

## II-6. Disadvantaged Business Submittal

### a. **Disadvantaged Business Information**

- i) *To receive credit for being a Small Disadvantaged Business or a Socially Disadvantaged Business or for entering into a joint venture agreement with a Small Disadvantaged Business or for subcontracting with a Small Disadvantaged Business (including purchasing supplies and/or services through a purchase agreement), an Offeror must include proof of Disadvantaged Business qualification in the Disadvantaged Business Submittal of the proposal, as indicated below:*
- 1) *A Small Disadvantaged Businesses certified by BMWBO as an MBE/WBE must provide a photocopy of their BMWBO certificate.*
  - 2) *Small Disadvantaged Businesses certified by the U.S. Small Business Administration pursuant to Section 8(a) of the Small Business Act (15 U.S.C. § 636(a)) as an 8(a) or small disadvantaged business must submit proof of U.S. Small Business Administration certification. The owners of such businesses must also submit proof of United States citizenship.*
  - 3) *All businesses claiming Small Disadvantaged Business status, whether as a result of BMWBO certification or U.S. Small Business Administration certification as an 8(a) or small disadvantaged business, must attest to the fact that the business has 100 or fewer employees.*
  - 4) *All businesses claiming Small Disadvantaged Business status, whether as a result of BMWBO certification or U.S. Small Business Administration certification as an 8(a) or small disadvantaged business, must submit proof that their gross annual revenues are less than \$20,000,000 (\$25,000,000 for those businesses in the information technology sales or service business). This can be accomplished by including a recent tax return or audited financial statement.*

### **Verizon Business Response**

Verizon has read, understands and will comply. All required Disadvantaged Business documentation is included with this proposal for each of the companies participating on the Verizon team – Adept Consulting Services Inc. and PC Network Inc.

- ii) *All businesses claiming status as a Socially Disadvantaged Business must include in the Disadvantaged Business Submittal of the proposal clear and convincing evidence to establish that the business has personally suffered racial or ethnic prejudice or cultural bias stemming from the business person's color, ethnic origin or gender. The submitted evidence of prejudice or bias must:*
- 1) *Be rooted in treatment that the business person has experienced in American society, not in other countries.*
  - 2) *Show prejudice or bias that is chronic and substantial, not fleeting or insignificant.*

- 3) ***Indicate that the business person's experience with the racial or ethnic prejudice or cultural bias has negatively impacted his or her entry into and/or advancement in the business world.***

***BMWBO shall determine whether the Offeror has established that a business is socially disadvantaged by clear and convincing evidence.***

### **Verizon Business Response**

Verizon has read and understands. This item does not apply to the Disadvantaged Businesses participating on the Verizon team.

- iii) ***In addition to the above verifications, the Offeror must include in the Disadvantaged Business Submittal of the proposal the following information:***

- 1) ***The name and telephone number of the Offeror's project (contact) person for the Small Disadvantaged Business.***

### **Verizon Business Response**

Verizon's contact for this Disadvantaged Business submittal is:

Cheryl Caplan                      Ph. 717-777-3960

- 2) ***The business name, address, name and telephone number of the primary contact person for each Small Disadvantaged Business included in the proposal. The Offeror must specify each Small Disadvantaged Business to which it is making commitments. The Offeror will not receive credit for stating that it will find a Small Disadvantaged Business after the contract is awarded or for listing several businesses and stating that one will be selected later.***

### **Verizon Business Response**

Adept Consulting Services Inc.

423 Walnut Street, P. O. Box 2677

Harrisburg, PA 17105-2677

Primary Contact: Susan Quigley

Ph. 717-691-0167

PC Network Inc.

100 South Broad St. - Suite 1205

Philadelphia, PA 19110

Primary Contact: Katrin Hillner

Ph. 215-518-8703

- 3) *The specific work, goods or services each Small Disadvantaged Business will perform or provide.***

### **Verizon Business Response**

Adept Consulting Services Inc.: Helpdesk services, Order processing, Cabling services, Voice CPE maintenance and services, Third party vendor management, a Dedicated Trainer, and two Program Management staff positions – the Change Analyst and Third Party Vendor Manager.

PC Network Inc.: Customer satisfaction survey design and implementation

- 4) *The estimated dollar value of the contract to each Small Disadvantaged Business.***

### **Verizon Business Response**

Verizon is committing \$41,641,994 to our Disadvantaged Business partners for the 7 year contract term and will use best efforts to look for the opportunity for growth in this area. The allocation by company is:

Adept Consulting Services Inc.: \$39,804,074 over the 7 year term

PC Network Inc.: \$1,837,920 over the 7 year term

- 5) *Of the estimated dollar value of the contract to each Small Disadvantaged Business, the percent of the total value of services or products purchased or subcontracted that will be provided by the Small Disadvantaged Business directly.***

### **Verizon Business Response**

For the Verizon BAFO response, we have increased our dollar commitment in the Disadvantaged Business submittal and are committing 11.21% of the total value of products and services purchased via this contract. The allocation by company is:

Adept Consulting Services Inc.: 10.72%

PC Network Inc.: .49%

- 6) *The location where each Small Disadvantaged Business will perform these services.***

### **Verizon Business Response**

Services performed by Adept Consulting Services Inc. will be performed in Harrisburg. Services performed by PC Network Inc. will be performed in Harrisburg and Philadelphia.

- 7) *The timeframe for each Small Disadvantaged Business to provide or deliver the goods or services.***

### **Verizon Business Response**

The services provided by the Small Disadvantaged Businesses on the Verizon team will be provided throughout the term of the contract.

