

**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 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 (Summary tab). 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.

Please note that proposals will be evaluated and awarded on a regional/cluster basis. Respondents must submit pricing, MBE, and/or WBE subcontractor plans for each region/cluster they are responding to.

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

- 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**

**RFP#: 23-74522**

**TOTAL BID AMOUNT: \$14,009,293.00**

<input checked="" type="checkbox"/> <b>MBE Firm</b> <input type="checkbox"/> <b>WBE Firm</b>		
<b>Company Name:</b> The Consultants Consortium, Inc. (TCC)	<b>Contact Person:</b> Mike Boyle	
<b>Address:</b> 740 E. 52 <sup>nd</sup> Street Suite 7 Indianapolis, IN 46205	<b>E-mail:</b> <a href="mailto:Mike.Boyle@e-tcc.com">Mike.Boyle@e-tcc.com</a>	
	<b>Telephone Number:</b> ( 317 ) 625-2547	<b>Fax Number:</b> (    )
<b>Sub-Contract Amount:</b> \$5,061,960.96	<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b> TCC will provide Child Care Quality Improvement and Assurance Services.	
<b>Sub-Contract Percentage of Total Bid:</b> 36%		
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b> 09/30/2023 – 09/30/2027		

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

Early Learning Indiana  
 Respondent Firm  
 1411 Roosevelt Avenue, Suite 202  
 Address  
 Indianapolis, Indiana 46201  
 City/State/Zip Code  
 Maureen Weber  
 Representative  
 March 7, 2023  
 Date

317-737-1229  
 Telephone Number  
 463-242-5768  
 Fax Number  
 maureenw@earlylearningindiana.org  
 Email Address  
  
 Authorizing Signature  
 Maureen Weber, President and Chief Executive Officer  
 Printed Name and Title

Please check if additional forms are attached.

Page   3   of   4  

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

March 3, 2023

Jonathan Dilley  
Early Learning Indiana  
1411 Roosevelt Ave., Suite 202  
Indianapolis, IN 46201

Subject: **State of Indiana RFP# 23-74522, Child Care Resource and Referral Central Office (CCR&R CO)**

Dear Jonathan Dilley,

Thank you for the opportunity to participate as a subcontractor in Early Learning Indiana's response to RFP No. 23-74522 for a Child Care Resource and Referral Central Office Solution for the Indiana Family and Social Services Administration (FSSA), Office of Early Childhood and Out-of-School Learning (OECOSL). The Consultants Consortium, Inc. (TCC) is a certified Indiana Minority Business Enterprise (MBE) formed in the State of Indiana as an S-Corp and is listed on the IDOA Directory of Certified Firms. We are pleased to participate with you on this RFP, and this letter is our commitment to abide by all state procurement regulations including all mandatory contract clauses as outlined in the RFP.

TCC commits to provide Child Care Quality Improvement and Assurance Services relating to the scope of work required by this RFP. We anticipate performing work related to this RFP during the time period of 09/30/2023 to 09/30/2027 with the overall value of services provided to Early Learning Indiana being \$5,061,960.96 or 36% of the total bid amount based on the current scope of our teaming agreement and RFP. TCC understands there is no commitment for work by Early Learning Indiana unless the RFP activity results in a contract award with the State of Indiana.

TCC further certifies that Andrew Hwang, as signatory to this letter, is authorized to make such commitments on behalf of TCC.

We appreciate and value the potential opportunity to work with you and the State of Indiana on this important initiative!

Best Regards,

A handwritten signature in black ink, appearing to read 'Andrew Hwang', is written over a light gray rectangular background.

Andrew Hwang  
Owner, Chairman of the Board  
The Consultants Consortium, Inc.