

**CONTRACTOR EXPERIENCE AND REFERENCES FORM**  
**PROJECT NO. & TITLE:** \_\_\_\_\_

The prime contractor shall submit all information requested in this Form. For specialty work performed by subcontractor(s), question number 2 contained herein shall be filled out completely for each specialty subcontracted trade. Furthermore, to the extent this form does not provide sufficient space to fully respond, extra sheets as necessary may be added, clearly identifying the response to the question number and subparts. The Bidder shall be thoroughly competent and capable of satisfactorily performing the Work. Failure to fully complete this Form and/or provide comparable prior work/project completion experience and verifiable references may result in rejection of the bid. By signing the Bid Proposal, the Contractor or his/her duly authorized representative certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter. By signing the Bid Proposal, the Contractor or his/her duly authorized representative further authorizes any individual, company or other agency named herein to supply the City with any information necessary to verify the prospective bidder's statements and grants permission to the City to contact any or all of the above listed persons or entities to confirm facts or otherwise investigate the information provided below.

(Note: Attach separate sheets as required)

1. Has your organization satisfactorily completed at least **three (3)** contracts for projects comparable in scope, specialty work if applicable and scale to the Project for which this Bid is submitted within **five (5)** years prior to the Bid Proposal deadline?

☐ Yes

☐ No

2. Complete the following information for **three (3)** completed construction contracts with public agencies for projects comparable in scope, specialty work if applicable and scale to the Project for which this Bid is being submitted:

**a. Project #1**

i. Name of organization (contractor): \_\_\_\_\_

☐ Prime Contractor    ☐ Specialty Subcontractor

ii. Contractor's License number: \_\_\_\_\_

iii. Name of Agency: \_\_\_\_\_

iv. Name of Agency's Project Manager: \_\_\_\_\_

v. Name of Project: \_\_\_\_\_

vi. Project Address: \_\_\_\_\_

vii. Agency's contact phone number and email address \_\_\_\_\_

viii. Type of Facility: \_\_\_\_\_

ix. Contract Type: \_\_\_\_\_

x. Contract Amount: \_\_\_\_\_

xi. Percent Change Orders to Base Contract: \_\_\_\_\_

xii. Explain any differences between the original contract amount and the actual cost to complete:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

xiii. Percent Work Performed With Own Forces: \_\_\_\_\_

xiv. Scheduled Completion Date: \_\_\_\_\_

xv. Actual Completion Date: \_\_\_\_\_

xvi. Explain any differences between scheduled and actual completion dates:

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**b. Project #2**

- i. Name of organization (contractor):\_\_\_\_\_
- ☐ Prime Contractor    ☐ Specialty Subcontractor
- ii. Contractor's License number:\_\_\_\_\_
- iii. Name of Agency:\_\_\_\_\_
- iv. Name of Agency's Project Manager:\_\_\_\_\_
- v. Name of Project:\_\_\_\_\_
- vi. Project Address:\_\_\_\_\_
- vii. Agency's contact phone number and email address:\_\_\_\_\_
- viii. Type of Facility:\_\_\_\_\_
- ix. Contract Type:\_\_\_\_\_
- x. Contract Amount:\_\_\_\_\_
- xi. Percent Change Orders to Base Contract:\_\_\_\_\_
- xii. Explain any differences between scheduled and actual completion dates:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- xiii. Percent Work Performed With Own Forces:\_\_\_\_\_
- xiv. Scheduled Completion Date:\_\_\_\_\_
- xv. Actual Completion Date:\_\_\_\_\_
- xvi. Explain any differences between the original contract amount and the actual cost to complete:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**c. Project #3**

- i. Name of organization (contractor):\_\_\_\_\_
- ☐ Prime Contractor    ☐ Specialty Subcontractor
- ii. Contractor's License number:\_\_\_\_\_
- iii. Name of Agency:\_\_\_\_\_
- iv. Name of Agency's Project Manager:\_\_\_\_\_
- v. Name of Project:\_\_\_\_\_
- vi. Project Address:\_\_\_\_\_
- vii. Agency's contact phone number and email address:\_\_\_\_\_
- viii. Type of Facility:\_\_\_\_\_
- ix. Contract Type:\_\_\_\_\_
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- x. Contract Amount: \_\_\_\_\_
- xi. Percent Change Orders to Base Contract: \_\_\_\_\_
- xii. Explain any differences between scheduled and actual completion dates:

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- xiii. Percent Work Performed With Own Forces: \_\_\_\_\_
- xiv. Scheduled Completion Date: \_\_\_\_\_
- xv. Actual Completion Date: \_\_\_\_\_

- xvi. Explain any differences between the original contract amount and the actual cost to complete:

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3. At any time during the last five years, has your organization or any of its owners or officers been convicted of a crime involving the awarding of a government contract, bidding or the performance of a government contract?

☐ Yes

☐ No

4. Has your organization ever failed to complete any work awarded to you in the last five years? If so, note when, where, and why:

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