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MASTER AGREEMENT #010826
CATEGORY: IT Managed Workforce and IT Staff Augmentation Solutions
SUPPLIER: Insight Global, LLC

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Northeast, Staples, MN 56479 (Sourcewell) and Insight Global, LLC, 1224 Hammond Drive, Suite 1500, Atlanta, GA 30346 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

Article 1:
General Terms

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.

2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.

3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.

4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

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5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on October 20, 2030, unless it is cancelled or extended as defined in this Agreement.

   a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.

   b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.

6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.

7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in (Solicitation #010826) to Participating Entities. In-scope solutions include:

   a) IT Managed Workforce Solutions, such as:
      i) Coordination and oversight of multiple staffing suppliers to meet IT talent needs.
      ii) Management of supplier performance, compliance, and contractual obligations.
      iii) Administration of workforce processes and support of strategic IT workforce planning and alignment.
      iv) Providing tools, resources, and processes to manage statement of work (SOW) engagements with IT staffing suppliers.
   b) IT Staff Augmentation Services, such as:
      i) Providing temporary, project-based, long-term staff augmentation, or direct-hire IT professionals across a full range of IT roles.

   Suppliers may include complementary offerings of related services, software, and technology solutions to the extent that these solutions are directly related to the solutions proposed in 7)a) and 7)b) above.

8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.

9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.

10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.

11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.

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12) **Open Market.** Supplier's open market pricing process is included within its Proposal.

13) **Supplier Representations:**

i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.

ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.

iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.

14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the term of this Agreement.

15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time during the term of this Agreement.

16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.

i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing

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regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.

iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient

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must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of $150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

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x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.

xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.

xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

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xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2:
Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

1) **Authorized Sellers**. Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.

2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
   - Identify the applicable Sourcewell Agreement number;
   - Clearly specify the requested change;
   - Provide sufficient detail to justify the requested change;
   - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
   - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

   A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
   - Maintenance and management of this Agreement;
   - Timely response to all Sourcewell and Participating Entity inquiries; and
   - Participation in reviews with Sourcewell.

   Sourcewell's Authorized Representative is its Chief Procurement Officer.

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4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.

5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.

6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

   The Report must contain the following fields:
   - Participating Entity Name (e.g., City of Staples Highway Department);
   - Participating Entity Physical Street Address;
   - Participating Entity City;
   - Participating Entity State/Province;
   - Participating Entity Zip/Postal Code;
   - Sourcewell Participating Entity Account Number;
   - Transaction Description;
   - Transaction Purchased Price;
   - Sourcewell Administrative Fee Applied; and
   - Date Transaction was invoiced/sale was recognized as revenue by Supplier.

   If collected by Supplier, the Report may include the following fields as available:
   - Participating Entity Contact Name;
   - Participating Entity Contact Email Address;
   - Participating Entity Contact Telephone Number;

7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.

8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.

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9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.

10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.

11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.

12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.

13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.

14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.

15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.

16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.

17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, to the extent arising out of any negligent act or willful omission in the performance of

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this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.

19) **Grant of License.**
    a) **During the term of this Agreement:**
        i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.

        ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.

    b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.

    c) **Use; Quality Control.**
        i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

        ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

    d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

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20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.

21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

    a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
        - $1,500,000 each occurrence Bodily Injury and Property Damage
        - $1,500,000 Personal and Advertising Injury
        - $2,000,000 aggregate for products liability-completed operations
        - $2,000,000 general aggregate

    b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.

    c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

    d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses

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paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

Article 3:
Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.

2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.

3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation. In the

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event a Participating Entity is not a tax-exempt entity, Supplier will remit such applicable sales tax as a separate line item on the related invoice.

4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.

6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.

7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.

