1. **Personnel Experience**

Please include a reference chart that describes the experience and qualifications of personnel who will be assigned to work, or direct work on TIDO projects. This will allow TIDO to review personnel’s subject expertise and IP experience, an example template is provided below:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Personnel Category** | **Number of Years with Firm** | **Date of Admission to the Bar** | **Date of Admission by the USPTO OED** | **Advanced Degrees** | **Technical Areas of Expertise** | **Patent Applications Drafted or Prosecuted in the past 2 years** | **Percent of Non-Provisionals allowed** |
| Partner |  |  |  |  |  |  |  |
| Senior Associate |  |  |  |  |  |  |  |
| Junior Associate |  |  |  |  |  |  |  |
| Patent Agent |  |  |  |  |  |  |  |

1. For each law Firm personnel proposed, respondents should include the following information:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Personnel** | **Year 1 Fully Loaded Hourly Rate** | **Year 2 Fully Loaded Hourly Rate** | **Year 3 Fully Loaded Hourly Rate** | **Year 4 Fully Loaded Hourly Rate** |
| Partner |  |  |  |  |
| Senior Associate |  |  |  |  |
| Junior Associate |  |  |  |  |
| Patent Agent |  |  |  |  |
| Case Manager/ Paralegal |  |  |  |  |
| Other |  |  |  |  |

1. *Other expenses incurred including filing fees, drawings, faxing, telephone courier, other delivery, foreign agents and travel agents must be approved by TIDO and shall not include markup by the Firm.*
2. *Sub-contracting by the awardee Firm will require written approval by TIDO.*
3. *It should be understood that there will be a cap on how much the rates could increase in subsequent renewals beyond the initial time period contemplated.*