**APPENDIX C**

**MINIMUM QUALIFICATIONS CERTIFICATION**

**(TO BE SUBMITTED ON RESPONDENT’S LETTERHEAD)**

All Respondents must sign and return this attachment, along with written evidence of how you meet each qualification. The undersigned hereby certifies that the Respondent submitting this response fulfills the minimum qualifications outlined below, as well as the requirements contained in the RFP.

## Minimum Qualifications include:

* The Vendor shall have at least five consecutive years’ experience developing and implementing Budget Application software solutions.
* The Vendor shall provide a project manager with a minimum of seven years’ experience managing software implementation projects for at least 200 users.
* The Vendor shall be licensed to do business in California.

**Firm contractually, and said signature authorizes verification of this information.**

**The undersigned hereby certifies that they are an individual authorized to bind the**

|  |  |  |
| --- | --- | --- |
| Authorized Signature |  | Date |
| Name and Title (please print) |  |  |
| Name of Firm |  |  |