



Miami-Dade County Public Schools Department of A/E Selection & Negotiations PROJECT REFERENCE FORM

Instructions to Proposer: Submit a separate Project Reference Form for each related project listed in the proposer's RFQ Response. It is the proposer's responsibility to provide accurate, current information for each project and Owner listed under sections 1, 2 & 3.

1. NAME OF PROPOSER (PRIME FIRM):	RFQ #:
SOLICITATION FOR: <input type="checkbox"/> A/E of Record (project-specific) <input type="checkbox"/> A/EPC or SPC (continuing contract)	
<input type="checkbox"/> ESCo <input type="checkbox"/> CM at-Risk (project-specific) <input type="checkbox"/> CM at-Risk (continuing contract)	
<input type="checkbox"/> Program Manager <input type="checkbox"/> Land Surveyor <input type="checkbox"/> Geotechnical Lab	
<input type="checkbox"/> HVAC T&B <input type="checkbox"/> BCC Construction Scheduling/Cost Estimating	

2. PROJECT NAME & TITLE:	EXAMPLE PROJECT KEY NUMBER: <i>(for A/Es, A/EPCs & SPCs use same number as SF 330, Section</i>
OWNER'S PROJECT NO.:	
PROJECT LOCATION (Address, City, State & Zip):	
CONSTRUCTION DELIVERY METHOD: <input type="checkbox"/> Traditional (D/B/B) <input type="checkbox"/> CM <input type="checkbox"/> CM at-Risk <input type="checkbox"/> Design-Build <input type="checkbox"/> GEPC	
CONSTRUCTION COST:	SUBST. COMPLETION DATE:
PROPOSER'S CONTRACTUAL RELATIONSHIP TO OWNER ON THIS PROJECT:	

3. PROJECT OWNER:	
OWNER'S REPRESENTATIVE:	TITLE:
OFFICE / DEPARTMENT:	PHONE NO.:
ADDRESS (Address, City, State & Zip):	E-MAIL:

(The following section is to be completed by the Owner's representative)

Statement to Owner's Representative: In an effort to assure a high standard of quality on our design/construction projects (or construction-related services); we are seeking information from you on this firm's performance on the specific project listed above. We have asked each proposer to secure references from the Owner on each project submitted as related experience and as an example of the firm's work. The authority making reference must be a key member of the project team who was most involved with the design and construction of the project (or construction-related services).

4. Owner's Representative		<i>(Circle only one box for each)</i>		
a.	Is the information listed in Section 2 , above, accurate?	YES	NO	<i>If "no", explain under 4.d. Clarification</i>
b.	How would you rate the overall performance of this firm in terms of: <ul style="list-style-type: none"> ▪ Timely completion of the project; ▪ Cost effectiveness (was project within budget); ▪ Quality of the communications/coordination with the project team members; ▪ Responsiveness to the owner; and ▪ Quality of the project. 	GOOD	FAIR (or N/A)	POOR
c.	Would you do business with this firm again?	YES	NO	MAYBE
d.	Clarification, if required (as it relates to Section 2 , above):			
Name of Owner's representative completing this form <i>(print name and title):</i>				
Signatory: <i>By signing and submitting this project reference form, I hereby attest that I am authorized to provide this information and that the above information is true, accurate and correct to the best of my knowledge.</i>				
Signature:			Date:	

Owner: Please return this form via email within 5 business days