8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

Sourcewell	Insight Global, LLC
Signed by: Jeremy Schwartz C0FD2A139D06489...	Signed by: Jamie Levin 0F5D9ED64B64448...
By: _____	By: _____
Jeremy Schwartz	Jamie Levin
Title: Chief Procurement Officer	Title: Portfolio Director
Date: 10/20/2026 | 10:13 AM CDT	Date: 10/20/2026 | 8:02 AM PDT

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RFP 010826 - IT Managed Workforce and Staff Augmentation Solutions

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Vendor Details

Company Name:	Insight Global, LLC
Does your company conduct business under any other name? If yes, please state:	GA
Address:	1224 Hammond Drive Atlanta, GA 30346
Contact:	Kristen SZWECH
Email:	kristen.szwech@insightglobal.com
Phone:	334-389-7819
Fax:	404-257-7900
HST#:	

Submission Details

Created On:	Thursday November 20, 2025 09:39:14
Submitted On:	Wednesday January 07, 2026 10:00:29
Submitted By:	Kristen SZWECH
Email:	kristen.szwech@insightglobal.com
Transaction #:	ecb3d4f9-4282-4f46-b371-a67db53277d0
Submitter's IP Address:	69.15.33.208

Specifications

Responsiveness Criteria

To be considered responsive under this solicitation, a proposer **must meet** the responsiveness criteria for one (1) or both solution categories identified below:

1. IT Managed Workforce
2. IT Staff Augmentation

Proposers that wish to demonstrate compliance with the responsiveness criteria for both solution categories, must submit the required documentation for each applicable category. In such cases, the proposer must submit the required documentation **for each** applicable category. Proposal responses will be evaluated within a collective pool, rather than by individual categories.

Proposals that **do not** include the required documentation for at least one (1) of the responsiveness criteria will be deemed non-responsive and **will not** advance to evaluation.

Summary:

- If you are proposing for **IT Managed Workforce**, provide the documentation listed in Table RC1.
- If you are proposing for **IT Staff Augmentation**, provide the documentation listed in Table RC2.
- If you are proposing for **both IT Managed Workforce** and **IT Staff Augmentation**, you must provide the required documentation listed in both Table RC1 and Table RC2. Submit all documents together in your "Responsiveness" folder, labeled according to the instructions below.

Responsiveness – Pass/Fail:
If any of the requested information is not provided, the proposer is deemed non-responsive and **WILL NOT** advance to evaluation.

Line Item	Acknowledge	Yes / No *	
1	I have read and understand the responsiveness criteria requirements.	(•) Yes ( ) No	*

Table RC1: Responsiveness Criteria - IT Managed Workforce Solutions

Line Item	Category or Type	Offered *
2	Proposers must demonstrate experience managing at least one (1) large-scale state-wide, county-wide, or city-wide public-sector contract. For a city-wide contract, the city must be located within a metropolitan statistical area (MSA) with a population of at least 2.9 million, based on the 2024 U.S. Census Bureau data. Documentation Required (submit one (1) of the following): - PDF copy of a contract award or executed agreement showing contract scope and statewide coverage; - Publicly available procurement portal record confirming contract award and active status; or - Renewal notice, contract extension, or redacted invoice demonstrating the contract is active as of the RFP submission due date. Label the document (in PDF format) as follows: - MW– Statewide Contract Evidence *See submission instructions below.	○ Yes ◉ No

Table RC2: Responsiveness Criteria - IT Staff Augmentation Services

Line Item	Category or Type	Offered *
3	Proposers must demonstrate experience holding at least three (3) active public sector contracts directly as a prime contractor within the last 24 months of the RFP release, for solutions within the scope of this RFP. Documentation Required (submit one [1] of the following for each of the three [3] active public sector contracts): - Contract award letter or notice of award; - Executed agreement clearly naming the proposer as prime contractor; - Purchase order (PO) or equivalent document showing contract start date and scope of services (must include verifiable contract number); or, - Publicly available procurement portal record confirming contract award and active status. Label the documents (in PDF format) as follows: - SA1– Public Sector Contract Evidence - SA2– Public Sector Contract Evidence - SA3– Public Sector Contract Evidence *See submission instructions below.	◉ Yes ○ No

Responsiveness Criteria - Instructions for Submitting Documents

For IT Managed Workforce Solutions, label the document (in PDF format) as follows:

- MW – Statewide Contract Evidence

For IT Staff Augmentation Services, label the documents (in PDF format) as follows:

- SA1 – Public Sector Contract Evidence
- SA2 – Public Sector Contract Evidence
- SA3 – Public Sector Contract Evidence

1. **Add all applicable and appropriately labeled documentation (in PDF format) and place in a folder.**
2. **Label the folder "Responsiveness".**
3. **Zip the folder.**
4. **Upload the zipped folder with your response submission.**

Responsiveness – Pass/Fail:
If any of the requested information is not provided, the proposer is deemed non-responsive and **WILL NOT** advance to evaluation.

