



Lilac, LLC. dba DiplomaSender
2475 Broce Drive
Norman, OK 73072

May 11, 2021

Indiana Department of Administration
Procurement Division
402 W. Washington St. Room W468
Indianapolis, Indiana 46204
Attn: David Brandon-Friedman, Sr. Account Manager

Dear Mr. Brandon-Friedman, Sr.

Enclosed is DiplomaSender's [DS] response to the State of Indiana Department of Administration on behalf of Indiana Department of Workforce Development. A solicitation for High School Equivalency Record Management. Request for Proposal 21-67029

Attachment A: M/MBE Participation Plan Form
Attachment A1: IVOSB Participation Plan Form
Attachment B: Sample Contract
Attachment B1: IOT Additional Terms and Conditions - Software as a Service Engagements (SaaS)
Attachment C: Indiana Economic Impact Form
Attachment D: Cost Proposal Template
Attachment E: Business Proposal Template
Attachment F: Technical Proposal Template
Attachment G: Q&A Template
Attachment H: Reference Check Form
Attachment I: Solicitation Interest Form DS declined to complete the optional form.
Attachment J: Detailed Scope of Work

This transmittal letter is a stand alone electronic document. Associated submissions are unified by reference to DiplomaSender and/or DS and/or an intentional cross reference.

In reference to RFP section 2.2.1; DS acknowledges understanding of the general information presented in Section 1 and agrees with any requirements/conditions listed in Section 1.

In reference to RFP section 2.2.2 DS provides services equivalent to and in addition to the requested products and/or services that meet the requirements defined in Section 2.4 of the RFP: 21-67029.

DS is willing and able to provide the requested products and/or services subject to the terms and conditions set forth in the RFP 21-67029 including, but not limited to, the State's mandatory contract clauses.

The principal contact for the proposal and address, telephone number as well as e-mail address is the contact information of the individual authorized for signature and is legally authorized to commit Lilac, LLC dba DiplomaSender. By-laws are available for the agency's review but will not be submitted for public review.

DS willingly and without reservation accepts the mandatory contract terms. DS accepts the non-mandatory contract clauses. DS agrees with the state's strong desire to not deviate from the contract provided in the attachment and as such the State's right to reject any and all requested changes. DS does not intend to request any changes.

DS acknowledges the mandatory and substantively required terms of as the following:

- Duties of Contractor, Consideration, and Term of Contract
- Authority to Bind Contractor
- Compliance with Laws
- Drug-Free Workplace Certification
- Employment Eligibility Verification (E-Verify)
- Funding Cancellation
- Governing Law
- Indemnification
- Information Technology Enterprise Architecture Requirements
- Nondiscrimination Clause
- Ownership of Documents and Materials
- Payments
- Penalties/Interest/Attorney's Fees
- Termination for Convenience
- Non-Collusion and Acceptance

Authorizing this document, Adam A. Hughey is legally authorized by Lilac, LLC with dba of DiplomaSender.com to commit Lilac, LLC contractually. A copy of the corporate bylaws identified as the Lilac, LLC Operating Agreement. The ballot "Consent to Install Adam Hughey as President and CEO" is included as part of the bid.

Sincerely,



Adam A. Hughey