

**Acquisition Policy**  
**DOT DASH**  
**2010-12**

**Date:** July 7, 2010

**To:** Chief of the Contracting Office (COCO)  
Acquisition Personnel  
Contracting Officer's Technical Representatives (COTR)

**From:** Office of the Senior Procurement Executive

**Subject:** Contractor Performance Information

**Summary:** As required by FAR 42.15, agencies shall submit Contractor Past Performance Reports electronically to the Past Performance Information Retrieval System (PPIRS) at <http://www.ppirs.gov>. In accordance with TAM 1242.15, "the evaluation shall be completed using the National Institutes of Health Contractor Performance System (NIH CPS)."

As announced by the Chief Acquisition Officer's Council, to improve the collection of and access to past performance information, consistent with OFPP's July 29, 2009, memorandum, Improving the Use of Contractor Performance Information, the Department will move to a single government-wide feeder system for past performance reporting - the Department of Defense's (DoD) Contractor Performance Assessment Reporting System (CPARS). Using a single system will better support the government's efforts to establish a standard method and criteria for conducting past performance reporting.

On June 29, 2010, the NIH announced its decision to retire its CPS and officially end service to all customers on September 30, 2010. An email was sent to NIH'S customers and the notice was posted on NIH's website at <https://www.cps.nih.gov>. While users can continue to add new evaluations to CPS until July 9, 2010, all CPS past performance evaluations must be completed and finalized by September 30, 2010. Otherwise, those evaluations will have to be re-entered in CPARS for their completion and transfer into Performance Information Retrieval Systems (PPIRS), because CPARS will be unable to accept records that were completed in CPS. All finalized CPS records will remain available in PPIRS. NIH is exploring other efficient methods of retaining archived completed records and will provide additional information regarding the transition of these records.

The OSPE is working with the DoD CPARS team to transition to and implement reporting in CPARS by October 1, 2010. Additional policy and procedures will be disseminated as they become available. In the interim to facilitate familiarization and transition, CPARS online training is available at [http://www.cpars.csd.disa.mil/allapps/cpartng/webtrain/webtrain\\_all.htm](http://www.cpars.csd.disa.mil/allapps/cpartng/webtrain/webtrain_all.htm).

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If you have any questions or concerns, please contact Camille Reddick at (202) 366-7511 or via email at [camille.reddick@dot.gov](mailto:camille.reddick@dot.gov).



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