**Organizational Matrix**

Below is a general template HCA will require as part of the bidder response for describing organizational experience. This matrix will help communicate your organizational history and experience to HCA reviewers who will evaluate your competency in the areas where HCA requires support.

Instructions:

For each row, describe specific successes and outcomes your organization achieved in the course of similar work, including time frames. Please name the customer or business area if possible. Also include overall years of experience in the categories listed. ***(Limit to 8 pages).***

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| **Category** | **Description** | **Organizational Experience** |
| Minimum Qualifications | 5 years’ experience successfully managing large complex projects involving multiple business/program partners, cross agency/enterprise wide. |  |
| 5 years’ experience in the health care industry, with one or more relevant project(s). |  |
| 5 years’ experience on one or more project(s) with government partners (Municipal, county, state, federal, etc.) |  |
| Highly Desired Experience Highly Desired Experience(continued)  | Prosci, Inc. Change Management certified practitioner (list experience using these tools, and if not explain what tools have been used). |  |
| Continuous Process Improvement or Problem Solving certification (list experience using these tools).  |  |
| Prior experience using the PPM tool called Clarizen (if not, explain what PPM tools have been used). |  |
| Significant experience in working with a health purchasing state agency on large complex initiatives or projects. |  |
| Significant experience leading projects with state-level agency and program changes, including mergers, acquisitions, creation and restructures. |  |
| Significant experience collecting and managing requirements, and certified with a professional Business Analysis program. |  |
| Significant experience managing IT related projects. |  |
| Describe experience in the six (6) SOW areas  | Overall PM skills and experience outlined in PMBOK. |  |
| IT experience and knowledge |  |
| People/Organizational change management |  |
| Process improvement - Lean |  |
| Experience and knowledge of public sector, health care, and HHS |  |
| Soft Skills |  |