

**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.

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#: 22-67411

DUE DATE: June 9, 2021

TOTAL BID AMOUNT: \$2,980,673.37

<input type="checkbox"/> MBE Firm <input checked="" type="checkbox"/> <b>WBE Firm</b>		
<b>Company Name:</b> Briljent, LLC		<b>Contact Person:</b> Adam Gulla
<b>Address:</b> 7615 W. Jefferson Blvd. Fort Wayne, IN 46804		<b>E-mail:</b> agulla@briljent.com
<b>Sub-Contract Amount:</b> \$300,000.00		<b>Telephone Number:</b> (317) 735-3443
<b>Sub-Contract Percentage of Total Bid:</b> 10%		<b>Fax Number:</b> ( )
		<b>Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u></b>  Briljent is responsible for project management. Given the scope of this project, which involves faculty/staff from IU, K-12 teachers, instructional designers, and technology support staff, we have asked Briljent to manage communications, timeline and deliverables, and assist with coordinating meetings.
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b> June 2021-June 2025 with the majority of their involvement happening in the first two years.		

<input checked="" type="checkbox"/> <b>MBE Firm</b> <input type="checkbox"/> WBE Firm		
<b>Company Name:</b> Sondhi Solutions		<b>Contact Person:</b> Jason Johns
<b>Address:</b> 47 S Pennsylvania St., Suite 400 Indianapolis, IN 46204		<b>E-mail:</b> jjohns@sondhisolutions.com
<b>Sub-Contract Amount:</b> \$65,000.00		<b>Telephone Number:</b> (317) 643-8766
<b>Sub-Contract Percentage of Total Bid:</b> 2.2%		<b>Fax Number:</b> ( )
		<b>Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u></b>  Sondhi Solutions is responsible for program evaluation and data analysis regarding the impact of the courses and student, parent, and teacher satisfaction. Program evaluation, including feedback from the teachers regarding their experiences in the professional development process will be used to inform future and on-going offerings.
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b> June 2022-June 2025 (once annually)		

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Respondent Firm  
Trustees of Indiana University

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Address  
509 E. 3<sup>rd</sup> Street

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City/State/Zip Code  
Bloomington, IN 47401-3654

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Representative

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Date  
June 7, 2021

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Telephone Number  
317-278-3473

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Fax Number

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Email Address  
[iuaward@iu.edu](mailto:iuaward@iu.edu)

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Authorizing Signature  
*Steven Allen Martin*

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Printed Name and Title  
Steven Allen Martin, Associate Vice President for  
Research Administration

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

June 7<sup>th</sup>, 2021

Kristin Norris, Ph.D.  
Associate Director, IU Office of School Partnerships

Dear Kristin,

Briljent, LLC is pleased to provide this letter of commitment to participate as a subcontracting partner with IU in its response to the State of Indiana's Request for Proposal RFP 22-67411 for Well Rounded Course Access Framework

We look forward to assisting your firm on this RFP. Briljent understands that there is no commitment for work by IU unless the RFP activity results in a contract award with the State of Indiana. Should IU sign a contract with the State of Indiana, the Briljent team will provide project management services in the amount of \$300,000 throughout the duration of the project. It is anticipated that we will begin providing our services upon contract execution.

Briljent LLC, a certified Women's Business Enterprise (WBE), is registered to do business with the State of Indiana under Bidder Registration # 1998050770 and remains in good standing. This letter provides Briljent, LLC's commitment to abide by all state procurement regulations. Briljent, LLC is headquartered in Fort Wayne, Indiana.

We appreciate and value the potential opportunity to work with you and the state of Indiana on this important initiative!

Regards,



Matthew D. Odum  
President  
Briljent, LLC  
7615 W. Jefferson Blvd.  
Fort Wayne, IN 46804

June 8, 2021

Mike Beam  
Vice President for School Partnerships  
Indiana University  
625 N. Jordan Ave.  
Bloomington, IN 47405

**RE: State of Indiana RFP 22-67411: Student, Parent and Instructor Survey for the IDOA (Indiana Department of Administration)**

Dear Ms. Beam,

Thank you for the opportunity to partner with Indiana University on your proposal to the State of Indiana for the above-mentioned RFP. Sondhi Solutions is an Indiana certified MBE, and we are pleased to participate with you on this RFP. This letter is also our commitment to abide by all state procurement regulations including all mandatory contract clauses as outlined in the RFP.

Sondhi Solutions, a certified minority-owned business enterprise in the State of Indiana, acknowledges that we agree to participate as a subcontractor providing a program evaluation and data analysis regarding the impact of the courses and student, parent, and teacher satisfaction. Program evaluation, including feedback from the teachers regarding their experiences in the professional development process will be used to inform future and on-going offerings., beginning on the projected contact commencement date of June 2022. The anticipated value of Sondhi Solutions' subcontract is \$65,000 over three (3) years and accounts for 2.2% of the total contract value through the dates June 2022 to June 2025.

Sondhi Solutions is a certified Indiana MBE listed in the IDOA Directory of Certified Firms (Bidder ID #0000024029). Additionally, we are registered with the Secretary of State under Control #2006120600560

Jason Johns, as signatory to this letter, is authorized to make such commitments on behalf of Sondhi Solutions.

Please contact me directly at (317) 643-8766 or [jjohns@sondhisolutions.com](mailto:jjohns@sondhisolutions.com) if you have any questions regarding Sondhi Solutions' participation on the Indiana University proposal for IDOA (Indiana Department of Administration) Student, Parent and Instructor Survey RFP. We greatly look forward to working with Indiana University and the State of Indiana on this exciting project.

Sincerely,

Jason Johns  
President