

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

In accordance with IC 4-13-16.5 and 25 IAC 5, it has been determined that there is a reasonable expectation of Minority and/or Women Business Enterprise subcontracting opportunities on a contract awarded under this RFP. The MWBE Subcontractor Commitment form is **Attachment A**. The MWBE Subcontractor Commitment Form is to be submitted as a part of the Respondent's proposal. In order for the subcontractor commitment to result in evaluation points for the Respondent, the entity must be on the [State of Indiana Certified M/W/IVOSB list](#).

If participation is met through use of respondents 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.

Respondents must use the Administrative Bid Amount assumption provided. These assumptions are strictly for the purposes of establishing a standard response basis. Any volume assumptions are in no way intended to predict actual volume. The Administrative Bid Amount is a four-year estimate established for the purpose of calculating MWBE, IVOSB, and IEI percentage commitments and RFP scoring. The MWBE and IVOSB subcontractor commitment percentages are based on the initial term of the contract for scoring purposes, however, the subcontractor commitment shall apply to the life of the contract including any time after the initial term.

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

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

- Must be on the [State of Indiana Certified MBE/WBE/IVOSB list](#), 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 (see 25 IAC 5-6-2(d))
- **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 services only in the industry area for which it is certified.
- 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(s) and/or WBE(s) 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 based on the initial term of the contract for scoring purposes only. The subcontractor commitment shall apply to the life of the contract including any time after the initial term.

## **RFP-23-73722 Fee-for-Service Non-Emergency Medical Transportation**

The State may deny evaluation points if the letter(s) is/are 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 **"ADMINISTRATIVE 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 the rules and requirements of the State's M/WBE Program. Questions involving the regulations governing the MWBE Subcontractor Commitment Form should be directed to: Division of Supplier Diversity at (317) 232-3061 or [the Supplier Diversity website](#).

## STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

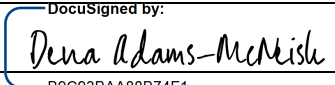
RFP#: 23-73722

ADMINISTRATIVE BID AMOUNT: \$ 18,728,065

<input checked="" type="checkbox"/> MBE Firm	<input type="checkbox"/> WBE Firm	
<b>Company Name:</b> New City Development Partners, LLC.		<b>Contact Person:</b> Isaac Bambose
<b>Address:</b> 211 North Pennsylvania Street, Suite 1800 Indianapolis, IN 46204		<b>E-mail:</b> ibamgbose@ncdpartners.com
<b>Sub-Contract Amount:</b> \$340,893.00		<b>Telephone Number:</b> ( 608) 931-3650
<b>Sub-Contract Percentage of Total Bid:</b> 1.82%		<b>Fax Number:</b> ( ) None
		<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b> New City Development Partners, LLC will lease office space for Verida's Indiana business office and call center.
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b> July 1, 2024-June 30, 2028		

<input type="checkbox"/> MBE Firm	<input checked="" type="checkbox"/> WBE Firm	
<b>Company Name:</b> Alpha Rae Personnel, Inc		<b>Contact Person:</b> Rae Pearson
<b>Address:</b> 347 West Berry St., Seventh Floor Fort Wayne, IN 46802		<b>E-mail:</b> rlpearson@alpha-rae.com
<b>Sub-Contract Amount:</b> \$2,074,000.00		<b>Telephone Number:</b> ( 260) 426-8227
<b>Sub-Contract Percentage of Total Bid:</b> 11.07%		<b>Fax Number:</b> ( ) None
		<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b> Alpha Rae Personnel will provide temp staffing services focused on call center.
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b> July 1, 2024 – June 30, 2028		

Respondent Firm:  
 Verida, Inc.  
 Address:  
 843 Dallas Highway  
 City/State/Zip Code  
 Villa Rica, GA 30180  
 Representative:  
 Dena Adams-McNeish  
 Date:  
 2/13/2023

Telephone Number:  
 404-290-8581  
 Fax Number:  
 678-868-1487  
 Email Address:  
 dadams@verida.com  
 Authorizing Signature:   
 Printed Name and Title:  
 Dena Adams-McNeish, Chief Development Officer

X Please check if additional forms are attached.

