

ATTACHMENT E. REFERENCE CHECKS.

Solicitation Title:	
Solicitation Number:	
Name of Company/Firm (Bidder/Offeror):	

One or more references are requested from customers who are capable of documenting the Bidder/Offeror's ability to provide the goods or services specified in this solicitation.

References used to meet any **Minimum Qualifications** (see **Section 1 of the IFB/RFP**) may also be used to meet this reference check request.

Each reference shall be from a customer for whom the Bidder/Offeror has provided goods or services within the timeframe specified in the solicitation **Section 3, Table A** and shall include the information requested in the boxes below.

Information furnished in response to this Attachment and any verification made by the Procurement Officer shall provide a basis for determining the responsibility of Bidders/Offerors. The Procurement Officer reserves the right to request additional references or utilize references not provided by the Bidder/Offeror. Points of contact must be accessible and knowledgeable regarding the Bidder's/Offeror's performance.

In the event that references are deemed insufficient by the Procurement Officer, the Procurement Officer may determine the Bidder/Offeror to be **Not Responsible**, which would cause the Bid/Proposal to be rejected.

If more space is needed for the type of service provided, please list on an additional sheet. All references must be reachable and willing to furnish information by email or telephone conversation.

Please PRINT clearly.

Reference #1		
Company Name:		
Address:		
City:	State:	Zip Code:
Contact Person - Name and Title:		

Phone No. for Contact Person:	Email Address for Contact Person:
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Project Title/Type of Project:	Contract Value: \$
Date(s) contract was performed:	
Please <u>describe in detail</u> the goods or services that were provided that are comparable to the requirements in the solicitation. If requested, include the size and type of facility where goods or services were provided here.	

Reference #2		
Company Name:		
Address:		
City:	State:	Zip Code:
Contact Person - Name and Title:		
Phone No. for Contact Person:	Email Address for Contact Person:	
Project Title/Type of Project:	Contract Value: \$	
Date(s) contract was performed:		
Please <u>describe in detail</u> the goods or services that were provided that are comparable to the requirements in the solicitation. If requested, include the size and type of facility where goods or services were provided here.		

Reference #3
Company Name:

Address:		
City:	State:	Zip Code:
Contact Person - Name and Title:		
Phone No. for Contact Person:	Email Address for Contact Person:	
Project Title/Type of Project:	Contract Value: \$	
Date(s) contract was performed:		
<p>Please <u>describe in detail</u> the goods or services that were provided that are comparable to the requirements in the solicitation. If requested, include the size and type of facility where goods or services were provided here.</p>		

Add more pages as necessary for additional references.