

Attachment 10 includes a separate form (Excel file) for each Key Staff position and contains two (2) parts that must be completed for each proposed candidate:

Part 1 - Resume Tab

Instructions: Include a Resume for all proposed Key Staff. The template prescribes the required content that must be submitted with Proposals in response to the RFP. This format should also be used by the successful Contractor for the duration of the Agreement.

Key Staff Background: Provide Contractor name, Key Staff name, Role of Key Staff within the Contractor organization, duration (in years) in that Role and a description of the Key Staff's role within the organization,

Key Skills: Provide a summary of all skills and qualifications the proposed Key Staff candidate possesses in support of the Key Staff position.

Education/Certifications: Provide education and any relevant certifications. Start with the most recent.

Relevant Experience: This section is optional. For any Projects not cited within Part 2, contractors may provide additional Projects that illustrate experience or background to support their Key Staff candidate. Start with the most recent experience and add as many rows as necessary.

Part 2 - Key Staff Minimum Qualification Tabs (S11 - S12)

Instructions: Complete the Staff Project qualifications portion on each of the tabs of the form (all fields with a white background). All fields on the form must be completed, providing sufficient information to allow the Consortium to validate that the proposed Staff person meets the Minimum Qualifications (MQs).

For each Project, identify the name of the Project, Project/Project Role details, Description of the relevant Project Experience, and Project Contact information.

Project/Project Role details: Provide the Contractor name, Project start and end dates, percentage of time on the Project (100%, 50%, etc.), and name of Role on the Project.

Description of Relevant Experience: Provide a description that includes sufficient detail to verify that the Key Staff role/experience on the Project is relevant the MQ definition.

Contact Information: Provide the name, company/org name, role, email and phone number of a Client/Customer contact for this Project. Contact Information must be provided for a Project to be considered valid.

A full-time equivalent (FTE) is estimated to be approximately 1,920 hours annually. Proposed Staff may not cite full time experience gained working simultaneously on multiple Projects.

If more than six (6) Projects must be cited in order to satisfy the MQ, insert the additional Project and Contact Information and a corresponding new summary table row.

Do not enter any data into the summary section of the tab. All summary table data will be populated from the Project details provided.

If a Project's start and/or end date is prior to the start time of the MQ or a Project does not comply with a specified Project detail, the form provides some basic "error" messaging. This messaging is informational. Contractors are responsible for the accuracy of their submissions and alignment of each Project with the details of the Minimum Qualifications (MQs).

BENEFITS CAL TRANSITION LEAD				
PART 1 – RESUME				
Contractor	Accenture LLP		Candidate Name	James Yemm
Position in the Company	Mobilization (Transition) Senior Manager Project management, stakeholder management, risk management		Length of Time in Position	15 years
Project Position & Responsibilities	Transition Lead James meets the requirements as defined in RFP section 11.1.3.6.3.			
Skills & Qualifications for Project Position	<p>Skills: James is an experienced transition manager who uses his skills in project management, change management, transition, journey management, and collaboration to help clients complete IT-based transitions. James is a leader who creates transition approaches (methodology, description of workstreams, activities, and deliverables) that lead to stable cutovers. He is a leader of cross-functional delivery teams and a collaborator who works closely with his clients during transitions.</p> <p>Qualifications: For 18 years, James has managed and delivered operational transition activities on projects involving complex IT systems (MQ S11: Exceeds) for clients in several industries, including healthcare, federal government, and retail. He has delivered transition programs with complex transitions, transformations, and technology shifts using waterfall and agile delivery methods. He has delivered transition-related services across major offering segments—platform, end user, service management, human resources, network, security, and next-generation services. As a transition manager, James manages the successful transition of large and complex IT systems from one company or contract to another, and he has done so on more than two projects. We highlight four projects here, each lasting longer than the minimum duration of three months (MQ S12: Exceeds). He has led projects and programs in major industries with highly complex operating environments, applications, infrastructure build, migration to cloud, operations establishment, and service desk integration.</p>			
Education (add rows as needed)				
Start	End	Degree / Course of Study	School	
8/1/1992	6/1/1994	MBA in Finance/Strategy	Washington University, John M. Olin School of Business (St. Louis, Mo.)	
8/1/1981	5/1/1986	B.S.B.A. in Finance B.S.B.A. in Economics	University of Missouri, Columbia	
Professional Certifications or Designations (add rows as needed)				
Certification or Designation		Organization	Dates	

Additional Relevant Experience (Add additional tables as needed)					
Project Title #1					
Position Title					
Begin Date		End Date		# of Months	0.0

Scope and Description of Responsibility					
Skills Utilized and Experience Attained					
Project Title #2					
Position Title					
Begin Date		End Date		# of Months	0.0
Scope and Description of Responsibility					
Skills Utilized and Experience Attained					

