

A/E QUALIFICATION/REFERENCE FORM – EXHIBIT A

1.1 DESCRIPTION

- A. Information submitted will be used by the Owner to determine the competency and ability of the A/E firm to perform the work in a manner deemed satisfactory to the Owner. The Owner’s decision shall be final.
- B. Subconsultants shall complete this form also.

1.2 QUALIFICATIONS

- A. Complete the following (attach additional sheets as required):

- 1. Name: _____
- 2. Address: _____
- 3. City, State, Zip: _____
- 4. Principal: _____

- B. Number of years your firm has been in business: _____

- C. List and describe a minimum of five (5) previous projects of similar size and nature completed in the last five (5) years. (Attach additional sheets, if necessary):

- 1. _____

- 2. _____

- 3. _____

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4. _____

5. _____

D. List Owner, contact and telephone number for each of the five (5) projects referenced above. (Attach additional sheets, if necessary):

1. _____

2. _____

3. _____

4. _____

5. _____

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E. For the projects listed in Item C, list the original bid price, final construction costs, specified completion time, actual completion time and explanations for differences in costs and times as required. (Attach additional sheets, if necessary):

1. Original contract price: _____

Final contract price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

2. Original contract price: _____

Final contract price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

3. Original contract price: _____

Final contract price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

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4. Original contract price: _____

Final contract price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

5. Original contract price: _____

Final contract price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

F. List the Subconsultants' names, addresses which will be subcontracted for this project (more than 10% of the contract price). (Attach additional sheets, if necessary):

1. _____

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2. _____

3. _____

4. _____

5. _____

G. List Principal/Project Manager in charge who will be assigned to this project. Provide resumes and qualifications (insert sheets as required):

H. List and describe current projects, current statues of job and estimate schedule of completion. (Attach additional sheets, if necessary):

1. _____

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2. _____

3. _____

4. _____

5. _____

I. List past projects proposed or completed with Owner in the last five (5) years.
(Attach additional sheets, if necessary):

1. _____

2. _____

3. _____

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5. _____

J. Subconsultants- List key projects completed with Architect in the past five (5) years (Attach additional sheets, if necessary):

1. Project Name: _____

Project Manager: (Engineer's): _____

Original contract price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

2. Project Name: _____

Project Manager: (Engineer's): _____

Original contract price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

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3. Project Name: _____

Project Manager: (Engineer's): _____

Original contract price: _____

Specified completion time: _____

Actual completion time: _____

Explanation: _____

K. Attach 2019 hourly rates including overhead and profit.

L. Attach certified financial statement(s).

I hereby certify that as a duly authorized representative of _____
the firm, the information provided is to the best of my knowledge accurate and that failure to
provide accurate information will result in disqualification of my submittal.

(Seal)

Signature

Name (Print)

Title

Date

Notary Public of _____ (State)

My commission expires: _____