



**DEPARTMENT OF THE AIR FORCE  
60TH CONTRACTING SQUADRON (AMC)**

24 MAY 2011

**MEMORANDUM FOR** City of Anderson  
1887 Howard Street  
Anderson, CA 96007  
City of Anderson~~Demonstration Block Improvements

**FROM:** 60 CONS/LGCA  
350 Hangar Ave Bldg 549  
Travis AFB, CA 94535-2632

**SUBJECT:** Request for Past Performance Questionnaire Information for **FA4427-11-R-0101**,  
Paving IDC, Travis AFB, CA

1. You have been identified as a reference point of contact for past and/or present performance evaluation of the firm listed on the attached questionnaire form. This firm is currently interested in providing a proposal for a Paving IDC at Travis AFB, CA.
2. Please complete the attached survey questionnaire and return if possible by **13 July 2011** but no later than **20 July 2011**. Please e-mail the survey back to Mr. Michael Dargan at [michael.dargan.1@us.af.mil](mailto:michael.dargan.1@us.af.mil) and send a courtesy copy to Ms. Marguerite Holbein at [maguerite.holbein-stephenson@us.af.mil](mailto:maguerite.holbein-stephenson@us.af.mil).
3. If you have any questions, please contact Mr. Michael Dargan at (707) 424-7734 or Ms. Marguerite Holbein-Stephenson at (707) 424-7765.
4. Your information **MUST** be submitted by **20 July 2011**. Your expedient attention regarding this matter is greatly appreciated. Thank you in advance.

//SIGNED – original in file//

MARGUERITE HOLBEIN-STEPHENSON  
Contracting Officer

**PRESENT AND PAST PERFORMANCE QUESTIONNAIRE**  
**Solicitation Number FA4427-11-R-0101**  
**Paving IDC, at Travis AFB, CA**

**When Filled In This Document Is Source Selection Sensitive IAW FAR 2.101 and 3.104**

A. **GENERAL INFORMATION:** Contractor please complete block A before sending to your reference.

Contractor's Name: Site Work Solutions	
Address: P.O. Box 492247 Redding, CA 96049	
Telephone Number:	530-222-2229
Fax Number:	530222-3337
Point of Contact:	George Whitmer
Project Title or Brief Description of Work: City of Anderson--Demonstration Block Improvements	
Contract Number Provided by Offeror:	Dollar Amount: \$ 588,000.00
Contract Period or Dates of Performance Provided by Offeror: May 2008-May 2009	

*Note: If offeror holds or has held other contracts with your agency/organization in the last 3 years, please complete separate evaluation forms for those contracts as well.*

Contractor performed as the  Prime Contractor  Sub-Contractor  Key Personnel.

B. **RESPONDENT INFORMATION:**

Name of Respondent: Jeff Kiser	
Title: Public Works Director	Company: City of Anderson
Address: 1887 Howard Street Anderson, CA 96007	
Telephone Number:	530-378-6640
Fax Number:	530-378-6648
Email Address: jkiser@ci.anderson.ca.us	

C. **Email Completed Questionnaire Form Not Later Than 15 July 2011.**

To:

Mr. Geoffrey Diggs  
Email: geoffrey.diggs.1@us.af.mil

Ms. Marguerite Holbein-Stephenson  
Email: marguerite.holbein-stephenson@us.af.mil

**PERFORMANCE INFORMATION:** Circle the number on the scale of 1 to 6 that most accurately describes the contractor's performance or situation. **PLEASE PROVIDE A NARRATIVE EXPLANATION FOR ANY RATINGS OF 1 OR 2.**

**Based on the offeror's performance record:**

6	<b>Exceptional (E)</b>	Performance meets contractual requirements with many exceeded to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with no more than a few minor problems for which corrective actions taken by the contractor were highly effective.
5	<b>Very Good (VG)</b>	Performance meets contractual requirements with some exceeded to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with no more than some minor problems for which corrective actions taken by the contractor were effective.
4	<b>Satisfactory (S)</b>	Performance meets contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor were satisfactory.
3	<b>Marginal (M)</b>	Performance does not meet some contractual requirements. The contractual performance of the element or sub-element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions or the contractor's proposed actions appear only marginally effective or were not fully implemented.
2	<b>Unsatisfactory (U)</b>	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective.
1	<b>Neutral (N)</b>	Performance was not observed or not applicable to the current effort being reported against.