Line Item	Acknowledge	Yes / No *	
4	I have read, acknowledged, labeled, and uploaded the organization's responsiveness criteria.	(•) Yes ( ) No	*

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer's corporate organization affiliation.

Line Item	Question	Response *	
5	Provide the legal name of the Proposer authorized to submit this Proposal.	Insight Global, LLC	*
6	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Y	*
7	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	N/A	*
8	Provide your CAGE code or Unique Entity Identifier (SAM):	4RWP7	*
9	Provide your NAICS code applicable to Solutions proposed.	561320	
10	Proposer Physical Address:	1224 Hammond Drive, Suite 1500, Atlanta, GA 30346	*

11	Proposer website address (or addresses):	www.insightglobal.com	*
12	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	Jamie Levin, Portfolio Director - State & Local Government and Education 250 Park Ave, Suite 1100, New York, NY 10177 jamie.levin@insightglobal.com 973.879.8235	*
13	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Jamie Levin, Portfolio Director - State & Local Government and Education 250 Park Ave, Suite 1100, New York, NY 10177 jamie.levin@insightglobal.com 973.879.8235	*
14	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Kelsey Dean, Managing Director, 4030 Boy Scout Blvd, Unit 950 Tampa, FL, Kelsey.Dean@insightglobal.com, 904-955-6694 Millie Bowman, Strategic Account Executive, 5555 Gate Pkwy Suite 220, Jacksonville, FL 3225, Millie.Bowman@insightglobal.com, 256-441-3118 Lauren Charlesworth, Senior Strategic Account Executive, 201 North Tryon St., Suite 2150, Charlotte, NC 28202, Lauren.Charlesworth@insightglobal.com, 919-637-7721 Valerie Gage, Strategic Account Executive, 800 Bellevue Way NE # 400, Bellevue, WA 98004, Valerie.Gage@insightglobal.com, 206-375-6233 Alexis Anderson, Strategic Account Executive, 401 W A St Suite 2075, San Diego, CA 92101, Alexis.Anderson@insightglobal.com, 925-719-9545 Palmer Spinelli, Strategic Account Executive, 16220 N Scottsdale Rd, Scottsdale, AZ 85254, Palmer.Spinelli@insightglobal.com, 480-299-4416 Laura Downey, Strategic Account Executive, 99 Bank St, Ottawa, ON K1P 5N4, Canada, Laura.Downey@insightglobal.com, 905-716-5212 Ana Schneider, Strategic Account Executive, 33 Arch St #1120, Boston, MA 02110, Ana.Schneider@insightglobal.com, 203-313-672356 Stephanie Wisman, Managing Director, 800 Bellevue Way NE, Suite 400, Bellevue, WA 98004, Stephanie.Wisman@insightglobal.com, 425-760-2985 Kristen Szwech, Senior Relationship Manager, 1224 Hammond Drive, Suite 1500, Atlanta, GA 30346, Kristen.Szwech@insightglobal.com, 334-389-7819 Darian Blevins, Strategic Account Executive, 1222 Demonbreun St, Suite 1100, Nashville, TN 37203, Darian.Blevins@insightglobal.com, 615-257-1031 Carolyn Arnold, Strategic Account Executive, 707 17th St Suite 4100, Denver, CO 80202, Carolyn.Arnold@insightglobal.com, 303-829-8722	*

Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)

Line Item	Question	Response *
15	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	Insight Global, an international leader in staffing and talent services, is dedicated to giving people hope through the dignity of employment. Within our staffing services arm of business, we provide short-term and long-term contract, contract-to-hire, and direct placement staffing services. We relentlessly pursue opportunities for others as we connect top-tier talent from diverse backgrounds with Fortune 1000 clients across the United States, Canada, and the United Kingdom. Insight Global excels at fostering long-term, collaborative partnerships across all industries, allowing us to deliver customized solutions catering to the unique needs of our clients. Insight Global has been continuously engaged in business for 24 years. Our commitment to our people and our clients allowed us to scale to a remarkable $4 billion in revenue, capturing a 7% IT staffing market share. This significant achievement underscores our stability and reliability in a dynamic market. The company began in 2001 as an entrepreneurial startup with the idea that staffing could be about genuine relationships and meaningful impact. By 2002, this idea propelled the company past its $1 million milestone and into generating over $4 million in legacy staffing services. While Insight Global was making a name for itself as an up-and-coming force to be reckoned with in the staffing industry, we also recognized the need to expand. In 2009, Insight Global Canada, Inc. was founded to provide contingent labor services in Canada with branch offices in Alberta, British Columbia, and Ontario to date. This

same year, Evergreen, Insight Global's professional services division, launched to cater to the vast and ever-evolving needs of the company's 6,000+ client base.

