

**STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM**

RFP#: 23-73025

**TOTAL BID AMOUNT FOR REGION 4: \$996,898.32**

<input checked="" type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm			
<b>Company Name:</b> Engaging Solutions		<b>Contact Person:</b> Tammy Butler Robinson	
<b>Address:</b> 3965 North Meridian Street Suite 1B Indianapolis, IN 46208		<b>E-mail:</b> tammy@engagingsolutions.net	
<b>Sub-Contract Amount:</b> \$108,500		<b>Telephone Number:</b> (317) 628-9803	<b>Fax Number:</b> N/A (   )
<b>Sub-Contract Percentage of Total Bid:</b> 10.9%		<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b> Engaging Solutions will provide staffing services under U.N. Standard Products and Services Code 85101600 (Healthcare provider support persons). Engaging Solutions will staff a Competency Trainer.	
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b> February 2023 - February 2025, exact dates to be determined.			

<input type="checkbox"/> MBE Firm <input checked="" type="checkbox"/> WBE Firm			
<b>Company Name:</b> Briljent, Inc.		<b>Contact Person:</b> Scott Lorch	
<b>Address:</b> 7999 Knue Road, Suite 200 Indianapolis, IN 46250		<b>E-mail:</b> SLorch@briljent.com	
<b>Sub-Contract Amount:</b> \$120,000		<b>Telephone Number:</b> (260) 434-0990	<b>Fax Number:</b> (260) 434-0091
<b>Sub-Contract Percentage of Total Bid:</b> 12%		<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b> Briljent will provide staffing services under U.N. Standard Products and Services Codes 80111600 (Temporary Personnel Services) and 80000000 (Management and Business Professionals and Administrative Services). Briljent will staff a Masters Level Clinician.	
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b> February 2023 - February 2025, exact dates to be determined.			

Liberty Behavioral Health Corporation

Respondent Firm

401 East City Avenue, Suite 820

Address

Bala Cynwyd, PA 19004

City/State/Zip Code

Herbert T. Caskey, M.D. - President

Representative

12-6-2022

Date

(800) 331-7122

Telephone Number

(610) 667-5559

Fax Number

cathy.oblea@libertyhealth.com

Email Address

Authorizing Signature

Herbert T. Caskey, M.D. - President

Printed Name and Title

☒ Please check if additional forms are attached.

Page 1 of 7

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



## ENGAGING SOLUTIONS

December 8, 2022

Adam Deming  
Liberty Behavioral Health Corporation  
440 N. Meridian Street, Suite 220  
Indianapolis, IN 46204

Dear Dr. Deming,

Please consider this letter to be our confirmation that Engaging Solutions will serve as a subcontractor to Liberty Behavioral Health Corporation, should Liberty be awarded and fully execute a contract with the State of Indiana to provide and manage the Jail Based Competency Restoration Services program in **Region 4**, pursuant to RFP 23-73025.

If Liberty is the successful vendor, Engaging Solutions will provide staffing and travel management services under U.N. Standard Products and Services Code 85101600 (Healthcare provider support persons). Engaging Solutions' participation will account for 10.9% of the contract value, representing approximately \$108,500 annually for the two-year initial contract. It is anticipated that Engaging Solutions will provide our services throughout the term of the contract.

Engaging Solutions is a certified Minority Business Enterprise (MBE) listed in the IDOA Directory of Certified Firms (Bidder ID # 0000011579).

We welcome the opportunity to continue supporting Liberty and the State of Indiana Department of Administration and Division of Mental Health and Addiction of the Family and Social Services Administration on this program. If you have any questions concerning our commitment, please feel free to contact me at the number below.

Sincerely,

Tammy Butler Robinson  
Chief Executive  
Engaging Solutions  
317-628-9803  
tammy@engagingsolutions.net



Eric J. Holcomb, Governor

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

April 27, 2021

Ms. Debra Simmons Wilson  
Managing Principal  
Engaging Solutions, LLC  
3965 N. Meridian Street Suite 1B  
Indianapolis, IN 46208

RE: Engaging Solutions, LLC Notice of Ownership Change

Ms. Debra Simmons Wilson:

Thank you for your letter received March 29, 2021, notifying our office of the recent changes amongst the ownership structure and percentages as it relates to your Indiana Minority and Woman-owned Business Enterprise (“M/WBE”) certification status with the Indiana Department of Administration, Division of Supplier Diversity (“IDOA DSD”).

