

**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 <http://www.in.gov/idoa/2352.htm>.

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 <http://www.in.gov/idoa/2352.htm>
- 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 <http://www.in.gov/idoa/2352.htm>.

# STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

RFP#: 21-1935

DUE DATE: July 30, 2020 by 3:00 PM ET

TOTAL BID AMOUNT: \$784,775.00

<input checked="" type="checkbox"/> <b>MBE Firm</b> <input type="checkbox"/> <b>WBE Firm</b>	
<b>Company Name:</b> Cristina Foods, Inc.	<b>Contact Person:</b> Cesar Dovalina, President
<b>Address:</b> 4555 S. Racine Avenue Chicago, IL 60609	<b>E-mail:</b> cdovalina@cristinafoods.com
<b>Sub-Contract Amount:</b> \$62,782.00	<b>Telephone Number:</b> ( 312 )829-0360 ext. 280
<b>Sub-Contract Percentage of Total Bid:</b> 8%	<b>Fax Number:</b> ( 312 )829-0408
	<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b> Food supplies – Cristina will provide required food supplies to meet menu and nutritional requirements specified by the contract.
Provide approximate dates when Sub-Contractor will perform on this project: Throughout term of contract	

<input type="checkbox"/> <b>MBE Firm</b> <input checked="" type="checkbox"/> <b>WBE Firm</b>	
<b>Company Name:</b> Stanz Cheese Company, Inc.	<b>Contact Person:</b> Mark Harman, President
<b>Address:</b> 1840 Commerce Drive South Bend, IN 46624	<b>E-mail:</b> mharman@stanz.com
<b>Sub-Contract Amount:</b> \$84,755.70	<b>Telephone Number:</b> ( 574 )232-6666
<b>Sub-Contract Percentage of Total Bid:</b> 10.8%	<b>Fax Number:</b> ( 574 )236-4169
	<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b> Food supplies –Stanz will provide required food supplies to meet menu and nutritional requirements specified by the contract.
Provide approximate dates when Sub-Contractor will perform on this project: Throughout term of contract	

Aramark Correctional Services, LLC

---

Respondent Firm

---

2400 Market St.

---

Address

---

Philadelphia, PA 19103

---

City/State/Zip Code

---

Tim Barttrum

---

Representative

---

July 30, 2020

---

Date

630-271-2926

---

Telephone Number

---

630-271-5758

---

Fax Number

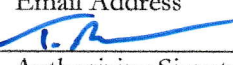
---

Barttrum-tim@aramark.com

---

Email Address

---



---

Authorizing Signature

---

Tim Barttrum, President of Corrections

---

Printed Name and Title

X Please check if additional forms are attached.

Page 1 of 2

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





July 23, 2020

Cristina Foods, Inc.  
4555 South Racine Avenue  
Chicago, IL 60609  
Attention: Cesar Dovalina, Jr.

**Re: Letter of Intent between Aramark Correctional Services, LLC and Cristina Foods, Inc. regarding RFP No. # 21-1935 issued by the Indiana Department of Correction**

Dear Mr. Dovalina, Jr:

This letter of intent ("Letter of Intent") will confirm the understanding between Cristina Foods, Inc. ("Vendor"), and Aramark Correctional Services, LLC ("Aramark"; together with Vendor, the "Parties"), regarding (i) the proposal (the "Proposal") to be submitted by Aramark to the Indiana Department of Correction (the "Client") in response to the Client's Request For Proposals # 21-1935 (the "RFP") for juvenile correctional facilities food services on the Client's premises; and (ii) the Parties' intention to enter into a Supply Agreement for certain food products (the "Supply Agreement") between Aramark and Vendor upon the award by the Client of a contract to Aramark in response to the Proposal (the "Contract").

The Parties hereby agree to the following terms:


1. **Relationship of the Parties.** Vendor acknowledges that Aramark intends to submit a Proposal to Client in response to the RFP. The Proposal will indicate the Parties' commitment to enter into a Supply Agreement in the event the Contract is awarded to Aramark. Vendor has reviewed the RFP and hereby certifies its ability to comply with all terms, conditions, specification, and requirements contained therein that may be applicable to any subcontractors of the successful bidder.
2. **Minority Certification:** Vendor represents and warrants that it is currently registered and certified as a Minority-owned Business Enterprise ("MBE") and at all times during the term of this Letter of Intent Agreement and any resultant Supply Agreement will maintain its certification with the Indiana Department of Administration ("Certification"). Vendor shall immediately notify Aramark in the event of any change in its Certification.
3. **Agreement.** In the event the Contract is awarded to Aramark, Vendor and Aramark (or one of its affiliates) will negotiate in good faith the terms of a Supply Agreement, in Aramark's standard form. The Supply Agreement will govern the Parties' relative rights and responsibilities with respect to the Contract.