Across the next decade, this path of growth and expansion in offices and services would steadily continue to meet client needs. In 2010, the company expanded on temporary staffing services with the launch of its Direct Placement Division that now places over 11,000 permanent resources annually through its team of dedicated Account Managers, Recruiters, and a regional leadership team.

2014 saw the opening of Insight Global's division dedicated to sourcing professional skillsets under the name Insight Global Business (IGB). This led to an immediate and positive response from clients as well as Insight Global becoming a $1 billion company. Two years later, Insight Global officially expanded its reach into the public sector with the launch of our Government Services Division in 2016, enabling the support of federal services.

In October 2017, IG Government Services officially expanded to State & Local Government/EDU – offering robust solutions for the everchanging complex issues that our communities face through our ability to recruit, retain, and manage a diverse workforce. With Insight Global's support, State and Local organizations can focus on the critical mission of servicing their communities and Higher Education systems can focus on solving society's most pressing issues through academia, research, and public service; all while replying on us to provide comprehensive solutions and deliver results spanning from technical professional services to solving complex hiring needs. We take pride in developing a quality workforce that is happy, productive, and representative of the communities we live, learn, and work in. Since its inception, our SLED division has grown to support 240+ State and Local government entities, 140+ Colleges and Universities, and 25+ Health Systems. Today, we have 8 dedicated Strategic Account Executives leading our salesforce across the US. That team generated $395mm in revenue in 2024 – delivering 3.1k placements for States/Cities/Counties/k-12, and over 2k placements for Colleges and Universities last year.

Continuing to answer the needs of its clients, Insight Global added direct placement staffing of Allied Health and Nurse resources to its services offerings in 2019. As the impact of COVID-19 set in the following year, the company invested in the necessary insurance, credentialing, and compliance to also provide these skillsets through a contract staffing model. By January 2021, Insight Global Health (IGH) was officially launched to support healthcare-focused clients, starting with the employment of 200+ allied and nursing professionals within the first month.

In August 2022, Insight Global continued to expand our Government Services division and officially established a Canadian Public Sector arm. To date, we have grown that footprint to support over 70 organizations including the provincial governments of Ontario, British Columbia, Alberta, and Nova Scotia, 28 post-secondary institutions, 30+ hospitals and healthcare organizations, 5+ Crown Corporations, and 5+ municipalities. We are optimistic that our performance in the Canadian Public Sector will mirror, if not surpass, the achievements of our US Public Sector division. *

Seeing our purpose succeed in Canada gave us confidence to continue growing our business globally. In October 2022, Insight Global opened its first European office in London to provide staffing services directly to the UK. In 2024, we launched our global delivery center in Hyderabad, India. The company can support several other international locations through a network of trusted staffing partners, and we plan to continue opening more offices globally in South America, Ireland, and Eastern Europe. As one of the fastest-growing staffing firms in the industry, Insight Global placed nearly 50,000 people across 16 different industries in 2023, with the top industries being technology and healthcare. With over 5,300 employees, 70 offices and four Evergreen delivery centers, our robust infrastructure reflects our capability to meet the complex demands of sophisticated, market-leading clients across various sectors. Our award-winning company culture, best-in-class consultant engagement, and unwavering commitment to our clients has earned us many accolades, including a recent acknowledgement by Staffing Industry Analysts (SIA) for being the second largest IT staffing firm in the United States.

At the core of Insight Global's operations lies a deep-rooted commitment to client trust. Account managers are dedicated to comprehending the unique needs of business leaders at every level, ensuring that services consistently exceed expectations across all stakeholder groups. Leveraging a rigorous five-step process and access to ATLIS, an internal database housing over 11 million pre-screened candidates, our 1,700+ recruiters efficiently identify top talent with niche skillsets to find our clients the perfect fit in as little as two days.