PART 2 – TRANSITION LEAD MINIMUM QUALIFICATIONS SUMMARY TABLE					
Contractor -	Accenture LLP		Candidate Name -	James Yemm	
Minimum Qualification - S11	A minimum of 18 months of experience within the past ten (10) years, performing operational transition activities on Projects involving complex IT systems.				
Project Name	Start Date	End Date	Percentage of Time	Duration in Months	Project Value
	7/1/2023	4/1/2024	100%	9.0	9.0
ADM/ERP Transition	1/6/2022	8/15/2022	100%	7.3	7.3
	8/1/2020	4/15/2021	100%	8.5	8.5
	10/1/2019	6/15/2020	100%	8.5	8.5
			0%	0.0	0.0
			0%	0.0	0.0
Totals				33.2	33.2

PART 2 – TRANSITION LEAD MINIMUM QUALIFICATIONS PROJECT DETAILS					
Minimum Qualification - S11		A minimum of 18 months of experience within the past ten (10) years, performing operational transition activities on Projects involving complex IT systems.			
Project #1			Contact		
Company Name:			Contact Name & Role:		
Project Name:			Company/Org Name:		
Start Date (MM/DD/YYYY):	7/1/2023	End Date:	4/1/2024	Phone Number:	
Staff Role:	Senior Transition Director	Percentage of Time:	100%	Email:	
Description of relevant experience:	As the Senior Transition Director, James' responsibilities performing operational transition activities on Projects involving complex IT systems included:				
	<div style="background-color: black; height: 150px; width: 100%;"></div>				
Project #2			Contact		

Company Name:	State of Texas, Department of Transportation (TxDOT)			Contact Name & Role:	Melanie Lambert, Transition Lead, Program Management
Project Name:	ADM/ERP Transition			Company/Org Name:	State of Texas, Department of
Start Date:	1/6/2022	End Date (MM/DD/YYYY):	8/15/2022	Phone Number:	
Staff Role:	Transition Manager	Percentage of Time:	100%	Email:	
Description of relevant experience:	<p>The TxDOT ADM/ERP Transition project is a complex IT system with similar services to this project:</p> <ol style="list-style-type: none"> 1. COTS applications including Workday, ServiceNow, and Oracle/Peoplesoft. Accenture proprietary applications including myWizard 2. TxDOT interfaces with county police, fire, emergency medical services, and local municipalities in the maintenance of roads, bridges, highways, airports, rail systems and ports. Additionally, TxDOT interfaces with other statewide agencies and common services that are administered via the State's Department of Administration. 3. The TxDOT solution is accessed by 12,000 employees and millions of users who use Texas' roads, bridges, highways, airports, rail systems and ports. 4. The solution contract value is \$110 million. 5. The TxDOT solution includes a user-facing, multi-tiered, web-based portal application and accompanying systems. TxDOT provides real-time updates on road conditions, travel impacts, and requests for repair and maintenance services. <p>As the Transition Manager, James' responsibilities performing operational transition activities on Projects involving complex IT systems included:</p> <p>Project scope</p> <ul style="list-style-type: none"> • Managed operational transition activities on this TxDOT project involving a complex IT system, transitioning from six smaller providers to Accenture • Led a global Transition team of more than 150 professionals in the U.S., India, and the Philippines, using PMI, ITIL, and SAFe program management principles • Successfully completed the transition on time and on budget • Managed all of the application managed services (AMS) and enterprise resource planning (ERP) transition-in activities to deliver a successful transition of applications and ERP portfolios for four regions, 25 districts, and 12,000 employees; Levels 1–3 support; and shared Level 4 support for engineering and design • Developed, delivered, maintained and executed a Transition-In master plan and schedule with TxDOT that served as a master document by which other transition documents were referred, including transition plans for applications, security, and automation • Performed gap analysis between existing documents and industry best practices to identify areas for change in TxDOT plans • Developed working plans for TxDOT based on the Transition-In Work Plan and prepared reports for TxDOT containing direct outputs from the Transition-In Work Plan • Developed, delivered, maintained, and executed a Transition-In Work Schedule with TxDOT and updated as needed until transition completion • Enabled client organizational change by leading a comprehensive change management program, including: 				

