**ATTACHMENT A**

**MINORITY & WOMEN'S BUSINESS ENTERPRISES RFP SUBCONTRACTOR**

**COMMITMENT FORM**

In accordance with IC 4-13-16.5 and 25 IAC 5, it has been determined that there is a reasonable expectation of Minority and/or Women Business Enterprise subcontracting opportunities on a contract awarded under this RFP. The MWBE Subcontractor Commitment form is **Attachment A.** The MWBE Subcontractor Commitment Form is to be submitted as a part of the Respondent’s proposal. In order for the subcontractor commitment to result in evaluation points for the Respondent, the entity must be on the State of Indiana Certified M/W/IVOSB list at <https://www.in.gov/idoa/mwbe>.

If participation is met through use of respondents 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 amounts entered in the **Attachment D and D1**, Cost Proposal Template *[sum of cell F63 in both Cost Proposal documents, respectively]*. The MBE and/or WBE subcontractor amount and subcontractor percentage is based on the initial term of the contract for scoring purposes only. The subcontractor commitment shall apply to the life of the contract including any time after the initial term.

Failure to meet these goals will affect the evaluation of your Proposal. The Department reserves the right to verify all information included on the MBE/WBE Subcontractor Commitment Form.

**Prime Contractors must ensure that the proposed subcontractors meet the following criteria:**

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| * Must be on the State of Indiana Certified M/W/IVOSB list at <https://www.in.gov/idoa/mwbe>, **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 (see 25 IAC 5-6-2(d)) * **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 services only in the industry area for which it is certified. * 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(s) and/or WBE(s) 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 based on the initial term of the contract for scoring purposes only. The subcontractor commitment shall apply to the life of the contract including any time after the initial term.

The State may deny evaluation points if the letter(s) is/are 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 the rules and requirements of the State’s M/WBE Program. Questions involving the regulations governing the MWBE Subcontractor Commitment Form should be directed to: Division of Supplier Diversity at (317) 232-3061 or the Supplier Diversity website at <https://www.in.gov/idoa/mwbe>.

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

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| **RFP#: 24-76653** |
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| **TOTAL BID AMOUNT:** $24,024,899.90 |

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| **r MBE Firm r WBE Firm** |  |  | |
| **Company Name:** Sondhi Solutions |  | **Contact Person:** Jason Sondhi | |
|  |
| **Address:** 135 N. Pennsylvania Street, Suite 2300  Indianapolis, IN 46204 |  | **E-mail:** jason@sondhisolutions.com | |
|  |
|  | **Telephone Number:**  (317) 508.2890 | **Fax Number:**  **( )**  N/A |
|  |
| **Sub-Contract Amount:** $2,175,000.00  **Sub-Contract Percentage of Total Bid:** 8% |  | **Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract.**  Sondhi Solutions (Sondhi) is providing call center and case management services to our team for the IOED’s Home Energy Rebate programs. Proven through past partnerships with Sondhi on federally funded programs across the United States, their expertise in this area is critical to program success. They have demonstrated expertise working with other public sector and government clients. Call center services and case management are essential for the Home Energy Rebate programs to address public questions and concerns and manage application statuses and processing. | |
| **Provide approximate dates when Sub-Contractor will perform on this project:**  2/1/2024 – 3/1/2029 | | | |

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| **r** **MBE Firm r WBE Firm** |  |  | |
| **Company Name:** RJL Solutions |  | **Contact Person:** Jonathan Blake | |
|  |
| **Address:** 150 W. Market Street, Suite 700  Indianapolis, IN 46204 |  | **E-mail:** jblake@rjlsolutions.com | |
|  |
|  | **Telephone Number:**  **(**317**)** 255.6086 | **Fax Number:**  **( )** N/A |
|  |
| **Sub-Contract Amount:** $2,950,000.00  **Sub-Contract Percentage of Total Bid:** 11% |  | **Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:**  RJL Solutions (RJL) is providing community benefits/outreach and policy compliance services to the BLN Team for the IOED’s Home Energy Rebate Programs. RJL brings an extensive network of relationships across Indiana and unparalleled experience providing grant management and compliance services for a wide variety of federally funded initiatives. Community outreach is essential to the Home Energy Rebate programs to promote applicant awareness and understanding of the programs and to engage a variety of stakeholders, such as community action agencies, other community-basedorganizations, higher-education institutes, and vocational/trade schools to deliver a comprehensive and successful program. RJL’s expertise successfully delivering other federally funded initiatives best positions our team to ensure compliance with the U.S. DOE’s requirements for the HOMES/HEERHA programs and to manage any changes in DOE guidance as the program develops. | |
| **Provide approximate dates when Sub-Contractor will perform on this project:**  2/1/2024 – 3/1/2029 | | | |

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| BLN Emergency Management, LLC |  | 317.402.2446 |
| Respondent Firm  8320 Craig Street |  | Telephone Number  N/A |
| Address |  | Fax Number |
| Indianapolis, IN 46250 |  | jcahill@b-l-n.com |
| City/State/Zip Code  Jay Cahill |  | A black background with a black square  Description automatically generated with medium confidenceEmail Address |
| Representative  12.08.2023 |  | Authorizing Signature  James B. Longest, President |
| Date |  | 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.**