

**Reference Form: Water Treatment Plant PLC and Automation Upgrades**



**Instructions to Proponents**

- 1.) The Proponent shall Complete Part One of this form.
- 2.) The Proponent shall share the form with their Reference with Part One completed.
- 3.) The Proponent shall collect the completed Part Two from their reference and include the entire document with your proposal.
- 4.) Best filled out electronically and sent back electronically to ensure all data is captured.

**Name of the Proponent Business:**

**Part One: Report on Consulting Work:**

Name of the Organization that will be the Reference:

**Scope of work completed:** Please list and describe specific work you completed for the above organization. (Max 300 words)

**Measures of Success:** Please be as specific as possible in providing facts demonstrating your work's value. Ideal answers will describe features and then the resulting benefits. (Max 300 words)

**Part Two: Reference Feedback:** (to be completed by the organization that is a current/past customer of the Proponent)

**Reference Questions:**

1.) Name of your Organization: \_\_\_\_\_

2.) Address: \_\_\_\_\_

3.) Did the Proponent complete the stated work on the previous page? Y or N  
\_\_\_\_\_

4.) Do you agree you experienced the Successes and Benefits the Proponent has stated? Y or N \_\_\_\_\_

5.) Title/Role of the person completing this form.

\_\_\_\_\_

i. May the Municipality of the District St. Mary's contact you if we have additional questions? Y or N \_\_\_\_

ii. Preferred contact: Phone or Email: \_\_\_\_\_

iii. Your Name: \_\_\_\_\_

iv. Your Email: \_\_\_\_\_

v. Your day time number: \_\_\_\_\_

6.) Comments: Please provide any other comments or recommendations you wish to share for the benefit of the Municipality of the District of St. Mary's: