



# Request for Proposals Qualifications of Proposer Key Personnel Workload Capacity

**Instructions:** This form is to be completed for each of the Key Personnel identified in Form RFP-QT. Month 1 is to be calculated starting the 3<sup>rd</sup> month after the month the RFP is due. (If the RFP is due in March then Month 1 would be June).

**RFP Title:** \_\_\_\_\_

**RFP Solicitation No.:** \_\_\_\_\_

**Name of Key Personnel:** \_\_\_\_\_

Name of Project	Owner of Project	Value of Project	Role in Project	Status of Project

Availability based on % of time per month

Month 1 _____	Month 2 _____	Month 3 _____
Month 4 _____	Month 5 _____	Month 6 _____
Month 7 _____	Month 8 _____	Month 9 _____
Month 10 _____	Month 11 _____	Month 12 _____

Status Abbreviations:

PD= Pre-Design	P=Permitting
SD = Schematic Design	CA=Construction Administration
DD = Design Development	PC- Post Construction
CD = Construction Documents	