



STATE OF INDIANA

Eric J. Holcomb, Governor

DEPARTMENT OF ADMINISTRATION Division of Supplier Diversity

Indiana Government Center South
402 West Washington Street, Room W462
Indianapolis, IN 46204
(317) 232 - 3061

November 18, 2021

Ms. Julianna Bielawski
Guidesoft, Inc dba Knowledge Services
8275 Allison Pointe Trail, Ste 120
Indianapolis, IN 46250

Subject: Application for WBE Certification

Dear Ms. Bielawski,

Congratulations! The Indiana Department of Administration, Division of Supplier Diversity is pleased to inform you that **Guidesoft, Inc dba Knowledge Services** is hereby certified as a Women's Business Enterprise (WBE).

Your company provides a commercially useful function in the areas listed below. Only work performed in these areas will be counted towards Women's Business Enterprise participation:

UNSPSC CODE(S)

<i>Code</i>	<i>Description</i>
71151007	Computer based simulation training program services
80111604	Temporary technician staffing needs
80111701	Staff recruiting services
80111707	Permanent technical staffing needs
80111716	Permanent information technology staffing needs
86000000	Education and Training Services
80111624	Temporary Travel Staffing
80111716	Permanent information technology staffing needs
80111606	Temporary medical staffing needs
80111607	Temporary legal staffing needs
80111605	Temporary financial staffing needs
80111707	Permanent technical staffing needs

On September 13, 2010, the Governor's Commission on Supplier Diversity approved the department's effort to streamline its recertification process. Instead of conducting an onsite visit to each company seeking recertification, the department now has the discretion to waive the visit after a thorough review of the company's file and recertification documents. We have approved your recertification and it is valid through **November 30, 2024**. Please note that IDOA continues to reserve the right to conduct a site visit or phone interview at any time to certified companies.

Although your certification is valid for a three-year period, you are required to submit an annual **Affidavit of Continued Eligibility (ACE)** form, located at https://www.in.gov/idoa/wbt/DSDCert_ACE/index.html. Please remember you must notify us immediately if any changes occur. Failure to notify us of changes or to provide the ACE form annually will result in revocation of your certification. Changes include, but are not limited to, changes in location, contact information, ownership, or control.

We encourage you to visit IDOA's procurement website, www.in.gov/idoa/2464.htm, and update your Business Registration Profile. It is important that you review and update your profile regularly, because state purchasing agents and prime contractors may use this information to contact you for business opportunities.

While this letter serves as notification of certification, it does not serve to prove continued eligibility. Please visit <https://www.in.gov/idoa/mwbe/2743.htm> to verify certification status. Please contact our office at (317) 232-3061 or mwbe@idoa.in.gov if you have any other questions or concerns about your letter.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Maia Saprashvili', is positioned above the typed name.

Maia Saprashvili, Deputy Commissioner
Division of Supplier Diversity
Indiana Department of Administration

CB/MS