

## **Past Performance & References**

(You may attach additional pages to this document if needed)

1. Describe any awards, recognitions, or noteworthy achievements that your organization has received during the past three (3) years.
  
2. As a contractor or grantee in the past five (5) years, have you ever been placed in a Performance Improvement Plan, Corrective Action Plan, Technical Assistance Plan or equivalent? If so, for each such Plan or equivalent, please provide project name and customer point of contact, to include name, phone number, email, dates, reason(s), your response(s) and the outcome(s).
  
3. Provide a list of any legal action taken against your organization, including lawsuits, injunctions, or court orders in the past three (3) years. Include resolution. Include any pending litigation regardless of date initiated.

Please provide responses to the questions for five contracts or grants under which the proposer has provided similar services to the proposal here for in the past five years. If you had a contract with a public assistance entity, regional planning organization or organization similar to PBRPC, please include them in the list. PBRPC reserves the right to verify the information listed.

**Contract/Grant #1:**

1. Agency/Organization.
2. Customer point of contact (including name, phone number and email address).
3. Project name, contract, grant and/or task order number.
4. Stated or not to exceed contract or grant dollar value at award and amount actually spent.
5. Period of performance.
6. Detailed description of work performed, roles and responsibilities.
  
7. All applicable performance measures, the results achieved against those measures and other notable outcomes, or results not captured or measured.

**Contract/Grant #2:**

1. Agency/Organization.
2. Customer point of contact (including name, phone number and email address).
3. Project name, contract, grant and/or task order number.
4. Stated or not to exceed contract or grant dollar value at award and amount actually spent.
5. Period of performance.
6. Detailed description of work performed, roles and responsibilities.
  
7. All applicable performance measures, the results achieved against those measures and other notable outcomes, or results not captured or measured.

**Contract/Grant #3:**

1. Agency/Organization.
2. Customer point of contact (including name, phone number and email address).
3. Project name, contract, grant and/or task order number.
4. Stated or not to exceed contract or grant dollar value at award and amount actually spent.
5. Period of performance.
6. Detailed description of work performed, roles and responsibilities.
  
7. All applicable performance measures, the results achieved against those measures and other notable outcomes, or results not captured or measured.

**Contract/Grant #4:**

1. Agency/Organization.
2. Customer point of contact (including name, phone number and email address).
3. Project name, contract, grant and/or task order number.
4. Stated or not to exceed contract or grant dollar value at award and amount actually spent.
5. Period of performance.
6. Detailed description of work performed, roles and responsibilities.
  
7. All applicable performance measures, the results achieved against those measures and other notable outcomes, or results not captured or measured.

**Contract/Grant #5:**

1. Agency/Organization.
2. Customer point of contact (including name, phone number and email address).
3. Project name, contract, grant and/or task order number.
4. Stated or not to exceed contract or grant dollar value at award and amount actually spent.
5. Period of performance.
6. Detailed description of work performed, roles and responsibilities.
  
7. All applicable performance measures, the results achieved against those measures and other notable outcomes, or results not captured or measured.