



# 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

May 26, 2022

Ms. Renae Azziz  
**Virtuoso Education Consulting, LLC**  
9450 E Raymond St  
Indianapolis, IN 46239

Subject: Application for M/WBE Certification

Dear Ms. Azziz,

***Congratulations!*** The Indiana Department of Administration, Division of Supplier Diversity is pleased to inform you that **Virtuoso Education Consulting, LLC** is hereby certified as a Minority and Women's Business Enterprise (M/WBE).

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

### UNSPSC CODE(S)

| <i>Code</i> | <i>Description</i>   |
|-------------|--|
| 43211606    | Multimedia kits  |
| 60101700    | Teacher resource materials   |
| 60105202    | Study skills instructional materials                                     |
| 60105421    | Understanding or dealing with cultural diversity instructional materials |
| 80101504    | Strategic planning consultation services                                 |
| 80101600    | Project management   |
| 80111600    | Temporary personnel services   |
| 80111700    | Personnel recruitment  |
| 80161500    | Management support services  |
| 81112000    | Data services  |
| 86101710    | Teacher training services  |
| 86111501    | Distance learning guidance services                                      |
| 86111502    | Distance teaching services   |
| 86111505    | Distance learning assessment services                                    |
| 86141501    | Educational advisory services  |
| 93141709    | Cultural policy 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 **May 31, 2025**. Please note that IDOA continues to reserve the right to conduct a site visit or phone interview at any time to certified companies.

Although your certification is valid for a three-year period, you are required to submit an annual **Affidavit of Continued Eligibility (ACE)** form, located at [https://www.in.gov/idoa/wbt/DSDCert\\_ACE/index.html](https://www.in.gov/idoa/wbt/DSDCert_ACE/index.html). Please remember you must notify us immediately if any changes occur. Failure to notify us of changes or to provide the ACE form annually will result in revocation of your certification. Changes include, but are not limited to, changes in location, contact information, ownership or control.

We encourage you to visit IDOA's procurement website, [www.in.gov/idoa/2464.htm](http://www.in.gov/idoa/2464.htm), and update your Business Registration Profile. It is important that you review and update your profile regularly, because state purchasing agents and prime contractors may use this information to contact you for business opportunities.

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 certification status. Please contact our office at (317) 232-3061 or [mwbe@idoa.in.gov](mailto: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

KR/CB