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| Form D: Experience of Team’s Key Personnel Assigned to the Project |
| Proponent: |       |
| Notes:1. The City reserves the right to clarify, investigate, and request additional information to confirm the Proponent’s claim regarding any data provided.
2. This form is made available to Proponents in both PDF and Microsoft Word format. In the event of a discrepancy between the forms, the PDF version takes precedence.
3. Complete “Proponent Response” section in full. Failure to complete or submit required information may result in disqualification of the complete Qualification Application.
4. If insufficient space is provided, attach additional sheets with required information.
 |
| **Item** | **Description** | **Proponent Response** |
| 1 | Project Manager  | Who will be your Project Manager:      What is their professional designations (select all that apply): [ ]  P.Eng. [ ]  CET [ ]  PMP or equivalent[ ]  Other:      How many years of experience do they have as a Project Manager, with ≥50% of their time performing Project Manager tasks? [ ]  <1 [ ]  1-2 [ ]  3-5 [ ]  6-9 [ ]  ≥10  |
|  | Project Manager | REFERENCE PROJECTProject name:       Client:      Systems Integrator contract value:      Brief description:       Were they the lead Project Manager: [ ]  Yes [ ]  NoWere they the assistant Project Manager: [ ]  Yes [ ]  NoNumber of direct reports (employees):      Reference Information:Organization name:       Contact name:       Position / Title:      E-mail address:      Telephone number:       |
| 2 | Software Configuration Architect | Who will be your Software Configuration Architect:      What is their educational background/professional designation (select all that apply):[ ]  P.Eng.in Computer Engineering[ ]  P.Eng.in Electrical Engineering[ ]  CET [ ]  BSc. in Computer Science[ ]  CAP (ISA)[ ]  Other:      How many years of experience do they have as a Software Configuration Architect, with ≥50% of their time performing Software Configuration Architect tasks?  [ ]  <1 [ ]  1-2 [ ]  3-5 [ ]  6-9 [ ]  ≥10  |
|  | Software Configuration Architect | REFERENCE PROJECTProject name:       Client:      Systems Integrator contract value:      Brief description:       Were they the Software Configuration Architect on this project: [ ]  Yes [ ]  NoNumber of PLCs:[ ]  1 [ ]  2-3 [ ]  4-10 [ ]  11-19 [ ] 20-29 [ ]  ≥30 Number of networked instruments:[ ]  0 [ ]  1-20 [ ]  21-50 [ ]  51-75 [ ]  76-100 [ ]  ≥100Number of control devices:[ ]  0 [ ]  1-20 [ ]  21-50 [ ]  51-75 [ ]  76-100 [ ]  ≥100Number of standardized code templates (i.e. custom function blocks):[ ]  1-10 [ ]  11-25 [ ]  26-50 [ ]  ≥50Reference Information:Organization name:       Contact name:       Position / Title:      E-mail address:      Telephone number:       |
| 3 | Principal Programmer (Lead) | Who will be your Principal Programmer (Lead):      Are they capable of the following programming languages:Function Block Diagram [ ]  Yes [ ]  NoInstruction List [ ]  Yes [ ]  NoLadder Logic [ ]  Yes [ ]  NoSequential Function Chart [ ]  Yes [ ]  NoStructured Text [ ]  Yes [ ]  NoWhat is their educational background/professional designation (select all that apply):[ ]  P.Eng.in Computer Engineering[ ]  P.Eng.in Electrical Engineering[ ]  CET [ ]  BSc. in Computer Science[ ]  CAP (ISA)[ ]  Other:      How many years of experience do they have as a Principal Programmer (Lead), with ≥50% of their time performing Principal Programmer (Lead) tasks?  [ ]  <1 [ ]  1-2 [ ]  3-5 [ ]  6-9 [ ]  ≥10  |
|  | Principal Programmer (Lead) | REFERENCE PROJECTProject name:       Client:      Systems Integrator contract value:      Brief description:       Were they the Principal Programmer (Lead) on this project: [ ]  Yes [ ]  NoNumber of other programmers under their supervision:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4 [ ]  ≥5 Number of I/O:[ ]  <200 [ ]  201-500 [ ]  501-1000 [ ]  1001-2000 [ ]  ≥2000 Number of control loops:[ ]  0 [ ]  1-10 [ ]  11-25 [ ]  26-50 [ ]  ≥50 Reference Information:Organization name:       Contact name:       Position / Title:      E-mail address:      Telephone number:       |
| 4 | Principal HMI Developer  | Who will be your principal HMI Developer:      What is their educational background/professional designation (select all that apply):[ ]  P.Eng.in Computer Engineering[ ]  P.Eng.in Electrical Engineering[ ]  CET [ ]  BSc. in Computer Science[ ]  CAP (ISA)[ ]  Other:      How many years of experience do they have as a Principal HMI Developer, with ≥50% of their time performing Principal HMI Developer tasks? [ ]  <1 [ ]  1-2 [ ]  3-5 [ ]  6-9 [ ]  ≥10  |