Description of relevant experience.		<ul style="list-style-type: none"> - Internal/external communications, transformation measurements, surveys, and change champion teams - Supported the TxDOT client in understanding the scope and schedule of end-to-end transition activities and the related organization change management plans • Scheduled, tracked, documented, recorded, and shared agendas and meeting minutes for weekly and monthly transition meetings • Managed the rapid service transition to mitigate the attrition of more than 180 client personnel with capacity staffing enabled and onboarded into operations within one month of transition start • Established client training academy for retained and impacted team members with mapped learnings aligned to new roles and market relevant skills • Created a comprehensive risk management and service continuity plan to comply with attrition impacts, business criticality, and TxDOT's zero outage transition requirements • Managed project risks and developed mitigation plans to minimize potential impact to end users and business operations during transition <p>Collaboration</p> <ul style="list-style-type: none"> • Worked with TxDOT's existing IT services and State agency personnel to accomplish a smooth transition of all TxDOT application managed services and ERP applications—including with the incumbent contractors to align on the roles and responsibilities, activities, and schedule for transitioning services • Supported the TxDOT's leadership team to manage staff transitions for TxDOT's future organizational model • Collaborated with the TxDOT transition manager to implement and manage a comprehensive project transition office and Organizational Change Management team to manage transition activities and related communications and change management activities • Worked with the TxDOT transition manager to plan, manage, execute, and close out transition activities and support alignment across Transition teams • Led daily, weekly, and monthly meetings with TxDOT executives and internal and external stakeholders to discuss the progress of transition activities 	
Project #3		Contact	
Company Name:			
Project Name:			
Start Date (MM/DD/YYYY):	8/1/2020	End Date: 4/15/2021	
Staff Role:	Transition Manager	Percentage of Time: 100%	

Description of relevant experience:

The Bridgestone AMS/IMS/Service Desk Transition project is a complex IT system with similar services to this project:

[Redacted]

[Redacted]

[Redacted]

Description of relevant experience:

[Redacted]

Project #4

Project #4			Contact	
Company Name:	[Redacted]		Contact Name & Role:	Lou Nosko, Director, Enterprise Project Portfolio Management (Transition Lead)
Project Name:	[Redacted]		Company/Org Name:	[Redacted]
Start Date (MM/DD/YYYY):	10/1/2019	End Date:	6/15/2020	
Staff Role:	Transition Manager	Percentage of Time:	100%	
			Phone Number:	
			Email:	

	<p>[REDACTED]</p>
	<p>[REDACTED]</p>

Description of relevant experience:

Description of relevant experience.

[REDACTED]

PART 2 – TRANSITION LEAD MINIMUM QUALIFICATIONS SUMMARY TABLE					
Contractor -	Accenture LLP		Candidate Name -	James Yemm	
Minimum Qualification - S12	Experience within the past ten (10) years, managing the successful transition of IT systems from one (1) company or contract to another on at least two (2) separate Projects. The Transition Manager's experience will have been for a minimum duration of three (3) months for each Project.				
Project Name	Start Date	End Date	Percentage of Time	Duration in Months	Project Value
ADM/ERP Transition	1/6/2022	8/15/2022	100%	7.3	7.3
Application Managed Services (AMS)/Infra	8/1/2020	4/15/2021	100%	8.5	8.5
AMS/IMS/Security/Service Desk Transition	10/1/2019	6/15/2020	100%	8.5	8.5
			0%	0.0	0.0
			0%	0.0	0.0
			0%	0.0	0.0
Totals				24.2	24.2

PART 2 – TRANSITION LEAD MINIMUM QUALIFICATIONS PROJECT DETAILS					
Minimum Qualification - S12	Experience within the past ten (10) years, managing the successful transition of IT systems from one (1) company or contract to another on at least two (2) separate Projects. The Transition Manager's experience will have been for a minimum duration of three (3) months for each Project.				
Project #1				Contact	
Company Name:	State of Texas, Department of Transportation (TxDOT)			Contact Name & Role:	Melanie Lambert, Transition Lead, Program Management
Project Name:	ADM/ERP Transition			Company/Org Name:	State of Texas, Department of Transportation (TxDOT)
Start Date (MM/DD/YYYY):	1/6/2022	End Date (MM/DD/YYYY):	8/15/2022	Phone Number:	
Staff Role:	Transition Manager	Percentage of Time:	100%	Email:	

