To Whom it May Concern

Subject: Reference Letter for Consultant’s Lead Architect

Name of Proposer: ______________________  Name of Lead Architect: ______________________

The above referenced Consultant is submitting on a Request for Qualifications that has been issued by the City of Miami. We require that the Proposer provide written references for their lead Architect with their submission and by providing you with this document the Consultant is requesting that you provide the following reference information. We would appreciate you providing the information requested below as well as any other information your feel is pertinent:

**Name of Project:** __________________________________________________________

Scope of work: ___________________________________________________________________

Value of project: $___________  Value of Design Services: ______________

Delivery method:  □ Design-Bid-Build  □ CM@Risk  □ Design-Build  □ Other (___________)

Construction completed on time & within budget:  □ Yes  □ No

If no, did the PM at contribute to the delay(s) or increased cost?  □ Yes  □ No

Quality of Design:  □ Above expectations  □ Average  □ Below Expectations

Errors and Omissions:  □ Above expectations  □ Average  □ Below Expectations

(Above expectations means there were fewer errors & omissions than anticipated)

Did Errors & Omissions result in increased construction cost?  □ Yes  □ No

Was the Architect responsive to the Owner & Contractor?  □ Yes  □ No

Was the Architect timely with reviews and submittals?  □ Yes  □ No

Did the Architect quickly resolve issues as they arose?  □ Yes  □ No

Comments: ______________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

Name of individual completing this form: ________________________  Date: ____________

Signature: __________________________________________  Title: ______________________

Telephone: __________________________  E-mail: __________________________

Sincerely,

Jeovanny Rodriguez, P.E.
Director

RFQ-LA-R