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ENGINEERING AND CONSTRUCTION BULLETIN

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Subject: Architect-Engineer Performance Evaluations

Applicability: Directive

1. Federal Acquisition Regulation 36.604, and the Defense and USACE supplements thereto, require the preparation of a performance evaluation for each A-E contract and task order exceeding \$25,000. Chapter 6 of EP 715-1-7, A-E Contracting, prescribes specific USACE procedures for A-E performance evaluations, including the requirement that evaluations be completed within 60 days after completion of the A-E services. We recently conducted a review of the ACASS database and determined that many evaluations are not being prepared, and when they are, they are often very late. The review of the ACASS data is explained below.
2. There is no practical way to match up completed A-E contracts and task orders with the evaluations in ACASS to determine which and how many evaluations have not been prepared. Hence, we did an aggregate analysis. As determined from the contract and task order award data reported in the Standard Procurement System, USACE awarded about \$5.55 billion in A-E services over the last six years (the time span of the evaluations in ACASS). In comparison, the total value of the services reported on the completed evaluations is only \$1.77 billion. *Hence, only 32% of the total A-E services awarded over the last six years have been evaluated.*
3. To assess the timeliness of the evaluations, we compared the completion date of the services to the evaluation approval (“review”) date. *Only 31% of the evaluations were completed within 60 days as required by EP 715-1-7.* Further, 28% of the evaluations were not completed until a year or longer after the A-E work was completed.
4. *We must do a much better job in preparing A-E evaluations, and doing them in a timely manner.* Past performance is a key factor in the selection of A-E firms. Firms that do a good job need to be acknowledged, and firms that do an unsatisfactory job must be made known. Engineering managers need to set up effective internal procedures to ensure that all required A-E evaluations are prepared and completed within 60 days of completion of the A-E services.
5. The point of contact for this bulletin is Donald Evick, P.E., CECW-ETE, 202-761-4227.

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