

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 (MWBED) directory of certified firms located at <http://www.in.gov/idoa/2352.htm>.

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.

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 <http://www.in.gov/idoa/2352.htm>
- 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 <http://www.in.gov/idoa/2352.htm>.

STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

RFP#: 21-873

DUE DATE: 9/15/2020

TOTAL BID AMOUNT: \$44,874,710

<input checked="" type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm	
Company Name: Pillow Express Logistics	Contact Person: G. Eddie Pillow, President
Address: 5128 West 79 th Road Indianapolis, IN 46268	E-mail: epillow@pillowlogistics.com
Sub-Contract Amount: \$5,862,208	Telephone Number: (317) 415-4000 Fax Number: (317) 415-4009
Sub-Contract Percentage of Total Bid: 13.06%	Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract</u> : Pillow will procure specialized coil aluminum for the manufacture of license plates. Pillow will inspect for quality and check the widths of the material. Pillow will transport aluminum to IHG as needed. Pillow will store aluminum for both IHG's regular production needs and for IHG as it relates to Disaster Recovery purposes.
Provide approximate dates when Sub-Contractor will perform on this project: January 21, 2021 – January 20, 2028	

<input type="checkbox"/> MBE Firm <input checked="" type="checkbox"/> WBE Firm	
Company Name: Langham Logistics	Contact Person: Cathy Langham, President
Address: 5335 W. 74 th Street Indianapolis, IN 46268	E-mail: CathyLangham@elangham.com
Sub-Contract Amount: \$ 5,705,000	Telephone Number: (317) 471-5049 Fax Number: (317) 471-5079
Sub-Contract Percentage of Total Bid: 12.71%	Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract</u> : Langham will procure reflective sheeting and other consumable items for the manufacture of license plates. Langham will inspect for quality and proper sheeting widths. Langham will store reflective sheeting for IGH's regular production needs and will store reflective sheeting and other consumable items for IHG as it relates to Disaster Recovery Purposes.
Provide approximate dates when Sub-Contractor will perform on this project: January 21, 2021 – January 20, 2028	

Irwin Hodson Group Indiana, LLC
 Respondent Firm
 2980 E. Coliseum Blvd., Ste. 102 (PO Box 5176)
 Address
 Ft. Wayne, IN 46805 (46895)
 City/State/Zip Code
 Brad Barondeau
 Representative
 Date September 14th 2020

(260) 482-8052
 Telephone Number
 (503) 234-1761
 Fax Number
 bbarondeau@wihgroup.com
 Email Address

 Authorizing Signature
 Todd Lawrence President/CEO
 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.



Langham Logistics

Indianapolis, IN

Mr. Brad Barondeau
Irwin Hodson Group
2980 E. Coliseum Blvd., Suite 102
Fort Wayne, IN 46895

Dear Mr. Barondeau,

This letter is confirmation of the intent for Langham Logistics, an Indiana Woman Business Enterprise (WBE) registered with the State of Indiana as such, to participate with the Irwin Hodson Group (IHG) on the State of Indiana RFP 21-873 – On Demand Production and Distribution of License Plates and Registration Documents.

For this project, we have committed to support IHG in a variety of key strategic ways. Our scope of work includes:

- ◆ The material requirements and logistics on behalf of IHG of key components of the RFP requirements:
 - Reflective material that will be used to manufacture license plates that meet the Indiana RFP requirements
 - Quality control of sheeting – type, width, length, visual defects
 - Consumable materials required by IHG to satisfy the requirements of the RFP
 - Equipment and other hardware required by IHG to satisfy the requirements of the RFP
- ◆ Warehousing of said materials as required
 - Warehousing of reflective sheeting and other consumable materials to ensure appropriate safety stock levels
 - Warehousing of reflective sheeting and other consumable materials for Disaster Recovery purposes
- ◆ Transportation of reflective sheeting
 - From Langham Logistics to IHG as needed for consumption

