

APPENDIX L

PROPOSED KEY PERSONNEL EXPERIENCE FORM

Proposed Key Personnel Experience

Offerors must complete this Key Personnel Experience form for each Key Staff position set forth in Sections 3.2.3 through 3.2.8. of the RFP as indicated below:

NCS Project Director: Submit an Appendix L form for one (1) individual proposed for this position;

State Transition and Conversion Manager: Submit an Appendix L form for one (1) individual proposed for this position. (Note: two or more individuals may simultaneously serve in this position when multiple CSA Transition/Conversions are occurring at the same time. The qualifications of the one individual submitted herein shall serve as the minimum qualifications for any other individual(s) serving in such position);

Conversion Coordinator: Submit an Appendix L form for one (1) individual proposed for this position;

State Project Manager: Submit an Appendix L form for one (1) individual proposed for this position (Note: although there will be multiple State Project Managers, the qualifications of the one individual submitted herein shall serve as the minimum qualifications for any other individual serving in such position);

Technical Manager: Submit an Appendix L form for one (1) individual proposed for this position;

Retail Manager: Submit an Appendix L form for one (1) individual proposed for this position;

Data Analytics Manager: Although the Data Analytics Manager is not by definition a Key Staff member, submit an Appendix L form for one (1) individual proposed for this position.

Information that is included as a part of this template should be relevant to the services requested in this RFP and should outline proposed personnel's knowledge and experience working with financial systems, including those of similar size and scope of the system described in this RFP. The template may be modified to account for additional experience exceeding the amount of spaces provided, however the format must remain consistent with the template. The NCS reserves the right to interview each proposed Key Staff after the Bid Submission Date and prior to the Contract Approval Date to determine whether a Key Staff member is qualified.

[Name and Proposed Key Staff Title Position]		
[Title, Company]		
RELEVANT PROJECT EXPERIENCE Summarize your experience for the Key Staff position indicated, including large scale financial services and EBT project experience as it relates to the services requested in this RFP for such position] (order in reverse chronological order – most recent first)		
1.	[Insert Client Name Here]	mm/yyyy—mm/yyyy (Project Lifespan) mm/yyyy—mm/yyyy (Individual start and end dates)
[Insert Project Name Here]		
	Title on Project:	[Your title on the project here]
	Project Description:	[The overall description of the project here including size and scope]
	Responsibilities:	[Your responsibilities on the project here]
	FTE Equivalent (i.e full-time, part-time, %, as needed)	
2.	[Insert Client Name Here]	mm/yyyy—mm/yyyy (Project Lifespan) Mm/yyyy—mm/yyyy (Individual start and end dates)
[Insert Project Name Here]		
	Title on Project:	[Your title on the project here]
	Project Description:	[The overall description of the project here including size and scope]
	Responsibilities:	[Your responsibilities on the project here]
	FTE Equivalent (i.e full-time, part-time, %, as needed)	
3.	[Insert Client Name Here]	mm/yyyy—mm/yyyy (Project Lifespan) mm/yyyy—mm/yyyy (Individual start and end dates)
[Insert Project Name Here]		
	Title on Project:	[Your title on the project here]
	Project Description:	[The overall description of the project here including size and scope]
	Responsibilities:	[Your responsibilities on the project here]
	FTE Equivalent i.e full-time, part-time, %, as needed)	