**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 [https://www.in.gov/idoa/mwbe/.](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 “Sub-Contract Percentage of Total Bid Amount” should reflect the annual percentage subcontractor participation commitment that shall remain in effect for the life of the contract. The percentage participation commitment will be validated and audited throughout the life of the contract to ensure compliance with the commitment.

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:**

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| * 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 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 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 /](https://www.in.gov/idoa/mwbe%20/) .

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

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| **RFP#: 20-1351** |
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| **DUE DATE: May 26, 2021** |
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| **TOTAL BID AMOUNT: $43,848,000** |

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| **❒ MBE Firm ❒ WBE Firm** |  |  | |
| **Company Name:**  aFit Staffing, Inc. |  | **Contact Person:**  Julie Booth | |
|  |
| **Address:**  8925 N Meridian St  Suite 101  Indianapolis, IN 46220 |  | **E-mail:**  julie@afitstaffing.com | |
|  |
|  | **Telephone Number:**  **(**317**)** 969-5005 | **Fax Number:**  **( )** |
|  |
| **Sub-Contract Percentage of Total Bid Amount:**  6% |  | **Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:**  aFit will provide supplemental operational services relating to project management, business analysis, proposal writing, and consulting and marketing services to assist NIC Indiana in serving the state in current and future payment processing engagements. | |
| **Provide approximate dates when Sub-Contractor will perform on this project:**  October 2021 to October 2025 | | | |

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| **Checkmark❒ MBE Firm ❒ WBE Firm** |  |  | |
| **Company Name:**  Certified Fraud & Forensic Investigation |  | **Contact Person:**  Jennifer Hathaway | |
|  |
| **Address:**  10115 Indian Lake Blvd N  Suite 88  Indianapolis, IN 46236 |  | **E-mail:**  jennifer@cfficorp.com | |
|  |
|  | **Telephone Number:**  **(**317**)** 371-7864 | **Fax Number:**  **( )** |
|  |
| **Sub-Contract Percentage of Total Bid Amount:**  2% |  | **Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:**  Certified Fraud & Forensic Investigation will audit services as well as provide fraud consulting and analysis services for the detection and prevention of fraud in an effort to assist the state in reducing the number of fraudulent payments and chargebacks. | |
| **Provide approximate dates when Sub-Contractor will perform on this project:**  October 2021 to October 2025 | | | |

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| Indiana Interactive, LLC dba NIC Indiana |  | **(**317**)** 233-2010 |
| Respondent Firm  151 W. Ohio Street, Suite 100 |  | Telephone Number  **(**317**)** 233-2011 |
| Address |  | Fax Number |
| Indianapolis, IN 46204 |  | ahoff@egov.com |
| City/State/Zip Code  Andrew Hoff |  | Email Address |
| Representative  May 18, 2021 |  | Authorizing Signature  Andrew Hoff, President & General Manager |
| Date |  | Printed Name and Title |

* ****Please check if additional forms are attached.

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

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| **RFP#: 20-1351** |
|  |
| **DUE DATE: May 26, 2021** |
|  |
| **TOTAL BID AMOUNT: $43,848,000** |

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| **Checkmark❒ MBE Firm ❒ WBE Firm** |  |  | |
| **Company Name:**  Sahasra Technologies Corp dba STLogics |  | **Contact Person:**  Shubham Jain | |
|  |
| **Address:**  1119 Keystone Way  Ste. 301  Carmel, IN 46032 |  | **E-mail:**  shubhamj@radcube.com | |
|  |
|  | **Telephone Number:**  **(**317**)** 286-2768 | **Fax Number:**  **( )** |
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| **Sub-Contract Percentage of Total Bid Amount:**  7% |  | **Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:**  STLogics/RadCube, will supplement MuleSoft implementation services, data analysis services, and technical resources to NIC Indiana to assist with the implementation of requirements within the RFP. | |
| **Provide approximate dates when Sub-Contractor will perform on this project:**  October 2021 to October 2025 | | | |

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| **Checkmark❒ MBE Firm ❒ WBE Firm** |  |  | |
| **Company Name:**  D&R Freight, LLP |  | **Contact Person:**  Dionne Tanzymore | |
|  |
| **Address:** |  | **E-mail:**  dionne@dandrfreight.com | |
|  |
|  | **Telephone Number:**  **(**630**)** 336-3251 | **Fax Number:**  **( )** |
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| **Sub-Contract Percentage of Total Bid Amount:**  1% |  | **Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:**  D&R Freight will provide NIC Indiana back office services as needed to manage device inventory, shipping and receiving, as well as other administrative functions needed. | |
| **Provide approximate dates when Sub-Contractor will perform on this project:**  October 2021 to October 2025 | | | |

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| Indiana Interactive, LLC dba NIC Indiana |  | **(**317**)** 233-2010 |
| Respondent Firm  151 W. Ohio Street, Suite 100 |  | Telephone Number  **(**317**)** 233-2011 |
| Address |  | Fax Number |
| Indianapolis, IN 46204 |  | ahoff@egov.com |
| City/State/Zip Code  Andrew Hoff |  | Email Address |
| Representative  May 18, 2021 |  | Authorizing Signature  Andrew Hoff, President & General Manager |
| Date |  | Printed Name and Title |

* ****Please check if additional forms are attached.

Page \_\_\_2\_\_\_\_\_ of \_\_\_\_\_2\_\_\_\_\_

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