Proposer shall use this form to reference three (3) projects of similar scope, complexity, and scale as that outlined in the RFP. One of the three (3) referenced projects must have been implemented within the last five (5) years and be under active operations and Maintenance by the Proposer. Each reference provided may be contacted by the Authority.

Please copy this form in **Microsoft Word** as necessary to provide the requested information to comply with the requirements outlined in Section **1.18.4.3 ELOR Package Section 3 – Staffing, Experience and Approach, B. Proposer Experience and Qualifications** of the RFP. Submit the form as a PDF with the ELOR package according to the instructions in the RFP.

**Proposer’s Name**:

* Prime ☐ Subcontractor

|  |  |  |  |
| --- | --- | --- | --- |
| Reference Company/Agency Name: | | | |
| City: | | State: | |
| Project Manager/Owner Reference: | | Project Manager/Owner Reference Contact Information (Phone Number and/or E-mail Address): | |
| Start and End Dates of the Project: | | Cost of the Project: | |
| Number and Cost of Change Orders (to date): | | | |
| **Alternate Reference\*:** | | | |
| Phone Number: | | E-mail: | |
| Alternate Reference Role on Referenced Project: | | | |
| **Operational Back Office System (OBOS):**  a. Please place a mark next to each scope item the referenced project included. | | | |
| * System Design * Implementation * Modular Development * Operations and Maintenance * Cloud-based Architecture * On Premises Architecture * Infrastructure-as-a-Service * Hybrid (on-premise and cloud mixed) Architecture | * Cloud-based Architecture and Development * Legacy Data Conversion and Migration * API and Software Development * Real-time Transaction processing * Scalability, Capacity and Performance * System Security, VPN, Dual Authentication * Developed and managed real-time data exchange interfaces to external entities | | * GUI and Data Visualization * Reporting & Dashboards * Integration with Roadside Systems * Integrated with Collection Agency Systems Database Optimization, Replication and Storage * Disaster Recovery * Integrated with Commercial Back Office Systems |

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| --- |
| ***Please provide a detailed explanation for each item below:*** |
| 1. For the referenced project, described its relevance to the Authority’s Operational Back Office System Project regarding successfully designing, developing, and implementing and maintaining a transaction processing system of similar scope.   **Note**: The system solution described must be able to process financial transactions, and it must support transaction volumes similar to, or in excess of, those listed in Section 4, Scope of Work and Requirements, Appendix K. |
| 1. For the referenced project, describe any required data migration tasks. Also describe your approach to planning the migration of legacy system data into a solution, and your experience in implementing your migration plan (e.g. migrating, testing, and implanting the new system inclusive of both legacy and new system data). |
| d. For the referenced project, describe the number and types of real-time data exchange interfaces to internal and external entities, and the process undertaken and coordination efforts needed to develop, implement and maintain those interfaces: |
| e. For the referenced project, describe your approach to schedule/deliverable management, and how your team performed with regard to meeting schedule milestone delivery dates for design, development, data migration, testing and implementation of the transaction processing system of similar scope: |
| f. For the referenced project, describe any key performance indicators you had to meet, and your approach to ensuring your system met those requirements: |
| g. For the referenced project, describe the type of architecture used (e.g. cloud, on-premises or hybrid) for the referenced project, and why you chose that solution: |