



Letter of Commitment – Request for Proposal No. 24-77468

The undersigned company intends and agrees to partner and provide services for the Indiana Department of Health with regards to the Public Health and Healthcare Readiness Assessments pursuant to Request for Proposal No. 24-77468.

The prime contractor shall be Syra Health. Syra Health is committed to providing the subcontractor, Certified Fraud & Forensic Investigations (CFFI), 11.00% of the total bid amount or approximately \$52,702.83 in revenue. Details of services are provided as follows:

1. Scope of Work for CFFI

- a. **Database Analysis (81111806):** CFFI database analysis will play a pivotal role in the Joint Risk Assessment (JRA) and Hazard Vulnerability Analysis (HVA) projects. Their responsibilities will include analyzing, interpreting, and managing complex datasets to support informed decision-making. This service will be leveraged directly by our team to enhance data accuracy and efficiency in the JRA and HVA processes.
- b. **Training Resources/Guides/Webinars (86000000):** CFFI will be responsible for creating and delivering training resources such as guides and webinars. These resources are essential for disseminating knowledge and skills to stakeholders, ensuring participants are equipped to conduct JRAs and HVAs proficiently. The training materials will be utilized by both our team and directly by the State to facilitate effective training sessions.
- c. **Staffing Services (80101508):** CFFI will be involved in the talent acquisition of subject matter experts in the emergency preparedness field. They will focus on recruiting, training (with Syra Health), and managing personnel who can adapt to the evolving requirements of the JRA and HVA assessments. This ensures continuous quality and efficiency in project execution.

2. Process of Utilization:

Syra Health will integrate the services of CFFI into its project management framework. The database analysis team will provide insights and data management solutions, while the training team will develop and disseminate educational materials. The talent acquisition services will ensure a consistent supply of qualified personnel in emergency and public health preparedness.

3. Deliverables:

Deliverables will include comprehensive data analysis reports, a suite of training materials (guides and webinars), and talent acquisition, including questionnaires and SME profiles. These will be periodically reviewed to ensure alignment with project goals and state requirements.



Certified Fraud & Forensic Investigations Corp.
10115 Indian Lake Boulevard North, Suite #88
Indianapolis, Indiana 46236
(317) 313-7948

Page 2 of 2

4. UNSPSC Certification:

CFFI is certified under the United Nations Standard Products and Services Code (UNSPSC) relevant to its service categories.

5. Timeline of Engagement

Certified Fraud & Forensic Investigations shall be engaged between 3/1/24 – 4/15/25.

6. Cost of Services

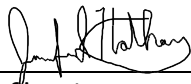
The cost of Certified Fraud & Forensic Investigations database analysis, training resources, webinars, and talent acquisition of public health and preparedness subject matter experts are included in the Sub-contracting percentage of Total.

CFFI is a certified Women's Business Enterprise (WBE), is registered to do business with the State of Indiana under Bidder Registration # 0000030584 and remains in good standing.

Best regards,

Certified Fraud & Forensic Investigations
Subcontractor

Jennifer Hathaway, President
Representative Name and Title


Signature

1/8/2024
Date