

UNITED STATES DEPARTMENT OF THE INTERIOR
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March 19, 1998

In Reply Refer To:
1510-42 (BC-680)P

Instruction Memorandum No. BC-98-029
Expires: 09/30/99

To: AFOs, D-Office of Helium Operations, WO-850
Attn: Acquisition Staff

From: Director, National Business Center

Subject: "A Guide to Best Practices for Past Performance - Interim Edition, May 1995" -
Implementation of Revised BLM Form 1510-60 and the addition of BLM Form
1510-60(A)

Instructional Memorandum (IM) BC-98-029 is being issued to supplement the Washington Office IM No. 97-91, dated March 18, 1997. This IM implements changes to the BLM Form 1510-60 (Contractor Performance Profile) and transmits guidance concerning use of the new BLM Form 1510-60(A) (Contractor Performance Profile) for rating past performance during the source selection process.

1. BLM Form 1510-60 Contractor Performance Profile has been revised in its entirety. A copy of the revised form is attached. Use of the revised BLM Form 1510-60 is prescribed for evaluating contractor performance as required by FAR, Part 42.1502. The form should only be used for contracts awarded in excess of \$1 million, excluding Construction and Architect - Engineering (A&E).
2. A new BLM Form 1510-60(A) has been developed for use in rating past performance during the source selection process. A copy of the new form is also attached. BLM Form 1510-60(A) is recommended for use by Source Selection Officials under competitive negotiated procurements where past performance will be used as a source selection factor for making best value awards. The form may be modified at the discretion of the Contracting Officer in those instances where it is appropriate. The form is encouraged for use with competitive negotiated procurements below the current \$1 million threshold (including simplified purchases) provided it is determined to be cost effective and advantageous to do so.

Issuance of the attached forms implement changes that were identified in Washington Office IM No. 97-91 under Evaluating Contractor Performance, Item B. Collecting and Maintaining Contractor Performance Information. Use of the previous BLM Form 1510-60 should be discontinued upon receipt of this IM.

The attached forms will not be stocked at the National Business Center, Printed Material Distribution Section (PMDS) because of the limited use that is anticipated for the BLM Form 1510-60 (the present threshold of \$1 million) and future plans by the BLM to automate both forms on the BLM web site. Acquisition staff should provide Contracting Officer Representatives (COR) with a copy of the revised BLM Form 1510-60 as soon as possible. Source Selection Officials should also be advised of the new BLM Form 1510-60(A) for all future competitive negotiated procurements where past performance will be used as a source selection factor in the award process.

Standard Forms 1420 and 1421 are prescribe for use under FAR 36.201 and 36.604 for evaluating contractors performance under Construction and A&E contracts respectively.

Questions concerning the use of the attached forms should be directed to Dave Wunder, Procurement Analyst, National Business Center, Procurement Systems Team (BC-680B), at (303) 236-9424.

Signed: Roy Morris
Director, National Business Center

Authenticated: Bonnie Pomarico
Procurement Systems Technician

2 Attachments

- 1 - Form 1510-60, Contractor Performance Profile (3 pp)
- 2 - Form 1510-60(A), Contractor Performance Profile (Source Selection) (2 pp)

Distribution

WO-850, LS, Rm1075
BC-680 - 1
RS-150, BLM Library
BC-680, Dave Wunder
BC-680, Reading File
DW-101