

**ATTACHMENT A
MINORITY & WOMEN'S BUSINESS ENTERPRISES RFP SUBCONTRACTOR
COMMITMENT FORM**

In accordance with 25 IAC 5-5, the respondent is expected to submit with its proposal a Minority & Women's Business Enterprises RFP Subcontractor Commitment Form. The Form must show that there are, participating in the proposed contract, Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) listed in the Minority and Women's Business Enterprises Division (MWBE) directory of certified firms located at <https://www.in.gov/idoa/mwbe/>.

If participation is met through use of vendors 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. The amount entered in "**TOTAL BID AMOUNT**" should match the amount entered in the Attachment D, Cost Proposal Template Tab Cost Summary cell (E12).

Failure to meet these goals will affect the evaluation of your Proposal. The Department reserves the right to verify all information included on the MWBE Subcontractor Commitment Form.

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

- Must be listed on the IDOA Directory of Certified Firms, **on or before** the proposal due date
- Prime Contractor must include with their proposal the subcontractor's M/WBE Certification Letter provided by IDOA, to show current status of certification.
- Each firm may only serve as one classification – MBE, WBE, or IVOSB (see section 1.22)
- A Prime Contractor who is an MBE or WBE must meet subcontractor goals by using other listed certified firms. Certified Prime Contractors cannot count their own workforce or companies to meet this requirement.
- **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 service only in the industry area for which it is certified as listed in the directory at <https://www.in.gov/idoa/mwbe/>.
- Must be used to provide the goods or services specific to the contract
- National Diversity Plans are generally not acceptable

**MINORITY & WOMEN'S BUSINESS ENTERPRISES RFP SUBCONTRACTOR LETTER OF
COMMITMENT (MWBE)**

A signed letter(s), on company letterhead, from the MBE and/or WBE must accompany the MWBE Subcontractor Commitment Form. Each letter shall state and will serve as acknowledgement from the MBE and/or WBE 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. The MBE and/or WBE subcontractor amount and subcontractor percentage is only based on the initial term of the contract, unless the products and/or services are needed beyond the initial term. Any products and/or services desired after the initial term will require separate negotiations between the prime contractor and subcontractor. The State may deny evaluation points if the letter(s) is 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 "**TOTAL 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 regulatory processes involving the State's M/WBE Program. Questions involving the regulations governing the MWBE Subcontractor Commitment Form should be directed to: Minority and Women's Business Enterprises Division at (317) 232-3061 or <https://www.in.gov/idoa/mwbe/>.

STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

RFP#: **23-72538** - Library E-Rate Service Provider

TOTAL BID AMOUNT: (Enter total \$ amount listed in Cost Summary Worksheet) (Estimated \$X over the term of the contract if all sites procured)

<input checked="" type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm		
Company Name: Revere Consulting		Contact Person: William Howell
Address: 4942 Bayview Dr. Richton Park, IL 60471		E-mail: whowell@revereconsulting.net
Sub-Contract Amount: Estimated \$63,746 if all sites procured		Telephone Number: Fax Number: (708) 753-7960 x337 ()
Sub-Contract Percentage of Total Bid: 8%		Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u> Field Service; Circuit Installation, Ongoing Delivery, Troubleshooting and Maintenance; Staff Augmentation, Telecom Auditing and Management
Provide approximate dates when Sub-Contractor will perform on this project: July 1, 2023 – June 30, 2027		

<input checked="" type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm		
Company Name: Matrix Integration		Contact Person: Rob Wildman
Address: 417 Main St. Jasper, IN 47546		E-mail: rwildman@matrixintegration.com
Sub-Contract Amount: Estimated \$63,746 if all sites procured		Telephone Number: Fax Number: (812) 481-5038 ()
Sub-Contract Percentage of Total Bid: 8%		Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u> Field Service; Circuit Installation, Ongoing Delivery, Troubleshooting and Maintenance; Staff Augmentation, Telecom Auditing and Management
Provide approximate dates when Sub-Contractor will perform on this project: July 1, 2023 – June 30, 2027		

ENA Services, LLC
 Respondent Firm
 618 Grassmere Park Drive, Suite 12
 Address
 Nashville, TN 37211
 City/State/Zip Code
 Representative
 November 3, 2022
 Date

(615) 312-6000
 Telephone Number
 (615) 312- 6099
 Fax Number
gnelson@ena.com
 Email Address

 Authorizing Signature
 Gayle Nelson, Chief Revenue Officer
 Printed Name and Title

Please check if additional forms are attached.
 Page _____ of _____

**FORM MUST BE COMPLETED IN ITS ENTIRETY WITH COMPLETED LETTERS OF
COMMITMENT.**

October 11, 2022

Re: Indiana RFP # 23-72538

To Whom it May Concern:

Revere Consulting Company, Inc. a registered MBE with the State of Indiana Department of Administration has entered subcontracting relationship with Education Networks of America, Inc. participating in the response to the Indiana Department of Administration RFP # 23-72538 for Internet Access and WAN Connectivity Services.