|  | Principal HMI Developer | REFERENCE PROJECTProject name:       Client:      Systems Integrator contract value:      Brief description:       Were they the Principal HMI Developer on this project: [ ]  Yes [ ]  NoNumber of graphic screens (not including faceplates):[ ]  1-5 [ ]  6-25 [ ]  26-100 [ ]  101-300 [ ]  ≥300 Number of HMI servers:[ ]  0 [ ]  1 [ ]  2 [ ]  >2 Reference Information:Organization name:       Contact name:       Position / Title:      E-mail address:      Telephone number:       |
| 5 | Site Commissioning Lead | Who will be your Site Commissioning Lead:      What is their educational background/professional designation (select all that apply):[ ]  P.Eng.in Computer Engineering[ ]  P.Eng.in Electrical Engineering[ ]  CET [ ]  BSc. in Computer Science[ ]  CAP (ISA)[ ]  Other:      How many years of experience do they have as a Site Commissioning Lead, with ≥50% of their time performing Site Commissioning Lead tasks? [ ]  <1 [ ]  1-2 [ ]  3-5 [ ]  6-9 [ ]  ≥10  |
|  | Site Commissioning Lead | REFERENCE PROJECTProject name:       Client:      Systems Integrator contract value:       Brief description:       Were they the Site Commissioning Lead on this project: [ ]  Yes [ ]  NoNumber of technicians working under their supervision:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4 [ ]  ≥5 Number of total instruments (hardwired or networked):[ ]  1-5 [ ]  6-25 [ ]  26-100 [ ]  101-300 [ ]  >300 Number of control devices:[ ]  0 [ ]  1-20 [ ]  21-50 [ ]  51-75 [ ]  76-100 [ ]  >100Reference Information:Organization name:       Contact name:       Position / Title:      E-mail address:      Telephone number:       |
| 6 | Principal Networking Developer and Security Architect | Who will be your Principal Networking Developer and Security Architect:       What is their educational background/professional designation (select all that apply):[ ]  P.Eng.in Computer Engineering[ ]  P.Eng.in Electrical Engineering[ ]  CET [ ]  BSc. in Computer Science[ ]  CAP (ISA)[ ]  Other:      How many years of experience do they have as a Principal Networking Developer and Security Architect, with ≥50% of their time performing Principal Networking Developer and Security Architect tasks? [ ]  <1 [ ]  1-2 [ ]  3-5 [ ]  6-9 [ ]  ≥10  |
|  | Principal Networking Developer and Security Architect | REFERENCE PROJECTProject name:       Client:      Systems Integrator contract value:      Brief description:       Were they the Principal Networking Developer and Security Architect on this project:  [ ]  Yes [ ]  NoNumber of routers:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4 [ ]  ≥5 Number of Ethernet devices networked:[ ]  1-10 [ ]  11-50 [ ]  51-100 [ ]  101-300 [ ]  ≥300 Number of firewalls:[ ]  0 [ ]  1 [ ]  2 [ ]  ≥3Number of computer servers:[ ]  0 [ ]  1 [ ]  2 [ ]  3 [ ]  4 [ ]  ≥5 Reference Information:Organization name:       Contact name:       Position / Title:      E-mail address:      Telephone number:       |
| 7 | Professional Engineer  | Who will be your Professional Engineer responsible for sealing the Systems Integration Work:       What is their educational background/professional designation (select all that apply):[ ]  P.Eng.in Computer Engineering[ ]  P.Eng.in Electrical Engineering[ ]  P.Eng.in other:      How many years of experience do they have as a Professional Engineer, with ≥50% of their time performing Professional Engineer tasks?  [ ]  <1 [ ]  1-2 [ ]  3-5 [ ]  6-9 [ ]  ≥10 Number of software projects sealed in their career:[ ]  0-4 [ ]  5-9 [ ]  10-14 [ ]  15-19 [ ]  ≥20  |
|  | Professional Engineer | REFERENCE PROJECTProject name:       Client:      Systems Integrator contract value:      Brief description:       Were they the Professional Engineer on this project: [ ]  Yes [ ]  NoNumber of I/O:[ ]  <200 [ ]  201-500 [ ]  501-1000 [ ]  1001-2000 [ ]  >2000 Number of networked field devices (instruments, valves and motor control):[ ]  <50 [ ]  51-100 [ ]  101-400 [ ]  401-600 [ ]  >600 What was sealed:Loop/wiring diagrams: [ ]  Yes [ ]  No PLC software: [ ]  Yes [ ]  No Control system architecture diagrams: [ ]  Yes [ ]  NoOther:       Reference Information:Organization name:       Contact name:       Position / Title:      E-mail address:      Telephone number:       |