

## Exhibit D – Bidder Reference and Contractor Qualifications Form

Bidders must provide a minimum of three (3) verifiable references for contracts of similar size and scope of services within the last five (5) years.

For each reference, provide the following and attach to the Response any documentation to support the information regarding current or prior contracts.

### **1. Business Name:**

Point-of-Contact Name and Title:

Address (City, State, Zip):

Phone:

Email address:

Services Performed as Prime Contractor or as Subcontractor?

[Prime Contractor] or [Subcontractor]

Description and Dates of Services Provided:

### **2. Business Name:**

Point-of-Contact Name and Title:

Address (City, State, Zip):

Phone:

Email address:

Services Performed as Prime Contractor or as Subcontractor?

[Prime Contractor] or [Subcontractor]

Description and Dates of Services Provided:

### **3. Business Name:**

Point-of-Contact Name and Title:

Address (City, State, Zip):

Phone:

Email address:

Services Performed as Prime Contractor or as Subcontractor?

[Prime Contractor] or [Subcontractor]

Description and Dates of Services Provided:

**Additional Company Information:**

Number of Years in Business:

Office Address:

Current Number of Permanent, Full-Time Employees:

Current Number of Permanent, Part-Time Employees:

Current Total Number of Employees:

Geographic Limits of Operations:

List any Industry Certifications/Qualifications/Formal Training Programs that your staff (who will be servicing this account) have been certified in:

<b>Name</b>	<b>Certifications/Qualifications/Formal Training</b>

List any applicable licenses currently held by staff that will service this account:

<b>Name</b>	<b>License</b>	<b>Number</b>

**Bidder's Minimum Experience and Qualifications- Section 7.1.5**

Provide a narrative (maximum of one page) describing the bidder's experience and qualifications as it applies to this Section.

**Demonstration of the Ability to Perform**

Provide a written description of the size and scope of all operations, including the number of Bidder's employees available to provide customer service, order fulfillment, safe shipping and handling of product and the number of supervisors for each location, as applicable.

**24-Hour Contacts** – Must list a minimum of 2:

Contact 1

Name

Phone

Email

Contact 2

Name

Phone

Email