Revere Consulting Company, Inc. will be providing services under this contract.

- The percentage of the Total Bid Amount is estimated at 8%

Description of products and/or services:

- Field Service; Circuit Installation, Ongoing Delivery, Troubleshooting and Maintenance; Staff Augmentation, Telecom Auditing and Management

Dates of Project: July 1, 2023 – June 30, 2027

Please accept this document as our letter of intent.

Sincerely,

Jennifer Pekny

Jennifer Pekny

October 12, 2022

Re: Indiana RFP#:23-72538
Project Dates: July 1, 2023 – June 30, 2027

To Whom it May Concern:

Matrix Integration, a registered WBE with the State of Indiana Department of Administration, will be entering into a subcontracting relationship with Education Networks of America, Inc., in the event that ENA has won the contract.

The percentage of the Total Bid Amount is estimated at 8% to be performed by Matrix Integration.

Description of products and/or services:

- Field Service
- Circuit Installation
- Ongoing Delivery
- Troubleshooting and Maintenance
- Staff Augmentation
- Telecom Auditing and Management

Please accept this document as our letter of intent.

A handwritten signature in blue ink that reads "Rob Wildman".

Rob Wildman
VP of Managed Services
Matrix Integration
417 Main St, Jasper, IN 47546





STATE OF INDIANA

Eric J. Holcomb, Governor

DEPARTMENT OF ADMINISTRATION
Division of Supplier Diversity

Indiana Government Center South
402 West Washington Street, Room W462
Indianapolis, IN 46204
(317) 232 - 3061

April 27, 2022

Ms. Brenda Stallings
Matrix Integration LLC
417 Main Street
Jasper, IN 47546

Subject: Application for WBE Certification

Dear Ms. Stallings,

Congratulations! The Indiana Department of Administration, Division of Supplier Diversity is pleased to inform you that **Matrix Integration LLC** is hereby certified as a Women's Business Enterprise (WBE).

Your company provides a commercially useful function in the areas listed below. Only work performed in these areas will be counted towards Women's Business Enterprise participation:

UNSPSC CODE(S)

<i>Code</i>	<i>Description</i>
26121600	Electrical cable and accessories
43000000	Information Technology Broadcasting and Telecommunications
43190000	Communications Devices and Accessories
43210000	Computer Equipment and Accessories
81110000	Computer Services
82141505	Computer generated design services
83110000	Telecommunications media services

On September 13, 2010, the Governor's Commission on Supplier Diversity approved the department's effort to streamline its recertification process. Instead of conducting an onsite visit to each company seeking recertification, the department now has the discretion to waive the visit after a thorough review of the company's file and recertification documents. We have approved your recertification and it is valid through **April 30, 2025**. Please note that IDOA continues to reserve the right to conduct a site visit or phone interview at any time with certified companies.

Although your certification is valid for three years, you are required to submit an annual *Affidavit of Continued Eligibility (ACE)* form, located at www.in.gov/idoa/mwbe/files/ACE_Form.pdf. Please remember that you must notify us immediately if any changes occur. Failure to notify us of changes or to provide an ACE form annually will result in the revocation of your certification. Changes include, but are not limited to, changes in location, contact information, ownership, and control.

We encourage you to visit IDOA's procurement website, www.in.gov/idoa/2464.htm, and update your Business Registration Profile. You must review and update your profile regularly, because state purchasing agents and prime contractors may use this information to contact you for business opportunities.

Referencing: Matrix Integration LLC

While this letter serves as notification of certification, it does not serve to prove continued eligibility. Please visit <https://www.in.gov/idoa/mwbe/2743.htm> to verify your certification status. Please contact our office at (317) 232-3061 or mwbe@idoa.in.gov if you have any other questions or concerns about your letter.

Sincerely,

Kesha Rich

Kesha Rich, Director of Certification
Indiana Department of Administration
Division of Supplier Diversity