**ATTACHMENT J-10**

**MEANINGFUL RELATIONSHIP COMMITMENT & SUBCONTRACTOR CAPABILITIES, PAST PERFORMANCE AND EXPERIENCE LETTER**

1. **Meaningful relationship certification**

Within a corporate structure, an offeror may utilize resources from a Parent Company, Affiliate, Division, and/or Subsidiary. DOS will allow an offeror to take credit for relevant experience project(s), system(s), or certification(s) from a Parent Company, Affiliate, Division, and/or Subsidiary so long as there is a meaningful relationship to the offeror and commitment letters are provided to the Government. For the purposes of Evolve, a “meaningful relationship” exists within a corporate structure when at least one of the following conditions exists:

a. An entity is a wholly owned subsidiary of a parent organization.  
b. An entity is a parent of a wholly owned subsidiary.  
c. An entity operates under a single internal operational unit.  
d. An entity operates under a consolidated accounting system.  
e. An entity operates under a consolidated purchasing system.  
f. An entity operates under a consolidated human resources or personnel system.  
g. An entity operates under common policy and corporate guidelines.  
h. Operating structure between the entities includes internal organizational reporting lines and management chains for “lines of business” that operate across the formal corporate subsidiaries.

For each meaningful relationship identified for Evolve proposal elements, the offeror shall provide a Meaningful Relationship Commitment Letter that includes the following:

* 1. Clear and legal identification of the meaningful relationship between the offeror and entity identified.
  2. A statement of commitment as to the performance and utilization of the identified entity’s resources on Evolve task orders.
  3. Each applicable proposal element shall be clearly and specifically identified.
  4. Signatures of both the offeror and meaningful relationship entity.

Indicate in the box below whether a meaningful relationship is being submitted for consideration within the Offeror’s proposal, and identify the attachments to the proposal that include meaningful relationship letters:

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In the event that a parent organization has complete and full control over all meaningful relationship entities, the parent entity may prepare a single Meaningful Relationship Commitment Letter that identifies all elements required above.

1. **Subcontracting Capabilities, Past Performance, and Experience**

In accordance with SBA regulation at 13 C.F.R. 125.2, When an offer of a small business prime contractor includes a proposed team of small business subcontractors and specifically identifies the first-tier subcontractor(s) in the proposal, the head of the agency must consider the capabilities, past performance, and experience of each first tier subcontractor that is part of the team as the capabilities, past performance, and experience of the small business prime contractor if the capabilities, past performance, and experience of the small business prime does not independently demonstrate capabilities and past performance necessary for award.

The following must be demonstrated within the proposal for credit:

(1) the prospective prime contractor is a small business;

(2) the prospective prime does not independently demonstrate the past performance “necessary for award;

(3) the subcontractor is a first-tier sub; and

(4) the subcontractor is itself a small business.

If applicable, provide a narrative in the box below describing how the Offeror’s proposal demonstrates the above 4 items (narrative may include references to proposal attachments if necessary).

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Definitions:

1. **Subcontractor** means any vendor, or firm that has entered into a binding subcontract in order to furnish supplies or services to or for a prime contractor or another subcontractor in support of a specific Government Contract.
2. **Affiliates** are business concerns of each other if, directly or indirectly, either one controls or has the power to control the other, or another concern controls or has the power to control both.
3. **Division** is a separate business unit of a company representing a specific business function.
4. **Subsidiary** means an entity in which more than 50 percent of the entity is owned directly by a parent corporation or through another subsidiary of a parent corporation.
5. **Supplier** is any vendor or firm that furnishes supplies, software-as-a-service, services, or other materials or commodities to a Prime or Sub Contractor without specific attribution to a Government contract. A Supplier is not necessarily equivalent to a subcontractor.