



DEPARTMENT OF THE TREASURY
WASHINGTON, D.C. 20220

Acquisition
Bulletin (AB)
No. 10-06
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MEMORANDUM FOR BUREAU CHIEF PROCUREMENT OFFICERS

FROM: Thomas A. Sharpe, Jr. 
Senior Procurement Executive
Office of the Procurement Executive

SUBJECT: **Evaluation and Reporting of Contractor Performance Information**

Purpose: This Acquisition Bulletin (AB) establishes Treasury procedures for collecting and reporting contractor performance information to the Past Performance Information Retrieval System (PPIRS), identifies roles and responsibilities for preparing interim and final performance evaluations, and establishes the requirement that achievement of small business goals be considered in performance evaluations when the contract includes a Small Business Subcontracting Plan.

Effective Date: Effective upon issuance.

Expiration Date: This AB will expire when cancelled or superseded.

Background: Effective July 1, 2009 the Federal Acquisition Regulation (FAR) was amended to revise the contractor performance information process and to emphasize the use of a standard performance information reporting system. FAR requires evaluation and reporting of past performance information when the dollar value exceeds the simplified acquisition threshold for contracts, orders placed against Federal Supply Schedule contracts, and task orders and delivery orders placed against contracts awarded by another Federal agency. Use of PPIRS is required. The Office of Federal Procurement Policy (OFPP) issued a Memorandum, Improving the Use of Contractor Performance Information, on July 29, 2009, which establishes the review process that OFPP will use to further improve contractor performance information. The Memorandum also requires that agency internal procedures covering evaluation and reporting of past performance information be submitted to OFPP by December 31, 2009.

Required Bureau Action:

1. Comply with the attached Treasury procedures for collection, evaluation, and reporting of past performance information.

2. Establish Bureau procedures to implement the Treasury-wide requirements, including procedures for monitoring collection, evaluation, and reporting of past performance information to ensure compliance with FAR and Treasury requirements.
3. Assess Bureau compliance with Treasury and Bureau procedures no less frequently than annually, establish corrective action plans as needed, and include the results of the assessment and corrective action in the Bureau's annual self-assessment report to the Office of the Procurement Executive.

Additional Information:

Questions about this AB may be directed to Jean Carter at jean.carter@do.treas.gov, telephone (202) 622-7670.

Attachments:

1. Procedures for Evaluation and Reporting of Contractor Performance Information
2. July 29, 2009 Office of Federal Procurement Policy Memorandum, Improving the Use of Contractor Performance Information