**APPENDIX D: MINIMUM FIRM QUALIFICATIONS**

**To be submitted with the Technical Proposal**

**Using the chart below, describe in detail how the Proposer meets the Minimum Qualifications to propose** (on what projects/systems/software/etc.) and **where, when and how long the Proposer worked on the particular project** using the specified software/technology. Please provide **clear and accurate descriptions of the Proposer’s experience for each Minimum Qualification.** The State will not interpret omissions and vagueness in the Proposer’s favor.

|  |  |
| --- | --- |
| **Qualification 1:** Proposer must have a minimum of 5 years’ experience managing public-sector projects in any of the following areas or combination of these areas: Oracle PeopleSoft Financials implementation, upgrade, or assessment; redesign of underlying business processes to best take advantage of PeopleSoft Financials; transitioning public sector clients to best practice use of PeopleSoft Financials; system integration or business process engineering to architect or build an enterprise-level solution of Oracle PeopleSoft Financials version 9.2 and its related applications in **public sector environments.** To meet this minimum of 5 years’ experience, firms may cite multiple projects that demonstrate their experience with one or more of the service areas listed above. | |
| **Dates (month/year) of Experience:** |  |
| **Company Name(s):** |  |
| **Contact Name(s) and Title(s):** |  |
| **Contact Phone Number(s):** |  |
| **Project(s) Name and Description:**  **Description of Consultant’s roles and responsibilities on the project(s) related to this requirement:** |  |
| **Qualification 2:** Proposer must have been a prime contractor in the development, delivery and support of at least one end-to-end implementation, upgrade, or re-architecture of Oracle PeopleSoft Financials version 9.2 and its related applications in **public sector environments, in which the vendor was compensated over $1 million.** | |
| **Dates (month/year) of Experience:** |  |
| **Company Name(s):** |  |
| **Contact Name(s) and Title(s):** |  |
| **Contact Phone Number(s):** |  |
| **Project(s) Name and Description:**  **Description of Consultant’s roles and responsibilities on the project(s) related to this requirement:** |  |
| **Compensation received by the proposer for the applicable project was over $1 Million? (Check One)** | **Yes**  **No** |
| **Qualification 3:** Proposer must have transitioned/onboarded at least one entity from a legacy, non-enterprise solution to an existing Oracle PeopleSoft Financials enterprise solution within the past 5 years. | |
| **Dates (month/year) of Experience:** |  |
| **Company Name(s):** |  |
| **Contact Name(s) and Title(s):** |  |
| **Contact Phone Number(s):** |  |
| **Project(s) Name and Description:**  **Description of Consultant’s roles and responsibilities on the project(s) related to this requirement:** |  |
| CERTIFICATION: I hereby certify that: (i) all statements made on this form are true and complete, to the best of my knowledge, including the verification of any experience.  Authorized Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title:  Typed or Printed Name:       Date: Click here to enter a date. | |

Type to expand response areas on the form. Proposers may copy and paste the data entry rows in order to document additional projects to fully demonstrate the qualifications.