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## RFP-23-73722 Fee-for-Service Non-Emergency Medical Transportation

FORM MUST BE COMPLETED IN ITS ENTIRETY WITH COMPLETED LETTERS OF COMMITMENT.  
STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

RFP#: 23-73722

ADMINISTRATIVE BID AMOUNT: \$ 18,728,065

<input type="checkbox"/> MBE Firm	<input checked="" type="checkbox"/> WBE Firm	
<b>Company Name:</b> Commercial Office Environments, Inc.		<b>Contact Person:</b> Sara Cook
<b>Address:</b> 7301 Zionsville Road Indianapolis, IN 46268		<b>E-mail:</b> scook@coeindy.com
<b>Sub-Contract Amount:</b> \$14,900.00		<b>Telephone Number:</b> (317) 876-9200
<b>Sub-Contract Percentage of Total Bid:</b> 0.08%		<b>Fax Number:</b> ( ) None
		<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b> Commercial Office Environments, Inc. will provide office furniture and installation for Verida's Indiana office and call center.
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b> July 1, 2024-June 30, 2028		

<input checked="" type="checkbox"/> MBE Firm	<input type="checkbox"/> WBE Firm	
<b>Company Name:</b> Heritage Ford of Indiana, Inc.		<b>Contact Person:</b> James Hodge
<b>Address:</b> 2075 Edsel Lane NW Corydon, IN 47119		<b>E-mail:</b> tony.hull@heritageautogrp.com
<b>Sub-Contract Amount:</b> \$1,324,000.00		<b>Telephone Number:</b> (812) 738-3284
<b>Sub-Contract Percentage of Total Bid:</b> 7.07%		<b>Fax Number:</b> ( ) None
		<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b> Heritage Ford will supply automobiles for use as quick response vehicles (QRVs) for Verida's operation.
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b> July 1, 2024 – June 30, 2028		

Respondent Firm:  
Verida, Inc.

Address:  
843 Dallas Highway

City/State/Zip Code  
Villa Rica, GA 30180

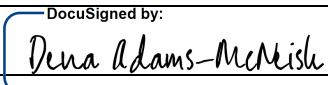
Representative:  
Dena Adams-McNeish

Date:  
2/13/2023

Telephone Number:  
404-290-8581

Fax Number:  
678-868-1487

Email Address:  
dadams@verida.com

Authorizing Signature: 

Printed Name and Title: B9C93BAA88B74F1...  
Dena Adams-McNeish, Chief Development Officer

X Please check if additional forms are attached.

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# RFP-23-73722 Fee-for-Service Non-Emergency Medical Transportation

## FORM MUST BE COMPLETED IN ITS ENTIRETY WITH COMPLETED LETTERS OF COMMITMENT. STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

RFP#: 23-73722

ADMINISTRATIVE BID AMOUNT: \$ 18,728,065

<input checked="" type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm			
Company Name: Diversity Press, LLC		Contact Person: Darrell Johnson	
Address: 4026 W. 10th St Indianapolis, IN 46222		E-mail: djohnson@diversity-press.com	
Sub-Contract Amount: \$20,620.88		Telephone Number: (317) 241-4234	Fax Number: ( ) None
Sub-Contract Percentage of Total Bid: 0.11%		Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract: Diversity press will conduct printing and mailing services supporting Verida's NEMT contract in Indiana.	
Provide approximate dates when Sub-Contractor will perform on this project: July 1, 2024-June 30, 2028			

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm			
Company Name:		Contact Person:	
Address:		E-mail:	
Sub-Contract Amount:		Telephone Number:	Fax Number: ( ) None
Sub-Contract Percentage of Total Bid:		Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:	
Provide approximate dates when Sub-Contractor will perform on this project:			

Respondent Firm:  
Verida, Inc.

Address:  
843 Dallas Highway  
City/State/Zip Code  
Villa Rica, GA 30180

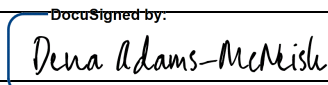
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Date:  
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Telephone Number:  
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dadams@verida.com

Authorizing Signature: 

Printed Name and Title:  
Dena Adams-McNeish, Chief Development Officer

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