

**Reference Check Questionnaire
Houston-Galveston Area Council Bid
VE03-06 "Current Model Cars & Light Trucks"**

Date: _____

Bidder: _____

Referenced Agency: _____

Contact and Title: _____

Phone: _____

Email: _____

Date of Response: _____

Instructions: Rank the following on a scale from 1-5, with 5 being the best

- | | | | | | |
|--|---|---|---|---|---|
| 1. Responds quickly to calls/emails | 1 | 2 | 3 | 4 | 5 |
| 2. Representatives are knowledgeable and able to give accurate price quotes in a timely manner | 1 | 2 | 3 | 4 | 5 |
| 3. Works with you to get the vehicle you want | 1 | 2 | 3 | 4 | 5 |
| 4. Actual delivery of the vehicle is consistent with the estimated delivery date on the quote | 1 | 2 | 3 | 4 | 5 |
| 5. If problems arise, they are quick to resolve them to your satisfaction | 1 | 2 | 3 | 4 | 5 |
| 6. Probability of using this dealership again | 1 | 2 | 3 | 4 | 5 |

Additional Comments:
