

ATTACHMENT 16.1: Maintenance and Operations Manager - QUALIFICATIONS FORM

{STAFF} QUALIFICATIONS FORM

The Bidder may use multiple projects to meet the total experience required for each mandatory experience and, if applicable, desirable experience. A separate form must be completed for each project cited.

KEY STAFF QUALIFICATIONS FORM		
1	Bidder:	
2	Key Staff Name:	
3	Project Name:	
4	Name of Company for whom the Project was completed:	
5	Contact Name and Information of Proposed Staff's Reference:	
6	Staff Start Date (MM/DD/YYYY):	
7	Staff End Date (MM/DD/YYYY):	
8	Key Staff Work Schedule	☐ Full-time ☐ Part-time
9	Project Description:	
10	Contract Amount:	\$
11	Documenting instructions when a minimum number of years of experience is required. For each mandatory experience listed below,	

KEY STAFF QUALIFICATIONS FORM	
	- Check "Yes" if the total years of experience was met on this referenced project; or - Check "Partial" if fewer than the total years of experience was met on this referenced project; or - Check "No" if none of the experience was met on this referenced project. If "Partial" or "Yes" is checked, enter the years and/or months of "Experience gained on this referenced project" and describe the Key Staff's role and responsibilities performed on the project in the "Description of services provided" field. The Bidder must ensure that each description clearly addresses how the work performed on the project meets each of the minimum qualification components of the Mandatory Experience Requirement, as defined in each of the requirements.

[INSTRUCTIONS: Agency/state entity must add the Mandatory and/or Desirable Scored Requirements and the appropriate number tables for each requirement.]

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
12	Mandatory (M)	Experience managing the maintenance and operation support of enterprise data warehouse environments	5 Years' FTE	☐ Yes Yr. ____ Mo. ____ ☐ Partial Yr. ____ Mo. ____ ☐ No
Provide a description of the work performed on the cited project and how it meets this requirement:				

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
13	Mandatory (M)	Experience managing operations for cloud-based applications	5 Years' FTE	☐ Yes Yr. ____ Mo. ____ ☐ Partial Yr. ____ Mo. ____ ☐ No
Provide a description of the work performed on the cited project and how it meets this requirement:				

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
14	Mandatory (M)	Experience coordinating across cross-functional teams, including program, technical and vendor partners, in support of business needs and data warehouse requirements.	3 Years' FTE	☐ Yes Yr. ____ Mo. ____ ☐ Partial Yr. ____ Mo. ____ ☐ No
Provide a description of the work performed on the cited project and how it meets this requirement:				

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
15	Mandatory (M)	Experience working in a production data environment, including incident response, change control process and SLA tracking.	3 Years' FTE	☐ Yes Yr. ____ Mo. ____ ☐ Partial Yr. ____ Mo. ____ ☐ No
Provide a description of the work performed on the cited project and how it meets this requirement:				

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
16	Mandatory (M)	Experience managing and delivering projects using Agile methodology and SCRUM framework.	3 Years' FTE	☐ Yes Yr. ____ Mo. ____ ☐ Partial Yr. ____ Mo. ____ ☐ No
Provide a description of the work performed on the cited project and how it meets this requirement:				

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
17	Desirable Scored (DS)	Experience in a data warehouse environment using Snowflake, Informatica and Tableau. 150 Points — Total Experience Met 0 Point — Total Experience Not Met	2 Years' FTE	☐ Yes Yr. ____ Mo. ____ ☐ Partial Yr. ____ Mo. ____ ☐ No
Provide a description of the work performed on the cited project and how it meets this requirement:				

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
18	Desirable Scored (DS)	Must possess one of these current Certification: •PMI Project Management Professional (PMP)® or •Agile/SCRUM Master Certification 100 Points — If one or both certifications are met. 0 Point — No Certification	Attach copy of certification	☐ N/A
Provide a description of the work performed on the cited project and how it				

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
	meets this requirement:			

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
19	Desirable Scored (DS)	Experience with HMIS (Homeless Management Information System) or other public-benefit systems designed to provide essential services or financial assistance to individuals or families in need. Examples include, but are not limited to: SNAP, TANF, Medi-CAL and others. 150 Points — Total Experience Met 0 Point — Total Experience Not Met	1 Year FTE	☐ Yes Yr. ____ Mo. ____ ☐ Partial Yr. ____ Mo. ____ ☐ No
	Provide a description of the work performed on the cited project and how it meets this requirement:			

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
20	Desirable Scored (DS)	Experience in implementing government IT solutions (Federal, State or Local) 150 Points — Total Experience Met 0 Point — Total Experience Not Met	1 Year FTE	☐ Yes Yr. ____ Mo. ____ ☐ Partial Yr. ____ Mo. ____ ☐ No
Provide a description of the work performed on the cited project and how it meets this requirement:				