

ATTACHMENT 14: BIDDER QUALIFICATIONS FORM

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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.

BIDDER QUALIFICATION FORM		
1	Bidder:	
2	Project Name:	
3	Company Name (Client):	
4	Contact Name and Information of the Bidder's Reference:	
5	Start Date (MM/DD/YYYY):	
6	End Date (MM/DD/YYYY):	
7	Project Description:	
8	Bidder was Prime Contractor	☐ Yes ☐ No
9	Contract Amount:	\$
10	Was this Project of "similar size and scope," as defined below?	Yes ☐ No ☐
	Similar Size and Scope: Large-scale system integration including at least two (2) of the following elements:	
	• 500 or more users of the Client's developed system	Yes ☐ No ☐

	Client industry (e.g., water resources, environmental resource quality management/oversight.)	Yes ☐ No ☐
	Data governance and system integration of over ten (10) or more information systems	Yes ☐ No ☐
	Project cost of at least \$10 million, excluding hardware, licensing, maintenance and operations, and data center/hosting costs	Yes ☐ No ☐
11	Did this Project implement any of the following functions?	
	Contact management and credentialing	Yes ☐ No ☐
	Business rule configurability	Yes ☐ No ☐
	Violation determination and enforcement	Yes ☐ No ☐
	Data input validation	Yes ☐ No ☐
	Document generation, distribution, and management	Yes ☐ No ☐
	Workflow management	Yes ☐ No ☐
	Reports and dashboards	Yes ☐ No ☐
	GIS mapping	Yes ☐ No ☐

12	Documenting instructions when a minimum number of years of experience or a specific number of projects is required. For each mandatory experience listed below, • Check “Yes” if the total years of experience was met on this cited project; or • Check “Partial” if fewer than the total years of experience was met on this cited project; or • Check “No” if none of the experience was met on this cited project. If "Partial" or "Yes" is checked, enter the years and/or months of “Experience gained on this cited Project” and describe the Bidder's role and responsibilities performed on the project in the “Provide a description of the work performed on the cited project and how it meets this qualification. The Bidder must ensure that each description clearly addresses how the project meets each of the minimum qualification components of the Mandatory Experience Requirement, as defined in each of the qualifications. The Bidder should ensure that each description clearly addresses how the project meets each of the Desired Qualifications, as defined in each of the qualifications. All Mandatory Qualifications are Pass/Fail.
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Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
1	Mandatory (M) MQ1	Bidder has seven (7) years of experience within the last ten (10) years managing systems implementation projects of similar scale, scope, and complexity which have gone live to end users in a production environment.	7 Years	☐ Yes Yr. ____ Mo.____ ☐ Partial Yr. ____ Mo.____ ☐ No

Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
	Provide a description of the work performed on the cited project(s) and how it meets this requirement:			

Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
2	Mandatory (M) MQ2	Bidder has experience implementing five (5) separate completed and successful (on schedule, on budget, within scope) systems implementation projects within the last ten (10) years.	5 Projects	☐ Yes ☐ No
Provide a description of the work performed on the cited projects and how it meets this requirement:				

Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
3	Mandatory (M) MQ3	Bidder has implemented its proposed primary software solution to meet data quality management requirements on two (2) distinct projects.	2 Projects	☐ Yes ☐ No
Provide a description of the work performed on the cited projects and how it meets this requirement:				

Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
4	Mandatory (M) MQ4	Bidder has implemented its proposed primary software solution to meet metadata management requirements on two (2) distinct projects.	2 Projects	☐ Yes ☐ No
Provide a description of the work performed on the cited projects and how it meets this requirement:				

Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
5	Mandatory (M) MQ5	Bidder has implemented its proposed primary software solution with a complex, yet configurable business rules engine on two (2) distinct projects, to automate workflows, decision-making, and document generation. (See SECTION EXHIBIT N: GLOSSARY OF TERMS)	2 Projects	☐ Yes ☐ No
Provide a description of the work performed on the cited projects and how it meets this requirement:				

Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
6	Mandatory (M) MQ6	Bidder has experience performing Organization Change Management (OCM) activities on two (2) projects of similar scale, scope, and complexity. (See SECTION EXHIBIT N: GLOSSARY OF TERMS).	2 Projects	☐ Yes ☐ No

Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
	Provide a description of the work performed on the cited projects and how it meets this requirement:			

Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
7	Mandatory (M) MQ7	Bidder has had no performance-related early terminations of contracts in the past ten (10) years. Within the past ten (10) years, Bidder shall disclose any contracts that were terminated early for reasons alleged to be related to Bidder's performance, including context and corrective actions. Terminations for convenience, funding cancellation, or reasons not primarily attributable to Bidder's performance are not disqualifying. The State reserves the right to evaluate the materiality, pattern, and relevance of any disclosed items when determining responsibility.	N/A	☐ Yes Yr. ____ Mo. ____ ☐ Partial Yr. ____ Mo. ____ ☐ No
Provide an explanation of prior performance-related early terminations:				

Number	Classification	Qualification	Total Experience Required	Experience gained on this cited Project
8	Mandatory (M)	Bidder has implemented API integration on two (2) distinct projects.	2 Projects	☐ Yes
	MQ8			☐ No
Provide a description of the work performed on the cited projects and how it meets this requirement:				