

**ATTACHMENT A1
INDIANA VETERAN OWNED SMALL BUSINESS RFP SUBCONTRACTOR
COMMITMENT FORM¹**

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 amount entered in the Attachment D, Cost Proposal Template, Cell F21. The IVOSB subcontractor amount and subcontractor percentage is based on the initial term of the contract for scoring purposes only. However, the subcontractor commitment shall apply to the life of the contract including any time after the initial term. 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 the Respondent to the solicitation is an IVOSB certified entity, the letter confirming same should be submitted with their response. Therefore, the Respondent has the responsibility to alert IDOA of their certification. The IVOSB Respondent will receive the total points for the IVOSB evaluation criteria per section 3.2.7. Additional ISVOB subcontractors must be included if the IVOSB Respondent is seeking the additional bonus point.

The IVOSB respondent must list their **company contact information only** on the IVOSB Subcontractor Commitment Form.

Failure to address these goals may impact the evaluation of your Proposal. The Department will verify all information included on the IVOSB Subcontractor Commitment Form.

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

- Must be listed on Federal Center for Veterans Business Enterprise VETBIZ at <https://www.vetbiz.va.gov/vip/> under INDIANA, or listed at 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 veteran business Certification Letter provided by either IDOA or Federal Govt. VETBIZ at <https://www.vetbiz.va.gov/vip/>, to show current status of certification.
- Each firm may only serve as one classification – MBE, WBE (see Section 1.21) or IVOSB
- IVOSB must have a Bidder ID (see [Section 2.3.8](#) - [Department of Administration, Procurement Division](#)).
- A Prime Contractor who is an IVOSB **can** count their own workforce or companies to meet this requirement, (see IAC 25-9-4-1 (c))
- **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 as listed in the VETBIZ federal registry, at <https://www.vetbiz.va.gov/vip/> under INDIANA or at State of Indiana Certified M/W/IVOSB list at <https://www.in.gov/idoa/mwbe>. Must be used to provide the goods or services specific to the contract.

INDIANA VETERAN OWNED SMALL BUSINESS RFP SUBCONTRACTOR LETTER OF COMMITMENT

A signed letter(s), on company letterhead, from the IVOSB(s) must accompany the IVOSB Subcontractor Commitment Form. Each letter shall state and will serve as acknowledgement from the IVOSB of its subcontract amount, a description

¹ The Indiana Veteran Business Program is governed by IC 5-22-14 and 25 IAC 9.

of products and/or services to be provided on this project, and approximate date the subcontractor will perform work on this contract. For scoring purposes only, the IVOSB subcontractor amount and subcontractor percentage is based on the initial term of the contract. However, 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 by the rules and requirements of the State’s IVOSB Program. Questions involving the regulations governing the IVOSB Subcontractor Commitment Form should be directed to: Division of Supplier Diversity at indianaveteranspreference@idoa.in.gov, (317) 232-3061 or the Supplier Diversity website at <https://www.in.gov/idoa/mwbe>.

STATE OF INDIANA IVOSB SUBCONTRACTOR COMMITMENT FORM

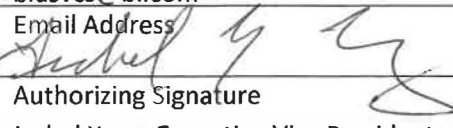
RFP#: 25-79278

TOTAL BID AMOUNT: \$2,965,625.00

Company Name: Vespa Group LLC	Contact Person: Anthony Vespa	
Address: 201 N Illinois Street South Tower Suite 16th Floor Indianapolis, IN 46204	E-mail: vespa@vespa-group.com	
Sub-Contract Amount: \$88,968.75	Telephone Number: (410) 533.6247	Fax Number: NA ()
Sub-Contract Percentage of Total Bid: 3.00%	Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract: Please see the following attachment for response.	
Provide approximate dates when Sub-Contractor will perform on this project: Please see the following attachment for response.		

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

BI Incorporated
 Respondent Firm
6265 Gunbarrel Avenue, Suite B
 Address
Boulder, CO 80301
 City/State/Zip Code
Isabel Yang
 Representative
3/14/2025
 Date

303.218.1000
 Telephone Number
303.834.3414
 Fax Number
bidsvcs@bi.com
 Email Address

 Authorizing Signature
Isabel Yang, Executive Vice President
 Printed Name and Title

☒ Please check if additional forms are attached.

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

ATTACHMENT A1

INDIANA VETERAN OWNED SMALL BUSINESS RFP SUBCONTRACTOR COMMITMENT FORM¹

Vespa Group LLC

Describe service/product to be provided and how is this a Valuable Scope Contribution of the Contract:

Vespa Group provides computer and IT services (hardware and telecom supplies) that are used by BI's Indiana Call Center that directly supports IDOC staff with alert notification and processing, specific to the scope of services (i.e a Valuable Scope Contribution). For a Monitoring Center, a reliable IT hardware provider is fundamental to operational continuity. Vespa Group ensures the infrastructure—servers, workstations, networking gear, and telephony systems—operates seamlessly. Without this, call handling, data management, and overall communication become compromised. They are the backbone of a modern call center.

