

EXHIBIT G  
PAST PERFORMANCE QUESTIONNAIRE

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**INSTRUCTIONS TO ELECTRIC BUS  
CHARGING INFRASTRUCTURE AND  
SITE IMPROVEMENTS OFFEROR:**

**FILL IN INFORMATION ABOUT YOUR FIRM IN SECTION A  
OF THE QUESTIONNAIRE BEFORE MAILING TO YOUR  
CLIENTS**

**MEMORANDUM**

**FOR PAST PERFORMANC REFERENCES**

FROM: Kings County Area Public Transit Agency  
610 W 7<sup>th</sup> Street  
Hanford, CA 93230

RE: Request for Past Performance Information for SOQ #, Electric Bus Charging Infrastructure and Site Improvements.

Kings County Area Public Transit Agency (KCPTA) is in the process of selecting a firm to provide design and construction of electrification infrastructure at KCPTA Maintenance Facility to support KCPTA 's fleet of battery electric bus fleet.

In the instructions to Offerors portion of our request for proposals, we requested that this letter and the Past Performance Questionnaire be forwarded to points of contact for similar types of services performed by the offeror, or currently in progress. The information contained in your completed questionnaire will be on of the evaluation criteria to base a decision about the relative qualifications of the offeror.

Please have the questionnaire completed by the person(s) most familiar with the contractor's performance on the subject contract. Evaluations should reflect an honest, straightforward, and objective evaluation of the contractor's performance. Evaluations must be based on objective facts supported by program/project and contract management data and reports.

Your knowledge is crucial to our evaluation of the company's past performance, and we request that you provide responses to all questions. A simple "unknown" answer may be appropriate when no evidence is available to you in a particular area. We ask that you indicate based on the definitions provided in the questionnaire, the contractor's performance on the identified contract Please provide narrative rationales for your answers that are marked other than acceptable or areas where the contractor clearly exceed contract requirements. Handwritten responses, printed-clearly, are sufficient.

Please submit your past performance questionnaire directly to KCPTA (**not the company**) no later than DATE, prior to TIME. It may be necessary to call you to discuss questionnaire responses.

If you have any questions concerning this questionnaire, please call Angie Dow at (559) 852-2691. Responses may be submitted to this office as indicated on the cover of the questionnaire. Your time is greatly appreciated, and we thank you for your participation.

Sincerely,

Angie Dow  
Executive Director

Enclosure:  
Past Performance Questionnaire

**THE QUESTIONNAIRE MAY BE SUBMITTED BY MAIL OR DELIVERY TO:**

KCAPTA  
ATTN: Angie Dow  
610 W 7<sup>th</sup> Street  
Hanford, CA 93230

**OR** Email: [angie.dow@co.kings.ca.us](mailto:angie.dow@co.kings.ca.us)

**SECTION A. THIS SECTION ONLY TO BE FILLED IN BY THE OFFEROR:**

Offeror (Proposing Firm) Contract Number:			
Offeror (Proposing Firm):			
Type of Contract:			
Contract Amount:			
Status:	Active	Completed:	
Date of Award:			
Contract Completion Date (Including Extensions):			
Product Description and/or service provided:			
Type and Extent of Subcontracting:			

**SECTION B. TO BE FILLED IN BY RESPONDENT:**

Please provide information for the primary individual completing this questionnaire.

Name:	
Firm:	
Telephone Number:	
Mailing Address:	
E-Mail Address:	

**SECTION C. RATING GUIDELINES:**

Use the following descriptions as guidance in providing element ratings. Ratings should only reflect the performance of the contractor in question. For each question, please place an "X" in the box corresponding to the rating.

Exceptional	1
Very Good	2
Satisfactory	3
Marginal	4
Unsatisfactory	5
Unknown	6

KINGS COUNTY AREA PUBLIC TRANSIT AGENCY (KCAPTA)

Kings County Area Public Transit Agency

**SECTION D. CONTRACT/PAST PERFORMANCE INFORMATION:**

**Place an X in the appropriate box and provide narrative, if applicable.**

**1= Exceptional, 2= Very Good, 3= Satisfactory, 4= Marginal, 5= Unsatisfactory, 6= Unknown.**

	<b>Question:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>1</b>	Did the contractor initiate and support startup and management control?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2</b>	Timeliness in achieving schedule elements (delivery/performance), taking into account all excusable delays.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3</b>	Did the contractor accurately and timely attend to and communicate the project status via required reports, inspections etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4</b>	Did the contractor provide qualified management and key personnel throughout the contract performance period?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>5</b>	Did the contractor provide adequate, competent and qualified technical personnel capable of meeting contract requirements throughout the performance period of the contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>6</b>	Was the contractor's top management involved and committed to project success?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>7</b>	Rate the contractor's ability to manage and coordinate subcontractors, and please note any subcontracting issues (positive or negative) that impacted the performance of your contract.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>8</b>	How timely and sufficient were the contractor's resources (manning levels, skill mix, equipment, etc.) to meet contract requirements (technical, management, and contractual)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>9</b>	How well did the contractor work independent of your guidance, oversight and assistance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>10</b>	Rate the effectiveness of the contractor's program to ensure compliance with federal, state and local regulations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>11</b>	How timely and effective were the contractor's responses to and resolution of technical problems?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	How innovative was the contractor in performing the technical aspects of this contract and resolving problems?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>13</b>	How well did the contractor respond to and act on customer feedback?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>14</b>	How well did the contractor perform the terms of the contract (schedule, scope and budget)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>15</b>	How would you rate the contractor's overall performance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>16</b>	What were the contractor's top documented strengths, if any, in performing the contract requirements?						
<b>17</b>	What were the contractor's top documented weaknesses, if any, in performing the contract requirements?						
<b>18</b>	Were there any contract concessions/changes/terminations made due to the contractor's inability to meet contract requirements (Cost schedule/performance)?						
<b>19</b>	Have there been any indications that the contractor has financial concerns that would jeopardize contract performance?						
<b>20</b>	Did the project exceed original contract price, if yes, what was the reason for the increase/decrease in cost from the original proposal?						