

City of Miami



PEDRO G. HERNANDEZ, P.E.
City Manager

To Whom it May Concern

Subject: Reference Letter for Design-Build Firm

Name of Proposer: _____

The above referenced Design-Build Firm is submitting on a Request for Qualifications that has been issued by the City of Miami. We require that the Proposer provide written references with their submission and by providing you with this document the Firm 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 (_____)

Design completed on time & within budget: Yes No

If no, was the Firm at fault or contribute to the delay(s) or increased cost? Yes No

Quality of Design: Above expectations Average Below Expectations

Errors & 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

Did Firm provide Construction Administration services? Yes No limited scope

Was the Firm responsive to the Owner & Contractor?: Yes No

Was Firm timely in its reviews and submittals? Yes No

Comments:

Name of individual completing this form: _____ Date: _____

Signature: _____ Title: _____

Telephone: _____ E-mail: _____

Sincerely,

Gary Fabrikant
Assistant Director