

CLIENT / PROJECT OWNER QUESTIONNAIRE

The following questions are to be completed by the proposer's references and returned to the City via email Attn: Sandra Ramirez, procurement@meridiancity.org **prior to 12:00 PM MST on June 16, 2026**. The following information must be included in the body of the correspondence: Solicitation name/number, name of firm referencing.

The proposer is responsible for sending this questionnaire to three (3) references and verify they have been completed and returned directly to the City prior to the due date and time noted above.

THE COMPLETED QUESTIONNAIRE MUST BE RETURNED TO THE CITY DIRECTLY FROM THE PROPOSERS CUSTOMERS/CLIENTS (REFERENCES). QUESTIONNAIRES RECEIVED DIRECTLY FROM A PROPOSER WILL NOT BE CONSIDERED.

FIRM NAME _____

REFERENCE FIRM (CLIENT/PROJECT OWNER) _____

CONTACT INFORMATION (PHONE & EMAIL) _____

Quality of Work and Resources

1. How long have you been a client of the consultant named above?

2. On a scale of 1-5 (5 being the best), how would you rate the consultant's responsiveness?

Score: _____

3. On a scale of 1-5 (5 being the best), how would you rate the communications with the Consultant?

Score: _____

4. On a scale of 1-5 (5 being the best), how would you rate the firm's attention to detail?

Score: _____

5. Did the Consultant include you in the decision-making process for their clients?

6. Would you recommend the Consultant? Why or why not?

7. Describe how services were provided and whether they were provided timely.

8. Describe how services were delivered and the level of customer service provided.

9. Describe any conflict points or complaints received about consultant.
