PREAWARD SURVEY OF PROSPECTIVE CONTRACTOR PRODUCTION

SERIAL NO. *(For surveying activity use)*

OMB.: **9000-0011**
Expires: 06/30/2013

PROSPECTIVE CONTRACTOR

Public reporting burden for this collection of information is estimated to average 24 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (VRS), Office of Federal Acquisition and Regulatory Policy, GSA, Washington, DC 20405; and to the Office of Management and Budget, Paperwork Reduction Project (9000-0011), Washington, DC 20503.

SECTION I - RECOMMENDATION

1. RECOMMENDED

☐ a. COMPLETE AWARD ☐ b. PARTIAL AWARD (Quantity: _____) ☐ c. NO AWARD

2. NARRATIVE *(Cite those sections of this report which substantiate the recommendation. List any other backup information in this space or on attached sheet is necessary. Identify any formal systems reviews and state results.)*

IF CONTINUATION SHEETS ATTACHED - MARKED HERE ☐

3. SURVEY MADE BY	a. SIGNATURE AND OFFICE *(Include typed or printed name)*	b. TELEPHONE NUMBER *(Include area code)*	c. DATE SIGNED
4. SURVEY REVIEWING OFFICIAL	a. SIGNATURE AND OFFICE *(Include typed or printed name)*	b. TELEPHONE NUMBER *(Include area code)*	c. DATE REVIEWED

SECTION II - PLANT FACILITIES

1. SIZE OF TRACT		4. DESCRIPTION AND TYPED OF BUILDING(S)
		☐ **OWNED**
2. SQUARE FEET UNDER ROOF	3. NO. OF BUILDINGS	☐ **LEASED** (Give expiration date)

5. SPACE

	TYPE	SQUARE FEET	ADE-QUATE	INADE-QUATE
MANUFAC-TURING	a. TOTAL MANUFACTURING SPACE		☐	☐
	b. SPACE AVAILABLE FOR OFFERED ITEM		☐	☐
STORAGE	c. TOTAL STORAGE SPACE		☐	☐
	d. FOR INSPECTION LOTS		☐	☐
	e. FOR SHIPPING QUANTITIES		☐	☐
	f. SPACE AVAILABLE FOR OFFERED ITEM		☐	☐
	g. AMOUNT OF STORAGE THAT CAN BE CONVERTED FOR MANUFAC-TURING, IF REQUIRED		☐	☐

6. MISCELLANEOUS PLANT OBSERVATIONS

(Explain any item marked "NO" on an attached sheet.)	YES	NO
a. GOOD HOUSEKEEPING MAINTAINED	☐	☐
b. POWER AND FUEL SUPPLY ADEQUATE TO MEET PRODUCTION	☐	☐
c. ALTERNATE POWER AND FUEL SOURCE AVAILABLE	☐	☐
d. ADEQUATE MATERIAL HANDLING EQUIPMENT AVAILABLE	☐	☐
e. TRANSPORTATION FACILITIES AVAILABLE FOR SHIPPING PRODUCT	☐	☐
OTHER *(Specify)* f.	☐	☐
g,	☐	☐
h.	☐	☐

SECTION III - PRODUCTION EQUIPMENT

	LIST MAJOR EQUIPMENT REQUIRED *(Include GFP and annotate it as such)* (a)	QUANTITY REQUIRED FOR PROPOSED CONTRACT (b)	TOTAL QTY. REQD. DUR-ING LIFE OF PROPOSED CONTRACT (c)	QUANTITY ON HAND (d)	CONDI-TION (e) G	F	P	QUANTITY SHORT *(Col. (c) minus (d))* (f)	SOURCE, IF NOT ON HAND (g)	VERIFIED DELIVERY DATE (h)
1. MANUFACTURING										
2. SPECIAL TOOLING										
3. SPECIAL TEST										

* Coordinates shortage information for financial implications.

SECTION IV - MATERIALS, PURCHASED PARTS AND SUBCONTRACTS

1. PARTS/ MATERIAL/SUBCONTRACTS WITH LONGEST LEAD TIME OR CRUCIAL ITEM

DESCRIPTION (a)	SOURCE (b)	VERIFIED DELIVERY DATE TO MEET PRO. (c)

2. DESCRIBED THE MATERIAL CONTROL SYSTEMS, INDICATING WHETHER IT IS CURRENTLY OPERATIONAL, AND EVALUATE ITS ABILITY TO MEET THE NEEDS OF THE PROPOSED ACQUISITION.

SECTION V - PERSONNEL

1. NUMBER AND SOURCE OF EMPLOYEES

TYPE OF EMPLOYEES	NO. ON BOARD	ADD. NO. REQUIRED	AVAIL. YES	AVAIL. NO	SOURCE
a. SKILLED PRODUCTION			☐	☐	
b. UNSKILLED PRODUCTION			☐	☐	
c. ENGINEERING			☐	☐	
d. ADMINISTRATIVE			☐	☐	
e. TOT. ***(Lines A thru D)***					

2. SHIFTS ON WHICH WORK IS TO BE PERFORMED

☐ FIRST ☐ SECOND ☐ THIRD

3. UNION AFFILIATION

AGREEMENT EXPIRATION DATE ▶

4. RELATIONSHIP WITH LABOR INDICATES PROBLEMS AFFECTING TIMELY PERFORMANCE OF PROPOSED CONTRACT *(If "Yes, " explain on attached sheet)*

☐ YES ☐ NO

SECTION VI - DELIVERY PERFORMANCE RECORD

SECTION VII - RELATED PREVIOUS PRODUCTION *(Government)*

PAST YEAR PRODUCTION		GOVERNMENT CONTRACT NUMBER*	PERFORMANCE		QUANTITY	DOLLAR VALUE ($000)
ITEM NOMENCLATURE	NATIONAL STOCK NO. (NSN)		ON SCHED.	DELIN-QUENT		
(a)	(b)	(c)	(d)	(e)	(f)	(g)
			☐	☐		
			☐	☐		
			☐	☐		
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			☐	☐		

* Identify identical item by an asterisk (*) after the Government contract number.

SECTION VIII - CURRENT PRODUCTION

(Government and civilian concurrent production schedule using same equipment and/ or personnel as offered item)

	ITEM(S) (Include Government Contract NO., if applicable. Identify unsatisfactory performance with asterisk (*).)	MONTHLY SCHEDULE OF CONCURRENT DELIVERIES *(Quantity)*										
		1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	BAL.
BEING PRODUCED												
PENDING AWARD												

SECTION IX- ORGANIZATION AND MANAGEMENT DATA

Provide the following information SECTION NARRATIVE:

1. Describe the relationship between management production, and inspection. Attach an organization chart, if available.

2. Describe the prospective contractor's production control system. State whether or not it is operational.

3. Evaluate the prospective contractor's production control system in terms of (a) historical effectiveness, (b) the proposed contract, and (c) total production during performance of the proposed contract.

4. Comment on or evaluate area unique to this survey (include all special request by the contracting office and any other information pertinent to the proposed contractor item classification).