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## 5. Supplier Procurement and Subcontracting Plan

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It is the policy of the Commonwealth to contribute to the establishment, preservation, and strengthening of small businesses and micro businesses, including those small or micro businesses owned by women, minorities, or service-disabled veterans; and to encourage their participation in Commonwealth procurement activities. Further, VITA is committed to enabling a minimum of three percent (3%) participation by small businesses that are service disabled veteran-owned businesses, as defined in Code §§ 2.2-2000.1 and 2.2-4310, when contracting for information technology goods and services. The Commonwealth encourages all Suppliers to provide for the participation of these small businesses through partnerships, joint ventures, subcontracts, and other contractual opportunities.

Any business that is a small business, a small woman-owned business, a small minority-owned business, or a small service disabled veteran-owned business, as defined in Code § 2.2-4310 or § 2.2-1604, or a certified micro business as defined in Executive Order Number 20 (2014), is a "SWaM" business. If your firm is a SWaM business, you should include a copy of all Virginia SWaM certifications with its proposal. No Supplier will be considered a SWaM business unless certified by the DSBSD. For information, go to: <http://www.sbsd.virginia.gov/>.

Please provide a Supplier Procurement and Subcontracting Plan as set forth in Appendix B. In the submitted Supplier Procurement and Subcontracting Plan, please state the amount of the overall commitment percentage that will be directly spent with SWaM subcontractors in performing the Requirements of the contract. Please also include in your plan a list of all subcontractors you plan to utilize who are Non-SWaM businesses. If Supplier does not plan to use small business subcontractors in executing a contract resulting from this RFP, so state.

ENA Services, LLC (ENA) will be utilizing Complete Communication Services, Inc. (CCS) as a subcontractor. Please see the following page for ENA's completed **Appendix B**.

## Appendix B - Supplier Procurement and Subcontracting Plan

All small businesses must be certified by the Commonwealth of Virginia, Department of Small Business and Supplier Diversity ("DSBSD") by the contract award date to participate in the SWAM program. Certification applications are available through DSBSD online at <http://www.sbsd.virginia.gov/>.

Supplier Name: ENA Services, LLC

Preparer Name: Gayle Nelson Date: July 30, 2021

### Instructions

- A.** If you are certified by the DSBSD as a small business or as a micro business, complete only Section A of this form. This includes DSBSD-certified small women, small minority, or Service Disabled veteran-owned businesses when they have received DSBSD small business certification.
- B.** If you are not a DSBSD-certified small business, complete Section B of this form.

### Section A

If your firm is certified by the DSBSD, are you certified as a (**check all that apply**):

- ☐ Small Business
- ☐ Small and Women-owned Business
- ☐ Small and Minority-owned Business
- ☐ Small Service Disabled Veteran-owned Business
- ☐ Micro Business
- ☐ Micro Business and Women-owned Business
- ☐ Micro Business and Minority-owned Business
- ☐ Micro Service Disabled Veteran-owned Business

Certification Number: \_\_\_\_\_

Certification Approval Date: \_\_\_\_\_

Certification Expiration Date: \_\_\_\_\_

### Section B

Populate the table below to show your firm's plans for utilization of DSBSD-certified SWaM businesses and Non-SWaM businesses directly performing the Requirements of this contract. This shall not exclude DSBSD-certified micro businesses or women, minority, or service disabled veteran-owned businesses when they have received the DSBSD small business certification. Include as well businesses that ARE NOT SWaM businesses that will be utilized in directly performing the Requirements of this contract. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc.

Small Business Name & Address DSBSD Certificate # (Leave certificate number blank if Non-SWaM)	Status if Small Business is also: Women (W), Minority (M) Service-Disabled Veteran (D), Micro Business (O) Non-SWaM (NS)	Contact Person, Telephone & Email	Type of Goods and/or Services
Complete Communication Services, Inc. / Integrity Telecom  114 Chesser Crane Rd. Chelsea, AL 35043  Integrity Telecom Certification Number: 720170	O	John Chamblee 205-820-7983	Equipment Installation and Support, Cabling
Complete Communication Services, Inc. / W.I.T Communications  114 Chesser Crane Rd. Chelsea, AL 35043	NS	John Chamblee 205-820-7983	Equipment Installation and Support, Cabling
<b>SWaM Overall Commitment Percentage</b>  <b>Please state here the overall commitment percentage for DSBSD-certified SWaM businesses directly performing the Requirements of this Contract:</b>  <b>Note: The percentage above ONLY APPLIES to DSBSD-certified SWaM businesses who are directly performing the Requirements of this Contract. Do not include in the percentage any businesses performing the Requirements of this Contract that are non-SWaM businesses.</b>			TBD%

**Describe in detail information on all mentor-protégé programs and participation that your firm is involved with.**

ENA does not participate in any mentor-protégé programs.