

**PAST PERFORMANCE INFORMATION**

ATTACHMENT PAST PERFORMANCE QUESTIONNAIRE		
Your assistance is requested in support of a source selection. Request a representative of your organization with knowledge of the offerors work, complete this questionnaire and e-mail or send by facsimile (FAX) to: US International Trade Commission Attn: Myra Lay FAX Number: 202-205-2337 e-mail: myra.lay@usitc.gov When complete, the information on this form is SOURCE SELECTION SENSITIVE INFORMATION (41 U.S.C. 423) and shall be protected accordingly.		
BLOCKS 1 THROUGH 7 TO BE COMPLETED BY THE OFFEROR		
1. OFFEROR NAME & ADDRESS:	2. CONTRACT NO./CASE TITLE: 3. CONTRACT/CASE START DATE: 4. PERIOD OF PERFORMANCE/COMPLETION DATE: 5. TOTAL BILLING FOR CASE:	
7. TYPE OF CASE AND BACKGROUND INFORMATION:		
BLOCKS 8 THROUGH 10 TO BE COMPLETED BY EVALUATION ORGANIZATION REPRESENTATIVE		
8. EVALUATION: a. EVALUATOR'S NAME AND POSITION: _____ b. EVALUATOR'S PHONE NUMBER: _____ c. MONTHS CONTRACTOR PERFORMANCE MONITORED BY EVALUATOR: _____ d. RATINGS Please circle the response code which best reflects your evaluation of the contractor's performance.		
<p><b>EX = EXCELLENT</b> - Performance meets contractual requirements and exceeds many to the government's benefit. The contractual performance of the element being assessed was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective.</p> <p><b>MA = MARGINAL</b> - Performance does not meet some contractual requirements. The contractual performance of the element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions. The contractor's proposed actions appear only marginally effective or were not fully implemented.</p>	<p><b>VG = VERY GOOD</b> - Performance meets contractual requirements and exceeds some to the government's benefit. The contractual performance of the element being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective.</p> <p><b>US = UNSATISFACTORY</b> - Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element contains serious problem(s) for which the contractor's corrective actions appear or were ineffective.</p>	<p><b>SA = SATISFACTORY</b> - Performance meets contractual requirements. The contractual performance of the element contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory.</p> <p><b>N/R = NOT RATED</b> - Contract does not/did not require performance of this element.</p>

A-1. Rate the comprehensiveness and accuracy of the monitoring provided by the contractor	EX	VG	SA	MA	US	N/R
A-2. Rate the electronic newsletter produced for desktop viewing	EX	VG	SA	MA	US	N/R
A-3. Rate the electronic newsletter produced for Blackberry (or similar handheld device)	EX	VG	SA	MA	US	N/R
A-4. Was the contractor able to provide an Internet-based tool to allow analysis by your staff of coverage of your organization and the creation of reports/presentations based on that analysis?					YES	*NO
A-5. Was the contractor able to provide comprehensive global monitoring of news coverage and Internet citations of your organization, covering (as appropriate) print or electronic editions of major daily newspapers, wire services, magazines, business journals, trade publications, industry newsletters, broadcast organizations (radio and television), and Internet blogs and other fora?.					YES	*NO
A-6. Was the contractor able to ensure that clips/citations provided to your organization did not violate U.S. copyright laws?					YES	*NO
A-7. Was the contractor able to provide an Internet-based tool to enable your organization to format clips/citations into an electronic newsletter, or similar product appropriate for use as a newsletter, deliverable via email to officials within your organization for viewing on both a desktop computer and Blackberry or similar handheld device?					YES	*NO
<b>9. Overall Assessment:</b>	EX	VG	SA	MA	US	N/R
<b>9a. Describe particular aspects of the work performed that led you to your overall assessment:</b>						
<b>9b: Were they easy to work with and responsive to your needs?</b>						
<b>10. Any unsatisfactory performance noted above has been shared with the contractor:</b> ( ) Yes [ written ( ) or oral ( )? ] ( ) No						
<b>PLEASE PROVIDE COMMENTS TO IDENTIFY:</b> <ol style="list-style-type: none"> <li>Specific Strengths/Weaknesses Related to Part 8 Above - Please Cite the Alphanumeric Code.</li> <li>Two or Three Best Corporate "Traits" or Skills Observed.</li> <li>Any Areas of Improvement that are most "Troublesome."</li> <li>Any Area with an Asterick (*)</li> </ol>						