

Attachment A—Minority and Women’s Business Enterprises

Attached please find our completed Attachment A—Minority and Women’s Business Enterprises RFP Subcontractor Commitment Form.

Pearson is not proposing to include any subcontractors for this project as the proposed solution is Pearson internal technology.

Although we are unable to use subcontractors for this contract, we want to assure IDOE that we are committed to the involvement of M/WBE subcontractors and subcontracting opportunities whenever possible. As an example, in 2018–2019 Pearson partnered with 22 small, women, minority, and veteran owned firms in Indiana, spending nearly \$2.5 million.

Should IDOE request additional scope, we will continue our practice of determining first whether this work can be outsourced and, if so, we will contact certified M/WBE and/or IVOSB companies first to explore opportunities to increase their participation on this project.

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#: 21-2422 Item Bank and Authoring System

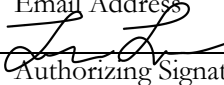
DUE DATE: November 9, 2020

TOTAL BID AMOUNT: \$603,673.00

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm Company Name: Not Applicable Address: Sub-Contract Amount: Sub-Contract Percentage of Total Bid: Provide approximate dates when Sub-Contractor will perform on this project:	Contact Person: E-mail: <table style="width: 100%;"> <tr> <td style="width: 50%;">Telephone Number: ()</td> <td style="width: 50%;">Fax Number: ()</td> </tr> </table> Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u>	Telephone Number: ()	Fax Number: ()
Telephone Number: ()	Fax Number: ()		

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm Company Name: Address: Sub-Contract Amount: Sub-Contract Percentage of Total Bid: Provide approximate dates when Sub-Contractor will perform on this project:	Contact Person: E-mail: <table style="width: 100%;"> <tr> <td style="width: 50%;">Telephone Number: ()</td> <td style="width: 50%;">Fax Number: ()</td> </tr> </table> Describe service/product to be provided and <u>how this is a Valuable Scope Contribution of the Contract:</u>	Telephone Number: ()	Fax Number: ()
Telephone Number: ()	Fax Number: ()		

NCS Pearson, Inc.
 Respondent Firm
 2510 North Dodge Street
 Address
 Iowa City, Iowa 52245
 City/State/Zip Code
 Cynthia Galindo
 Representative
 November 5, 2020
 Date

787-384-5512
 Telephone Number
 n/a
 Fax Number
 Cynthia.Galindo@pearson.com
 Email Address

 Authorizing Signature
 Lisa Lepic, Sr. Vice President, Pearson Assessments
 Printed Name and Title

☐ Please check if additional forms are attached.
 Page _____ of _____

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