Engaging Solutions LLC (“Engaging Solutions”) is currently certified with IDOA DSD and its ownership structure and percentages are recorded as the following:

<i><b>Name</b></i>	<i><b>Race</b></i>	<i><b>Gender</b></i>	<i><b>Ownership %</b></i>	<i><b>Voting %</b></i>
Tammy Butler Robinson	African-American	Female	26.666	26.666
Venita J. Moore	African-American	Female	26.666	26.666
Debra Simmons Wilson	African-American	Female	26.666	26.666
Charles Johnson, III	African-American	Male	20.000	26.666

Effective, February 28, 2021, the new ownership structure and percentages are as follows:

<i><b>Name</b></i>	<i><b>Race</b></i>	<i><b>Gender</b></i>	<i><b>Ownership %</b></i>	<i><b>Voting %</b></i>
Tammy Butler Robinson	African-American	Female	30.00	33.333
Venita J. Moore	African-American	Female	30.00	33.333
Debra Simmons Wilson	African-American	Female	30.00	33.333
Charles Johnson, III	African-American	Male	10.000	0.00

With this change, Charles Johnson, III voluntarily withdrew his Class A Membership and became a Class B owner who holds no voting rights, managerial rights, or others rights, except for ownership rights. All others remain as Class A Members.

This change does not affect the M/WBE certification with IDOA DSD. Therefore, Engaging Solutions will remain certified with IDOA DSD until July 31, 2023.

Please do not hesitate to contact our office via email at [mwbe@idoa.in.gov](mailto:mwbe@idoa.in.gov) or via phone at (317) 232-3061 with any questions you may have regarding your certification.

Sincerely,

*Kesha Rich*

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

December 7<sup>th</sup>, 2022

Adam Deming  
Liberty Behavioral Health Corporation  
440 N. Meridian Street, Suite 220  
Indianapolis, IN 46204

Dear Dr. Deming,

Please consider this letter to be our confirmation that Briljent, LLC will serve as a subcontractor to Liberty Behavioral Health Corporation, should Liberty be awarded and fully execute a contract with the State of Indiana to provide and manage the Jail Based Competency Restoration Services program in **Region 4**, pursuant to RFP 23-73025.

If Liberty is the successful vendor, Briljent will provide staffing services under U.N. Standard Products and Services Codes 80111600 (Temporary Personnel Services) and 80000000 (Management and Business Professionals and Administrative Services). Briljent's participation will account for 12% of the contract value, representing approximately \$120,000 annually for the two-year initial contract. It is anticipated that Briljent will provide our services throughout the term of the contract.

Briljent is a certified Indiana Women Business Enterprise (WBE) listed in the IDOA Directory of Certified Firms (Bidder ID #0000002628) and registered with the Secretary of State under Control #1998050770, Creation Date 5/14/1998 and Expiration Date 12/31/2050.

We welcome the opportunity to continue supporting Liberty and the State of Indiana Department of Administration and Division of Mental Health and Addiction of the Family and Social Services Administration on this program. If you have any questions concerning our commitment, please feel free to contact me at the number below.

Sincerely,



Matthew D. Odum  
President



# STATE OF INDIANA

Eric J. Holcomb, Governor

## DEPARTMENT OF ADMINISTRATION Division of Supplier Diversity

Indiana Government Center South  
402 West Washington Street, Room W469  
Indianapolis, IN 46204  
(317) 232 - 3061

June 24, 2020

Ms. Kathy Carrier  
Briljent, LLC  
7615 W Jefferson Blvd  
Fort Wayne, IN 46804

Subject: Application for WBE Certification

Dear Ms. Carrier,

***Congratulations!*** The Indiana Department of Administration, Division of Supplier Diversity is pleased to inform you that **Briljent, 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>
73151907	Compact disk CD duplication and printing services
80000000	Management and business professionals and administrative services
80101504	Strategic planning consultation services
80101507	Information technology consultation services
80101600	Project management
80110000	Human resources services
80111600	Temporary personnel services
80141500	Market research
80141505	Marketing plans
80141510	Market research telephone surveys
80141602	Public relation services
80141607	Events management
80141800	Mailing services
81111704	Database design
81112000	Data services
81112103	World wide web www site design services
81160000	Information technology service
82111500	Technical writing
82111804	Written translation services
82141502	Art design or graphics
86000000	Education and training services
86111500	Distance learning services

On September 13, 2010, the Governor's Commission on Minority and Women's Business Enterprises 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 **June 30, 2023**. 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 [www.in.gov/idoa/mwbe/files/ACE\\_Form.pdf](http://www.in.gov/idoa/mwbe/files/ACE_Form.pdf). Please remember 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 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](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. For questions regarding your registration profile, you may contact our office at 317-232-3061.

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

We ask that you please contact our office at (317) 232-3061 or [mwbe@idoa.in.gov](mailto:mwbe@idoa.in.gov) if you have any questions or concerns about your letter.

Sincerely,

COVID-19

Ralph W. Adams, Jr.

Ralph W. Adams, Jr., Deputy Director of Certifications

Indiana Department of Administration

Division of Supplier Diversity

RWA/vc