- 8) *The amount of capital, if any, each Small Disadvantaged Business will be expected to provide.***

### **Verizon Business Response**

No capital will be expected from the participating Disadvantaged Businesses.

- 9) *The form and amount of compensation each Small Disadvantaged Business will receive.***

### **Verizon Business Response**

Each participating Disadvantaged Business will be compensated for the value of the services performed in support of this contract. Payment will be via check or electronic funds transfer.

- 10) *For a joint venture agreement, a copy of the agreement, signed by all parties.***

**Verizon Business Response**

This item does not apply to the Verizon proposal.

*11) For a subcontract, a signed subcontract or letter of intent.*

**Verizon Business Response**

A letter of intent has been included for each of the Verizon Disadvantaged Business team members.

*iv) The Offeror is required to submit two copies of its Disadvantaged Business Submittal. The submittal shall be clearly identified as Disadvantaged Business information and sealed in its own envelope, separate from the remainder of the proposal.*

**Verizon Business Response**

Verizon has read, understands and will comply.

*v) The Offeror must include the dollar value of the commitment to each Small Disadvantaged Business in the same sealed envelope with its Disadvantaged Business Submittal. The following will become a contractual obligation once the contract is fully executed:*

**Verizon Business Response**

*1) The amount of the selected Offeror's Disadvantaged Business commitment;*

Adept Consulting Services Inc.: \$39,804,074 over the 7 year term

PC Network: \$1,837,920 over the 7 year term

*2) The name of each Small Disadvantaged Business; and*

Adept Consulting Services Inc.

PC Network Inc.

*3) The services each Small Disadvantaged Business will provide, including the timeframe for performing the services.*

Adept Consulting Services Inc.: Helpdesk services, Order processing, Cabling services, Voice CPE maintenance and services, Third party vendor management, Dedicated Trainer and two Program Management staff positions – the Change Analyst and Third Party Vendor Manager throughout the contract term

PC Network Inc.: Customer satisfaction survey design and implementation throughout the contract term

*vi) A Small Disadvantaged Business can be included as a subcontractor with as many prime contractors as it chooses in separate proposals.*

### **Verizon Business Response**

Verizon has read, understands and will comply.

*vii) An Offeror that qualifies as a Small Disadvantaged Business and submits a proposal as a prime contractor is not prohibited from being included as a subcontractor in separate proposals submitted by other Offerors.*

### **Verizon Business Response**

Verizon has read and understands.

## **b. Enterprise Zone Small Business Participation**

- i) To receive credit for being an enterprise zone small business or entering into a joint venture agreement with an enterprise zone small business or subcontracting with an enterprise zone small business, an Offeror must include the following information in the Disadvantaged Business Submittal of the proposal:*
- 1) Proof of the location of the business' headquarters (such as a lease or deed or Department of State corporate registration), including a description of those activities that occur at the site to support the other businesses in the enterprise zone.*
  - 2) Confirmation of the enterprise zone in which it is located (obtained from the local enterprise zone office).*
  - 3) Proof of United States citizenship of the owners of the business.*
  - 4) Certification that the business employs 100 or fewer employees.*
  - 5) Proof that the business' gross annual revenues are less than \$20,000,000 (\$25,000,000 for those businesses in the information technology sales or service business). This can be accomplished by including a recent tax return or audited financial statement.*

- 6) *Documentation of business organization, if applicable, such as articles of incorporation, partnership agreement or other documents of organization.*

### **Verizon Business Response**

Verizon has read and understands.

- ii) *In addition to the above verifications, the Offeror must include in the Disadvantaged Business Submittal of the proposal the following information:*
- 1) *The name and telephone number of the Offeror's project (contact) person for the Enterprise Zone Small Business.*
  - 2) *The business name, address, name and telephone number of the primary contact person for each Enterprise Zone Small Business included in the proposal. The Offeror must specify each Enterprise Zone Small Business to which it is making commitments. The Offeror will not receive credit for stating that it will find an Enterprise Zone Small Business after the contract is awarded or for listing several businesses and stating that one will be selected later.*
  - 3) *The specific work, goods or services each Enterprise Zone Small Business will perform or provide.*
  - 4) *The estimated dollar value of the contract to each Enterprise Zone Small Business.*
  - 5) *Of the estimated dollar value of the contract to each Enterprise Zone Small Business, the percent of the total value of services or products purchased or subcontracted that each Enterprise Zone Small Business will provide.*
  - 6) *The location where each Enterprise Zone Small Business will perform these services.*
  - 7) *The timeframe for each Enterprise Zone Small Business to provide or deliver the goods or services.*
  - 8) *The amount of capital, if any, each Enterprise Zone Small Business will be expected to provide.*
  - 9) *The form and amount of compensation each Enterprise Zone Small Business will receive.*
  - 10) *For a joint venture agreement, a copy of the agreement, signed by all parties.*
  - 11) *For a subcontract, a signed subcontract or letter of intent.*

### **Verizon Business Response**

Verizon has read and understands.

*iii) The dollar value of the commitment to each Enterprise Zone Small Business must be included in the same sealed envelope with the Disadvantaged Business Submittal of the proposal. The following will become a contractual obligation once the contract is fully executed:*

- 1) The amount of the selected Offeror's Enterprise Zone Small Business commitment;*
- 2) The name of each Enterprise Zone Small Business; and*
- 3) The services each Enterprise Zone Small Business will provide, including the timeframe for performing the services.*

### **Verizon Business Response**

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Verizon has read and understands.