The Contractor...

	N	U	M	S	VG	E	
<b>PERFORMANCE/PROGRAM MGMT</b>							
1. Upon award the contractor was timely in fulfilling contract requirements (submitting documents, starting work, submitting materials & acknowledgements, etc)?	1	2	3	4	5	6	N/A
2. Cooperated with owner/government personnel after award.	1	2	3	4	5	6	N/A
3. Demonstrated ability to hire, maintain & replace if necessary, qualified personnel during the contract period.	1	2	3	4	5	6	N/A
4. Provided experienced employees with the technical & administrative abilities to meet contract requirements.	1	2	3	4	5	6	N/A
5. Provided material submittals in accordance with the contract requirements.	1	2	3	4	5	6	N/A
6. Provided payrolls in a timely manner.	1	2	3	4	5	6	N/A
7. Maintained a single point of contact to manage and resolve problems.	1	2	3	4	5	6	N/A
8. Provided adequate employee supervision.	1	2	3	4	5	6	N/A
9. Company headquarters participated in solving significant local problems.	1	2	3	4	5	6	N/A
10. Corrected deficiencies in timely manner & pursuant to their quality control procedures.	1	2	3	4	5	6	N/A
11. Met established turn around times for required periodic contract reports, etc.	1	2	3	4	5	6	N/A
12. Identified risks/problems as they occurred.	1	2	3	4	5	6	N/A
13. Suggested alternative approaches to problem.	1	2	3	4	5	6	N/A
14. Was responsive to contract changes.	1	2	3	4	5	6	N/A
15. Effectively managed sub-contractor efforts.	1	2	3	4	5	6	N/A
16. Do you have any reservations about having this contractor perform another contract for you? (If yes, please explain under "remarks".)							Yes ( ) No <input checked="" type="checkbox"/> N/A ( )
17. Rate the contractor's overall performance under this contract.	1	2	3	4	5	6	N/A

**EMPLOYEE RETENTION**

1. Demonstrated ability to retain a qualified workforce.	1	2	3	4	5	6	N/A
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**INVOICING & PROGRESS REPORTS**

1. Provided accurate and timely invoices.	1	2	3	4	5	6	N/A
2. Provided accurate and timely progress reports	1	2	3	4	5	6	N/A

**ORGANIZATION**

1. Has demonstrated good organizational structure and accountability.	1	2	3	4	5	6	N/A
2. If there were problems with the on site supervision, were you able to easily resolve those problems with the company's management? (Please explain under "remarks".)						Yes (X) No ( )	N/A ( )
3. Are you aware of any documented organizational deficiencies with the contractor? (If yes, please explain under "remarks".)						Yes ( ) No (X)	N/A ( )

**LEGAL**

1. Are you aware of any <u>legal</u> problems experienced by the contractor? (Please explain under "remarks".)						Yes ( ) No (X)	N/A ( )
2. Are you aware of any verified <u>ethical</u> problems experienced by the contractor? (Please explain under "remarks".)						Yes ( ) No (X)	N/A ( )

**GOVERNMENT CONTRACTS ONLY**

1. Was the contractor ever issued a cure notice or show cause? If yes, explain outcome in "remarks".						Yes ( ) No (X)	N/A ( )
2. Has the contract been partially or completely terminated or is the contract pending termination?						Yes ( ) No ( )	N/A (X)

2a. If you answered "YES" to question #2, please explain under "remarks".

3. Has an election ever been made to not exercise an option due to contractor's performance. If yes, explain in "remarks".						Yes ( ) No (X)	N/A ( )
3. Was there any specific delivery order that had problems? (please explain under "remarks")						Yes ( ) No (X)	N/A ( )

NARRATIVE SUMMARY

1. What were the contractor's greatest strengths in performance of the contract?

The project was the first redevelopment project the city did and the contractor had to work with several different interests in order to get the job done.

2. What were the contractor's greatest weaknesses in performance of the contract?

N/A

Please add any additional comments concerning this contractor's performance.

Remarks:

The contractor performed excellent!

Please provide the Name, Organization, e-mail and phone number of the Inspector on this contract in the blocks below.

Jeff Kiser (Name) city of anderson (Organization) jkiser@ci.anderson.ca.us (E-mail) 530-378-6640 (Phone Number)