

Chapter 31

CONTRACTOR PERFORMANCE ASSESSMENT REPORTING SYSTEM (CPARS)

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31-1 INTRODUCTION

Past performance information is relevant information, for future source selection purposes, regarding a contractor's actions under previously awarded contracts. It includes, for example, the contractor's record of conforming to contract requirements and to standards of good workmanship; the contractor's record of forecasting and controlling costs; the contractor's adherence to contract schedules, including the administrative aspects of performance; the contractor's history of reasonable and cooperative behavior and commitment to customer satisfaction; the contractor's reporting into databases; the contractor's record of integrity and business ethics, and generally, the contractor's business-like concern for the interest of the customer.

The Contractor Performance Assessment Reporting System (CPARS) is the automated system for recording contractor performance evaluations within the Department of Defense. The CPAR assesses a contractor's performance, both positive and negative, and provides a record on a given contract during a specified period of time. Each assessment must be based on objective data (or measurable, subjective data when objective data is not available) supportable by program and contract management data. Attachments 3 and 4 to the CPARS Policy Guide <http://www.cpars.csd.disa.mil/cparsfiles/pdfs/DoD-CPARS-Guide.pdf> contain the specific areas to be evaluated for the identified business sectors. CPARS Training opportunities and training materials may be found at <http://www.cpars.csd.disa.mil/allapps/cpcbtdlf.htm>.

31-2 Policy

In accordance with FAR 42.1502 Past performance evaluations shall be prepared at the time the work under the contract or order is completed. Additionally, interim evaluations shall be prepared as discussed in the CPARS Policy Guide, as supplemented by any local procedures, to

provide current information for source selection purposes, for contracts or orders with a period of performance, including options, exceeding one year.

31-3 FOR OFFICIAL USE ONLY / SOURCE SELECTION INFORMATION

All CPARS information is treated as “For Official Use Only/Source Selection Information in accordance with FAR 2.101 and 3.104” and the *DoD Guide to Collection and Use of Past Performance Information*. A CPAR is source selection information because it is in constant use to support ongoing source selections and contains sensitive data concerning a contractor and its performance. A CPAR has the unique characteristic of always being pre-decisional in nature. Distribution of CPARS among activities will be made solely through use of PPIRS at <http://www.ppirs.gov>. Access to the CPARS Automated Information System collection tool and other performance information will be restricted to those individuals with an official need to know.

31-4 COLLECTION THRESHOLDS

In accordance with FAR 42.1502 and DoD Deviation, DAR Tracking Number: 99-o0002) contractor performance evaluations shall be prepared for each contract as set forth below:

<u>Business Sector</u>	Dollar Threshold 1
Systems (includes new development and major modifications)	>\$5,000,000
Operations Support	>\$5,000,000 ²
Services	>\$1,000,000
Information Technology	>\$1,000,000
Health Care	>\$150,000
Fuels	>\$150,000
<p>¹ The contract thresholds for CPAR collection apply to the “aggregate” value of contracts; that is, if the original awarded value was less than the applicable threshold but subsequently the contract was modified and the new value meets or exceeds the threshold, then assessments are required to be made, starting with the first anniversary that the contract’s face value met or exceeded the threshold. If the total contract value including unexercised options and orders (for IDIQ contracts, total estimated value of unexercised options and orders) is expected to exceed the collection threshold, initiate the collection process at the start of the contract. Buying activities may choose to collect performance assessments for awards below these thresholds.</p>	
<p>² For contracts under the \$5M threshold, buying activities should continue to accumulate contractor performance data from existing management information systems, which already capture data on timeliness of delivery and quality of product or service (examples of such performance information collection systems include the Automated Best Value Method, Red, Yellow, Green, and Past Performance Information Retrieval System - Statistical Reporting Module).</p>	