

RFP- 23-73722 Fee-for-Service Non-Emergency Medical Transportation

ATTACHMENT A1 INDIANA VETERAN OWNED SMALL BUSINESS RFP SUBCONTRACTOR COMMITMENT FORM¹

If participation is met through use of respondents who supply products and/or services directly to the Respondent, the Respondent must provide a description of products and/or services provided that are directly related to this proposal and the cost of direct supplies for this proposal. Respondents must complete the Subcontractor Commitment Form in its entirety.

Respondents must use the Administrative Bid Amount assumption provided. These assumptions are strictly for the purposes of establishing a standard response basis. Any volume assumptions are in no way intended to predict actual volume. The Administrative Bid Amount is a four-year estimate established for the purpose of calculating MWBE, IVOSB, and IEI percentage commitments and RFP scoring. The MWBE and IVOSB subcontractor commitment percentages are based on the initial term of the contract for scoring purposes, however, the subcontractor commitment shall apply to the life of the contract including any time after the initial term.

If the Respondent to the solicitation is an IVOSB certified entity, the letter confirming same should be submitted with their response. Therefore, the Respondent has the responsibility to alert IDOA of their certification. The IVOSB Respondent will receive the total points for the IVOSB evaluation criteria per section 3.2.7. Additional ISVOB subcontractors must be included if the IVOSB Respondent is seeking the additional bonus point.

The IVOSB respondent must list their **company contact information only** on the IVOSB Subcontractor Commitment Form.

Failure to address these goals may impact the evaluation of your Proposal. The Department will verify all information included on the IVOSB Subcontractor Commitment Form.

Prime Contractors must ensure that the proposed IVOSB subcontractors meet the following criteria:

- Must be listed on Federal Center for Veterans Business Enterprise VETBIZ at <https://www.vetbiz.va.gov/vip/> under INDIANA, or listed at State of Indiana Certified M/W/IVOSB list at <https://www.in.gov/idoa/mwbe>, **on or before** the proposal due date.
- Prime Contractor must include with their proposal the subcontractor's veteran business Certification Letter provided by either IDOA or Federal Govt. VETBIZ at <https://www.vetbiz.va.gov/vip/>, to show current status of certification.
- Each firm may only serve as one classification – MBE, WBE (see Section 1.21) or IVOSB
- IVOSB must have a Bidder ID (see Section 2.3.8 - Department of Administration, Procurement Division).
- A Prime Contractor who is an IVOSB **can** count their own workforce or companies to meet this requirement, (see IAC 25-9-4-1 (c))
- **Must serve a Valuable Scope Contribution (VSC). The firm must serve a value-added purpose on the engagement, as confirmed by the State.**
- Must provide goods or services only in the industry area for which it is certified as listed in the VETBIZ federal registry, at <https://www.vetbiz.va.gov/vip/> under INDIANA or at State of Indiana Certified M/W/IVOSB list at <https://www.in.gov/idoa/mwbe>. Must be used to provide the goods or services specific to the contract.

¹ The Indiana Veteran Business Program is governed by IC 5-22-14 and 25 IAC 9.

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INDIANA VETERAN OWNED SMALL BUSINESS RFP SUBCONTRACTOR LETTER OF COMMITMENT

A signed letter(s), on company letterhead, from the IVOSB(s) must accompany the IVOSB Subcontractor Commitment Form. Each letter shall state and will serve as acknowledgement from the IVOSB of its subcontract amount, a description of products and/or services to be provided on this project, and approximate date the subcontractor will perform work on this contract. For scoring purposes only, the IVOSB subcontractor amount and subcontractor percentage is based on the initial term of the contract. However, the subcontractor commitment shall apply to the life of the contract including any time after the initial term.

The State may deny evaluation points if the letter(s) is/are not attached, not on company letterhead, not signed and/or does not reference and match the subcontract amount, subcontract amount as a percentage of the **“ADMINISTRATIVE BID AMOUNT”** and the anticipated period that the Subcontractor will perform work for this solicitation.

By submission of the Proposal, the Respondent acknowledges and agrees to be bound by the rules and requirements of the State's IVOSB Program. Questions involving the regulations governing the IVOSB Subcontractor Commitment Form should be directed to: Division of Supplier Diversity at indianaveteranspreference@idoa.in.gov, (317) 232-3061 or [the Supplier Diversity website](#).

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STATE OF INDIANA IVOSB SUBCONTRACTOR COMMITMENT FORM

RFP#: 23-73722

ADMINISTRATIVE BID AMOUNT: \$ 18,728,065

Company Name: GenTech Associate, Inc.	Contact Person: Scott Chaplin	
Address: 9100 Purdue Road, Suite 200 Indianapolis, IN 46268	E-mail: scott@gentechassociates.com	
Sub-Contract Amount: \$1,600,000	Telephone Number: (317) 547-4809	Fax Number: ()
Sub-Contract Percentage of Total Bid: 8.54%	Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract: GenTech has been contracted to provide all driving training to all of the transportation providers in the network.	
Provide approximate dates when Sub-Contractor will perform on this project: July 1, 2024-June 30, 2028		

Verida, Inc.
 Respondent Firm
 843 Dallas Highway
 Address
 Villa Rica, GA 30180
 City/State/Zip Code
 Dena Adams-McNeish
 Representative
 4/28/23
 Date

404-290-8581
 Telephone Number
 678-868-1487
 Fax Number
 dadams@verida.com
 Email Address
 Signed by: *Dena Adams-McNeish*
 Authorizing Signature
 Dena Adams-McNeish, Chief Development Officer
 Printed Name and Title

☐ Please check if additional forms are attached.
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FORM MUST BE COMPLETED IN ITS ENTIRETY WITH COMPLETED LETTERS OF COMMITMENT.