

CITY OF WESTON
PROPOSER REFERENCE FORM

Solicitation Title: _____

Name of Consultant/Contractor: _____

Bid/RFP/RFQ No: _____ Opening Date: _____

This form **SHALL be completed and signed** by each Consultant/Contractor's Reference.

The above-mentioned company/firm has listed you as a project reference for the City of Weston solicitation cited above. Please provide the reference information as requested below.

1. Name of Reference (person): _____

2. Name of Firm/Agency: _____

3. Title/Position: _____

4. Email Address: _____ Phone #: _____

5. What type of work or service has the Consultant/Contractor performed for you or your agency and when?

Description of Work/Title of Project

_____	Approximate Completion (Month/Year)
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6. What was the approximate contract value of this work? _____

7. Was the work generally completed on-time and within budget?

Yes No

8. Did the Consultant/Contractor meet the expectations and needs of the project?

Yes No

9. Was the Consultant/Contractor generally responsive to your requests?

Yes No

10. Is there anything else you wish to let us know about this Consultant/Contractor?

Signature of Reference: _____ Date: _____