The work performed by Langham Logistics is estimated to commence approximately January 20, 2021 through January 19, 2028. Langham Logistics acknowledges that the work performed by Langham Logistics over the entire seven (7) year period of the contract is projected to be \$5,705,000 The amount to be charged by Langham Logistics represents 12.71 percent of the total IHG bid amount of \$44,874,710

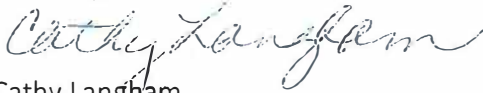
Langham Logistics is pleased to have the opportunity to participate with IHG on this RFP. We are registered to do business with the State of Indiana and are in good standing (1988060230). (FEIN #35-1745665) Enclosed please find our Minority Business Enterprise certification documentation.

We are an Indiana company with our principal place of business in Indiana.

This letter is also our commitment to maintain all required permits, licenses, registrations, and approvals, and shall comply with all health, safety, and environmental statutes, rules, or regulations in the performance of work activities for the State.

Langham Logistics confirms that neither our company nor any of our principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into this Contract by any federal agency or by any department, agency or political subdivision of the State of Indiana.

Sincerely,

A handwritten signature in blue ink that reads "Cathy Langham". The signature is fluid and cursive, with the first name "Cathy" and last name "Langham" clearly distinguishable.

Cathy Langham
President
Langham Logistics

Pillow Express Logistics
5128 West 79th Road
Indianapolis, IN 46268

Mr. Brad Barondeau
Irwin Hodson Group
2980 E. Coliseum Blvd., Suite 102
Fort Wayne, IN 46895

Dear Mr. Barondeau,

This letter is confirmation of the intent for **Pillow Express Delivery d/b/a Pillow Logistics**, an Indiana Minority Business Enterprise (MBE) registered with the State of Indiana as such, to participate with the Irwin Hodson Group (IHG) on the State of Indiana RFP 21-873 – On Demand Production and Distribution of License Plates and Registration Documents.

For this project, we have committed to support IHG in a variety of key strategic ways. Our scope of work includes:

- ◆ The material requirements and logistics on behalf of IHG of key components of the RFP requirements:
 - Specialized aluminum coil that will be used to manufacture license plates that meet the Indiana RFP requirements
 - Equipment and other hardware required by IHG to satisfy the requirements of the RFP
- ◆ Warehousing of said materials as required
 - Warehousing of aluminum and other consumable materials to ensure appropriate safety stock levels
 - Warehousing rate \$5.00 in / out per pallet for a total of \$8.00 ; Monthly rate of warehousing per pallet of \$20.00
- ◆ Transportation of aluminum coil
 - From Jupiter Aluminum to Pillow Logistics for warehousing.
 - Per one-way load \$275.00* (Box Truck only)
 - Quoted at carrier rate plus 5% if 3rd party carrier
 - From Pillow Logistics to IHG as needed for consumption.

- Per one-way load \$475.00
- From Jupiter Aluminum to IHG for consumption
- Quote

Pillow Logistics acknowledges that the work performed by Pillow Logistics will be provided over the duration of the agreement. The amount to be charged by Pillow Logistics will be \$5,862,208 which represents 13.06 percent of the total IHG bid amount of \$44,874,710

The work performed by Pillow Logistics is estimated to commence approximately January 20, 2021 through January 19, 2028.

Pillow Logistics is pleased to have the opportunity to participate with IHG on this RFP. We are registered to do business with the State of Indiana and are in good standing (0000002087). (FEIN #35-1790900) Enclosed please find our Minority Business Enterprise certification documentation.

We are an Indiana company with our principal place of business in Indiana.

This letter is also our commitment to maintain all required permits, licenses, registrations, and approvals, and shall comply with all health, safety, and environmental statutes, rules, or regulations in the performance of work activities for the State.

Pillow Logistics confirms that neither our company nor any of our principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into this Contract by any federal agency or by any department, agency or political subdivision of the State of Indiana.

Sincerely



G. Eddie Pillow
President
Pillow Express Logistics