



CONTRACTOR REFERENCE FORM

This is a contractor reference survey, required by Collier County Public Schools (CCPS) as part of an evaluation of qualifications for the following solicitation:

- **RFQu #21-171 Construction Management at Risk / New Prototype Elementary School (Ave Maria)**
- **Due: 10:00 AM, Monday, June 28, 2021**

Please complete this reference form and submit it before the due date for this solicitation. References must be completed and delivered by the individual completing this form. Please note any survey(s) delivered by the submitting contractor will be rejected.

All surveys shall be e-mailed to:

Melissa Perez, Executive Secretary
Facilities Management Department
Perezm23@collierschools.com
(239) 377-0242

If you have any questions, you may contact Ms. Perez at the number listed above. Thank you for your assistance in this matter.

CCPS Facilities Management Department

1. Individual Responding – The responsible party of the organization that received the services and has comprehensive knowledge of those services. <i>Note: reference cannot be a current or former Collier County Public School employee.</i>	
Name:	
Title:	
Company:	
Email Address:	
Phone Number:	
Date Form Completed:	

2. Contractor Information – The company that rendered the services.	
Name of Contractor:	
Address:	
Email Address:	
Phone Number:	

3. Project Information	
Title:	
Location:	
Start Date:	
Completion Date:	

4. Please score the contractor's performance on the services rendered. Score scale: 1 = lowest score (lowest satisfaction) 5 = highest score (highest satisfaction)					
	1	2	3	4	5
1. The work was completed on or before the contract completion date:					
2. The work was accurate:					
3. The contractor consistently informed you of their progress:					
4. The contractor responded to your questions and concerns promptly:					
5. The quality of contractor responses to questions and concerns:					
6. The contractor-controlled project costs:					
7. The contractor's personnel assigned to the project:					
8. The contractor's overall performance:					

5. Please answer the following questions:	
The number of change orders on this project?	
Were any time extensions granted?	
Did the contractor place a lien on the client at any time during the project?	
Were there any conflicts, disputes, or other problems?	
To the best of your knowledge, were subcontractors and vendors paid on time?	
Would you hire this contractor again?	

Additional Comments / Notes: _____