Confidential – Not Subject to Public Disclosure

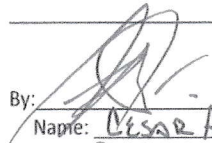
Please indicate your agreement with the above terms and conditions by signing a copy of this Letter of Intent and returning the same to Aramark.

Very truly yours,

Aramark Correctional Services, LLC

By:   
Name: TIM BARTMAN  
Title: PRESIDENT

ACKNOWLEDGED AND AGREED TO BY:

By:   
Name: CESAR A. DOMINGUEZ  
Title: PRESIDENT

Dated: 7/24, 2020

**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 <http://www.in.gov/idoa/2352.htm>.

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 <http://www.in.gov/idoa/2352.htm>
- 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 <http://www.in.gov/idoa/2352.htm>.



# STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM

RFP#: 21-1935

DUE DATE: July 30, 2020 by 3:00 PM ET

TOTAL BID AMOUNT: \$784,775.00

<input type="checkbox"/> MBE Firm <input checked="" type="checkbox"/> WBE Firm	
Company Name: KBI, Inc. (Klosterman Bakery Company)	Contact Person: Chip Klosterman, President
Address: 4760 Paddock Road Cincinnati, OH 45229	E-mail: chip@klostermanbakery.com
Sub-Contract Amount: \$32,960.55	Telephone Number: ( 512 )242-1004
Sub-Contract Percentage of Total Bid: 4.2%	Fax Number: ( )
	Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u> Food supplies – KBI will provide required food supplies to meet menu and nutritional requirements specified by the contract.
Provide approximate dates when Sub-Contractor will perform on this project: Throughout term of contract	

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm	
Company Name:	Contact Person:
Address:	E-mail:
Sub-Contract Amount:	Telephone Number:
Sub-Contract Percentage of Total Bid:	Fax Number:
	Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u>
Provide approximate dates when Sub-Contractor will perform on this project:	

Aramark Correctional Services, LLC

---

Respondent Firm

---

2400 Market St.

---

Address

---

Philadelphia, PA 19103

---

City/State/Zip Code

---

Tim Barttrum

---

Representative

---

July 30, 2020

---

Date

630-271-2926

---

Telephone Number

---

630-271-5758

---

Fax Number

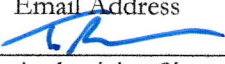
---

Barttrum-tim@aramark.com

---

Email Address

---




---

Authorizing Signature

---

Tim Barttrum, President of Corrections

---

Printed Name and Title

X Please check if additional forms are attached.

Page 2 of 2

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



July 22, 2020

KBI, Inc.  
2618 E. U.S. Hwy 52  
Morristown, IN 46161  
Attention: Kim Klosterman

**Re: Letter of Intent between Aramark Correctional Services, LLC and KBI, Inc. regarding RFP No. # 21-1935 issued by the Indiana Department of Correction**

Dear Ms. Klosterman:

This letter of intent ("Letter of Intent") will confirm the understanding between KBI, Inc. ("Vendor"), and Aramark Correctional Services, LLC ("Aramark"; together with Vendor, the "Parties"), regarding (i) the proposal (the "Proposal") to be submitted by Aramark to the Indiana Department of Correction (the "Client") in response to the Client's Request For Proposals # 21-1935 (the "RFP") for juvenile correctional facilities food services on the Client's premises; and (ii) the Parties' intention to enter into a Supply Agreement for certain baked goods (the "Supply Agreement") between Aramark and Vendor upon the award by the Client of a contract to Aramark in response to the Proposal (the "Contract").

The Parties hereby agree to the following terms:

**1. Relationship of the Parties.** Vendor acknowledges that Aramark intends to submit a Proposal to Client in response to the RFP. The Proposal will indicate the Parties' commitment to enter into a Supply Agreement in the event the Contract is awarded to Aramark. Vendor has reviewed the RFP and hereby certifies its ability to comply with all terms, conditions, specification, and requirements contained therein that may be applicable to any subcontractors of the successful bidder.


**2. Minority Certification:** Vendor represents and warrants that it is currently registered and certified as a Women-owned Business Enterprise ("WBE") and at all times during the term of this Letter of Intent Agreement and any resultant Supply Agreement will maintain its certification with the Indiana Department of Administration ("Certification"). Vendor shall immediately notify Aramark in the event of any change in its Certification.

**3. Agreement.** In the event the Contract is awarded to Aramark, Vendor and Aramark (or one of its affiliates) will negotiate in good faith the terms of a Supply Agreement, in Aramark's standard form. The Supply Agreement will govern the Parties' relative rights and responsibilities with respect to the Contract.


Please indicate your agreement with the above terms and conditions by signing a copy of this Letter of Intent and returning the same to Aramark.

Very truly yours,

Aramark Correctional Services, LLC

By:   
Name: TIM BARTEL  
Title: PRESIDENT

**ACKNOWLEDGED AND AGREED TO BY:**

\_\_\_\_\_  
By:   
Name: Trent Doak  
Title: Regional VP of Sales

Dated: July 27th, 2020