Provide approximate dates when Sub-Contractor will perform on this project:

Vespa Group will perform these services throughout the duration of the contract, at least annually as equipment in BI's Monitoring Center is refreshed through the natural technology and hardware lifecycle. BI's Monitoring Center hardware needs are unpredictable due to rapid tech changes, fluctuating workloads, software demands, scaling, and security threats making precise equipment procurement forecasting impossible. BI will proactively engage Vespa Group as hardware and telecom supplies are needed.



March 14, 2025

State of Indiana Department of Administration
on behalf of Indiana Department of Correction

ATTN: Mr. Syed Mohammad, Procurement Consultant
Indiana Department of Administration, Procurement Division
402 W. Washington St., Room W468
Indianapolis, IN 46204

Subject: RFP 25-79278 for Electronic Monitoring Equipment and Services
Letter of Commitment to Support Prime Contractor: BI Incorporated

Dear Mr. Mohammad,
BI Incorporated invited Vespa Group LLC to perform work in connection with the above RFP for Electronic Monitoring Services and Equipment for the Indiana Department of Correction.

Vespa Group is prepared and willing to support BI Incorporated as their IVOSB partner. Details include:

Vespa Group is listed in both the Federal Center for Veterans Business Enterprise (VA OSDBU) registry and the IDOA Directory of Certified Firms (IDOA Bidder number: 0000035074). As part of the contract, we will:

- Provide Computer and IT services (hardware and telecom supplies) that are used by BI's Indiana Call Center that directly supports IDOC with alert notification and processing, specific to the scope of services (i.e a Valuable Scope Contribution). For a Monitoring Center, a reliable IT hardware provider is fundamental to operational continuity. Vespa Group ensures the infrastructure—servers, workstations, networking gear, and telephony systems—operates seamlessly. Without this, call handling, data management, and overall communication become compromised. They are the backbone of a modern call center.
- BI's Monitoring Center hardware needs are unpredictable due to rapid tech changes, fluctuating workloads, software demands, scaling, and security threats making precise equipment procurement forecasting impossible. BI will proactively engage Vespa Group as hardware and telecom supplies are needed. Vespa Group will perform these services throughout the duration of the contract, at least annually as equipment in BI's Monitoring Center is refreshed through the natural technology and hardware lifecycle.
- Receive 3% of the total contract amount, which is approximately \$88,968.75 of the base contract.

Please contact me directly if you have any questions regarding Vespa Group's participation on this opportunity. We greatly look forward to working with the State of Indiana on this exciting project.

Very respectfully,

Anthony J. Vespa

Anthony J. Vespa

Founder / Principal

410-533-6247

vespa@vespa-group.com



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

February 8, 2024

Mr. Anthony Vespa
Vespa Group LLC
201 N Illinois Street, South Tower Suite 1600
Indianapolis, IN 46204

Subject: Indiana Veteran Owned Small Business Enterprise Certification

Dear Mr. Vespa:

Congratulations! The Indiana Department of Administration Division of Supplier Diversity ("Division") is pleased to inform you that **Vespa Group LLC** is hereby certified as an Indiana Veteran Owned Small Business Enterprise ("IVOSB").

Your company provides a commercially useful function in the areas listed below. Only work performed in these areas will be counted towards IVOSB participation:

UNSPSC CODE(S)

<i>Code</i>	<i>Description</i>
43230000	Software
80000000	Management and Business Professionals and Administrative Services
80111600	Temporary personnel services
80111701	Staff recruiting services
81000000	Engineering and Research and Technology Based Services
81110000	Computer services
81160000	Information technology service
85000000	Healthcare Services
86000000	Education and Training Services
92000000	National Defense and Public Order and Security and Safety Services

Referencing: Vespa Group LLC

Vespa Group LLC's certification is valid from **February 8, 2024**, through **February 8, 2026**. Annually, the company must complete the Affidavit of Continued Eligibility Form and submit it to the Division. The company must complete the recertification process every two years. The Division recommends that you start this process at least 90 days prior to the expiration of the company's certification to avoid any lapse in your certification. More information regarding this process, along with additional information about the IVOSB program and available opportunities, can be found at: <https://www.in.gov/idoa/2863.htm>.

Please contact our office at (317) 232-3061 or indianaveteranspreference@idoa.in.gov if you should have any questions or concerns.

Sincerely,

Peter Sobun

Peter Sobun, Director of Certification
Indiana Department of Administration
Division of Supplier Diversity

PS/rsd