Description of relevant experience:	<p>The TxDOT ADM/ERP Transition project is a complex IT system with similar services to this project:</p> <ol style="list-style-type: none"> 1. COTS applications including Workday, ServiceNow, and Oracle/PeopleSoft. Accenture proprietary applications including myWizard 2. TxDOT interfaces with county police, fire, EMS, and local municipalities in the maintenance of roads, bridges, highways, airports, rail systems and ports. Additionally, TxDOT interfaces with other statewide agencies and common services that are administered through the State's Department of Administration. 3. The TxDOT solution is accessed by 12,000 employees and millions of users who use Texas' roads, bridges, highways, airports, rail systems, and ports. 4. The solution contract value is \$110 million. 5. The TxDOT solution includes a user-facing, multi-tiered, web-based portal applications and accompanying systems. TxDOT provides real-time updates on road conditions, travel impacts, and requests for repair and maintenance services. <p>As the Transition Manager, James' responsibilities managing the successful transition of IT systems from the incumbent provider to Accenture included:</p> <p>Project scope</p> <ul style="list-style-type: none"> • Managed operational transition activities on this TxDOT project involving a complex IT system from the incumbent provider to Accenture • Managed all of the application managed services (AMS) and enterprise resource planning (ERP) transition-in activities to deliver a successful transition of applications and ERP portfolios for four regions, 25 districts, and 12,000 employees; Levels 1–3 support; and shared Level 4 support for engineering and design • Successfully completed the transition on time and on budget • Led a global Transition team of 150 professionals in the U.S., India, and the Philippines, using PMI, ITIL, and SAFe program management principles • Managed the rapid service transition to mitigate the attrition of 180 client employees with capacity staffing enabled and onboarded into operations within one month of transition start • Developed, delivered, maintained, and executed Transition-In Master Plan with TxDOT that served as a master document by which other transition documents were referred • Performed gap analysis between existing documents and industry best practices to identify areas for change in TxDOT plans • Developed working plans for TxDOT based on the Transition-In Work Plan and prepared reports for TxDOT containing direct outputs from the Transition-In Work Plan • Developed, delivered, maintained, and executed a Transition-In Work Schedule with TxDOT and updated as needed until transition completion • Scheduled, tracked, documented, recorded, and shared agendas and meeting minutes for weekly and monthly transition meetings
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Description of relevant experience:		<ul style="list-style-type: none"> • Achieved on-time completion of the transition • Enabled client organizational change by leading a comprehensive change management program, including: <ul style="list-style-type: none"> - Internal/external communications, transformation measurements, surveys, and Change Champion teams - Supported TxDOT in understanding the scope and schedule of end-to-end transition activities and the related organization change management plans • Established client training academy for retained and impacted team members with mapped learnings aligned to new roles and market-relevant skills • Developed, delivered, and maintained an integrated master schedule/work plan for the full project scope that included transition plans for applications, security, and automation • Created a comprehensive risk management and service continuity plan to comply with attrition impacts, business criticality, and TxDOT's zero-outage transition requirements • Managed project risks and developed mitigation plans to minimize potential impact to end users and business operations during transition 			
		Collaboration <ul style="list-style-type: none"> • Worked with TxDOT's existing IT services and State agency personnel to accomplish a smooth transition of all TxDOT application managed services and ERP applications—including with the incumbent contractors to align on the roles and responsibilities, activities, and schedule for transitioning services • Supported TxDOT's leadership team to manage staff transitions for TxDOT's future organizational model • Collaborated with the TxDOT transition manager to implement and manage a comprehensive project transition office and Organizational Change Management team to manage transition activities and related communications and change management activities • Worked with the TxDOT transition manager to plan, manage, execute, and close out transition activities and support alignment across Transition teams • Led daily, weekly, and monthly meetings with TxDOT executives and internal and external stakeholders to discuss the progress of transition activities 			
Project #2			Contact		
Company Name:				Contact Name & Role:	
Project Name:				Company/Org Name:	
Start Date:	8/1/2020	End Date:	4/15/2021	Phone Number:	
Staff Role:	Transition Manager	Percentage of Time:	100%	Email:	

Description of relevant experience:

Project #3		Co			
Company Name:			Contact Name & Role:		
Project Name:			Company/Org Name:		
Start Date (MM/DD/YYYY):	10/1/2019	End Date:	6/15/2020	Phone Number:	
Staff Role:	Transition Manager	Percentage of Time:	100%	Email:	

<div data-bbox="128 136 535 922" data-label="Text"> <p>Description of relevant experience:</p> </div>	<div data-bbox="556 136 1929 479" data-label="Text"> <p>[REDACTED]</p> </div> <div data-bbox="556 495 1929 527" data-label="Text"> <p>[REDACTED]</p> </div> <div data-bbox="556 544 1929 917" data-label="Text"> <p>[REDACTED]</p> </div>
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Description of relevant experience:

[Redacted content]

Project #4

Project #4		Contact	
Company Name:		Contact Name & Role:	
Project Name:		Company/Org Name:	
Start Date (MM/DD/YYYY):		End Date:	
Staff Role:		Percentage of Time:	
		Phone Number:	
		Email:	

Description of relevant experience:

[Redacted content]

Project #5

Project #5		Contact	
Company Name:		Contact Name & Role:	
Project Name:		Company/Org Name:	
Start Date (MM/DD/YYYY):		End Date:	
Staff Role:		Percentage of Time:	
		Phone Number:	
		Email:	

[Redacted content]

Description of relevant experience:					
Project #6				Contact	
Company Name:				Contact Name & Role:	
Project Name:				Company/Org Name:	
Start Date (MM/DD/YYYY):		End Date:		Phone Number:	
Staff Role:		Percentage of Time:		Email:	
Description of relevant experience:					