

Exhibit 1

Reference Check Worksheet

Request for Information Number DAS-VRC

RFP Number:		RFP Title:	
Bidder Name			
Person Conducting Reference Check			
Person/Company Contacted for Reference			
Phone Number Contacted		Date of Reference Check	
Comments			
Questions:			
1. In what capacity have you worked with this bidder? (Provide narrative response.)			
2. How satisfied were you with the services provided?			
<input type="checkbox"/>	a. Excellent		
<input type="checkbox"/>	b. Good		
<input type="checkbox"/>	c. Adequate		
<input type="checkbox"/>	d. Unsatisfactory		
Comments			
3. How responsive was the bidder in addressing and correcting problems?			
<input type="checkbox"/>	a. Immediate and Effective		
<input type="checkbox"/>	b. Within a reasonable length of time and satisfactory.		
<input type="checkbox"/>	c. Delayed and/or Ineffective		
<input type="checkbox"/>	d. Failed to Respond		
Comments			
4. Can you describe the technical knowledge and/or expertise of the bidder? (Provide narrative response.)			

5. Was the project completed on schedule?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Was the project completed within budget?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If not, why?				
6. Did the bidder's staff meet the expectations and needs of the project?				
	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Explain.				
7. Would you choose to renew a contract with this bidder?				
	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Explain.				
8. Is there anything else you would like to tell me about doing business with this bidder? (Provide narrative response.)				