**RFP 24-76888: Name-Based Background Checking Services**

**Attachment J: Attestation Form**

**Indiana Department of Administration (IDOA)**

**Respondent Name:**

|  |
| --- |
| ***Barada Associates, Inc.*** |

1. **Mandatory Submissions and Requirements**: Disagreement with these items may result in the response being disqualified.

|  |  |
| --- | --- |
| Attachment J: Attestation Form | Have completed in its entirety and submitted |
| Attachment M: Cloud Provider Questionnaire | Have completed in its entirety and submitted |
| Section 1.10 Pricing | Have read and meet this requirement |
| Section 2.3.6 Mandatory Contract Terms/Clauses | Have read and understand this section |
| Section 2.2 Executive Summary | Have completed, signed, and submitted |
| Section 3.2 Attachment A: Minority and Women Business Enterprise form, IDOA provided certification letter and Subcontractor’s signed letter on company letterhead. | Have completed, signed, and submitted  or  Opting not to submit |
| Section 3.2 Attachment A1: Indiana Veteran Owned Small Business form IDOA provided certification letter and Subcontractor’s signed letter on company letterhead. | Have completed, signed, and submitted  or  Opting not to submit |
| Section 3.2 Attachment C: Indiana Economic Impact | Have read, completed, and submitted |
| Section 3.2 Attachment D: Cost Proposal (Excel Workbook) | Have completed and submitted |
| Section 3.2 Attachment E: Business Proposal | Have completed and submitted |
| Section 3.2 Attachment F: Technical Proposal | Have completed and submitted |
| Section 3.2 Attachment F1: Minimum Requirements | Have completed and submitted |

1. **Confirm Mutual Understanding and Submission**

|  |  |
| --- | --- |
| 2.3.6 Contract Terms/Clauses | Confirm Respondent’s Legal Representation has read and accepts Sample Contract language.  or  Confirm Respondent’s Legal Representation has read, and submitted alternative language per Attachment E. |
| 1.15 and 2.1 Confidential Information:  The complete list of Confidential and Redacted files is specified in section 4.0 of this attachment. | Have read, and submitted  or  Have read, and does not apply to response |
| 2.2.1 Agreement with Requirements listed in Section One of RFP | Have read, and agree |
| 2.2.2 Ability and Desire to Supply the Required Products or Services | Have read, and agree |
| 2.3.10 Subcontractors  (additional subcontractors/those not submitted in Attachment A/Attachment A1) | Have read, agree, listed subcontractors in 5.0 of this attachment and submitted documents  or  Have read, and does not apply to response |

1. **Claim Clarification**

|  |  |
| --- | --- |
| 2.6.2 Buy Indiana Initiative/Indiana Company | YES claiming (points only awarded if finalized per Buy Indiana registry)  or  NO, not claiming |

1. **Confidential / Redacted File: *Confirm submission if applicable***

More rows may be inserted if necessary

Responses must include the following required information:

* List all documents or sections of documents, for which statutory exemption to APRA;
* Specify which statutory exception of APRA applies for each document or section of the document;
* Provide a description explaining how the statutory exception to the APRA applies for each document or section of the document; and
* Provide a separate redacted or confidential, whichever is applicable, version of the document. File name should use the following format:
* (insert RFP #)\_(insert Att. letter)\_CONFIDENTIAL
* (insert RFP #)\_(insert Att. letter)\_REDACTED
* More rows may be inserted if necessary

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Filename** | **Document Section** | **Document**  **Page #** | **Statutory Exception Reference** | **Rationale for Application of the Statute** | **Submitted** |
| 7688 – Exhibit E-3 – CONFIDENTIAL – Barada D&B Rpt.pdf | N/A | Entire document | Confidential Financial Information | This document reflects the financial stability of Barada Associates, Inc. and should not be public knowledge. |  |
| 76888 – Exhibit E-5 – CONFIDENTIAL - Disaster Recovery Plan.pdf | N/A | Entire document | Trade Secrets | This contains confidential information regarding the structure and security of Barada Associates, Inc. |  |
| 76888 – Exhibit F-1 – CONFIDENTIAL - Services and TAT.pdf | N/A | Entire document | Trade Secrets | This document is a list of all services provided by Barada Associates, Inc. and indicates how the services are searched. Competitors or individuals could use this document to mimic the services we offer or start a new company to compete against us. |  |
| 76888 – Exhibit F-4 – CONFIDENTIAL - Reporting Samples.xls | N/A | Entire document | Trade Secrets | This contains confidential information about applicants as well as shows our competitive advantage as it relates to reporting data. |  |
| 76888 – Exhibit F-5 – CONFIDENTIAL - Success Factors Doc.xls | N/A | Entire document | Trade Secrets | This contains confidential information about applicants as well as shows our competitive advantage as it relates to reporting data. |  |
| 76888 – Exhibit M-1 – CONFIDENTIAL - CS Cyber Security.pdf | N/A | Entire document | Trade Secrets | This is a policy of ClearStar and references internal procedures and security measures. |  |
| 76888 – Exhibit M-3b – CONFIDENTIAL \_ CS-2023-SOC 2 –Rpt.pdf | N/A | Entire document | Trade Secrets | This is a report on ClearStar’s system security and controls. This document should not be public as it could make ClearStar’s system vulnerable to hackers. |  |

1. **Subcontractors Per RFP Section 2.6.4**(Additional subcontractors/those not submitted in Attachment A/Attachment A1)

More rows may be inserted if necessary

|  |  |  |
| --- | --- | --- |
| **Subcontractor Name** | **Function to be performed** | **Document Submitted** |
| N/A |  | ☐ Executed contract  or  ☐ Letter of Agreement |
|  |  | ☐ Executed contract  or  ☐ Letter of Agreement |
|  |  | ☐ Executed contract  or  ☐ Letter of Agreement |
|  |  | ☐ Executed contract  or  ☐ Letter of Agreement |
|  |  | ☐ Executed contract  or  ☐ Letter of Agreement |
|  |  | ☐ Executed contract  or  ☐ Letter of Agreement |
|  |  | ☐ Executed contract  or  ☐ Letter of Agreement |

1. **Respondent Additional Attachments (OPTIONAL)**

More rows may be inserted if necessary

|  |  |
| --- | --- |
| **Filename** | **RFP Attachment Reference** |
| 76888 – Exhibit E1 – Barada Articles of Incorporation Docs.pdf | Attachment E |
| 76888 – Exhibit E-2 – Organizational Chart.pdf | Attachment E |
| 76888 – Exhibit E-4 – Financial Information Affirmation.pdf | Attachment E |
| 76888 – Exhibit F-2 – Customer Service Organizational Chart.pdf | Attachment F |
| 76888 – Exhibit F-3 – Contact Information for Key Personnel.pdf | Attachment F |
| 76888 – Exhibit F-6 – Sample Invoice and Statement | Attachment F |
| 76888 – Exhibit M-2 – ClearStar’s Authentication Plan | Attachment M |
| 76888 – Exhibit M-3a – ClearStar’s Certificate-ISO 27001 27018 2023.pdf | Attachment M |
| 76888 – Exhibit M-3c – ClearStar’s bridge 2023 Q4.pdf | Attachment M |
| 76888 – Barada Associates – Secretary of State Entity Details |  |