

ATTACHMENT 15.2: IMPLEMENTATION SERVICES LEAD - 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.

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
12	Mandatory (M)	Two (2) years of experience in a lead role responsible for interpreting, translating, and mapping business rules, workflows, and related configurations for an Information Technology project.	Two (2) years (experience must be within the last seven (7) years prior to the RFP proposal due date).	☐ 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)	One (1) year of experience in interpreting, translating, and mapping business rules, workflows, and related configurations for the Laboratory Information Management Software (LIMS) product proposed for this project.	One (1) year within the last three (3) years prior to the RFP proposal due date.	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	Desirable Score (DS)	Points may be awarded if the Implemenation Services Lead has project experience configuring and developing to Cannabis regulations, policies, and requirements. One project - 50 points. Two projects - 100 points. Three or more projects - 200 points.	One (1) to three (3) Projects .	Yes ☐ No ☐ Partial ☐

Requirement Number	Classification	Qualifications	Total Experience Required	Experience gained on this cited Project
		Not to exceed 200 points.		
	Provide a description of the work performed on the cited project and how it meets this requirement:			