We aren't just a staffing company; we're a company that cares for others. It might sound lofty, but it's the idea that gets us up every day, determined to make it true. Insight Global is a company that people can anchor to in moments of triumph, struggle, and every time in between.

		We believe in the power of culture, and we know firsthand that culture is the causation for success. In 2017, we defined a common purpose, established shared values and set a vision for the future: Everyone Matters, We Take Care of Each Other, Leadership is Here to Serve, High Character and Hard Work Above All Else and Always Know Where You Stand. These values direct all decisions within the company. It's this common focus that has produced initiatives that we are most proud of, such as the Insight Global Family Foundation, our OneWorld Health partnership, Be the Light Tour, and ESG initiatives. Our shared value "we take care of each other" is reflected in the Insight Global Family Foundation, which was established to help our employees during personal financial hardships due to unplanned events. Since 2020, we've granted over $2M to IG employees, consultants and their families just when they needed it the most. Our OneWorld Health partnership allows us to build self-sustaining hospital clinics in third-word countries. Since partnering together in 2020, we have set a goal to fund 10 hospital GRIT clinics in Uganda, Nicaragua, Honduras and Kenya. As of the end of 2023, we have seven of these facilities open and operating, and have served over 100,000 patients. We take our shared values on the road with our Be the Light Mobile Career Center by offering free access to one-on-one career counseling, interview prep, free headshots, and resume help. Our goal is to empower and equip jobseekers to harness the power of their potential and connect them directly to our customers. We also know we have a responsibility to use our success for good, and that's why we never stop evolving to do better and be better by taking our 2026 ESG goals to heart. We're implementing an Environmental Management System, expanding Wellness Programs and Mental Health Training, and working our way to becoming carbon neutral in our scope 1 and 2 emissions. At Insight Global, our values are more than just corporate branding, we're proud to live them out in everything we do.	
16	What are your company's expectations in the event of an award?	Insight Global's expectations in the event of an award would start by implementing a marketing plan for the contract. Selling a cooperative contract vehicle to a public agency requires a strategic approach that combines a thorough understanding of the agency's needs, effective communication, and a value proposition. Training will be provided to our Sales Teams in all 67 offices across the U.S. Each training will consist of key information regarding the contract, our selling strategy to current and future agencies, and the value adds of both Insight Global and Sourcewell. As our Sales Teams identify the agency's needs and pain points, they will market the agreement and Insight Global's services that align with the agency's needs. Insight Global has a division dedicated to creating marketing content to assist the field in sharing our service offerings. We will create any content that would be beneficial to train and educate Public Agencies on the Sourcewell agreement as we see fit. By employing these strategies, our Sales Teams can effectively sell a contract vehicle to a public agency, aligning the agency's needs with the benefits, building trust, and fostering a long-term partnership.	*
17	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	Insight Global is a $4B company that generates a significant amount of cash flow. Short-term working capital needs are funded through operating cash flow. As the 4th largest staffing firm in the US overall (Staffing Industry Analysts [SIA]), we continue to see growth year over year, even in the most turbulent of economic climates. For example, Insight Global's revenue growth in 2024 was ~9% while an average of our top 3 competitors' growth was a decline of 8%. In 2023, Insight Global's revenue stayed flat while our top 3 competitors' growth averaged a decline of 8% on the year. In 2021 and 2022, Insight Global saw annual revenue growth percentages in the double digits, as we were able to pivot and maintain growth in the wake of economic uncertainty during and after the COVID pandemic. As a privately held company, we consider our audited financials highly confidential, and this information is not published. However, we are happy to provide our financials or other documentation upon request should we execute a mutual NDA or similar that will protect our proprietary financial information after award.	*
18	Tell us your US market share for your proposed Solutions. OR, provide the number of US Education and Government entities you have served over the past three (3) years, your retention rates, along with the total number of states where you have made sales.	Insight Global had over $980M in revenue from non-IT staffing in 2024, which includes but is not limited to accounting, finance, engineering, and healthcare skillsets. According to forecasts by SIA, Insight Global holds about ~1% market share of the non-IT staffing market in the US. Insight Global has grown significantly in both IT staffing and non-IT staffing since 2019. For example, Insight Global is now the 7th largest engineering staffing firm in the US with a ~3% market share and in 2019, the company was just the 12th largest with just a 1% market share (per SIA).	*

19	Tell us your Canadian market share for your proposed Solutions. OR, provide the number of US Education and Government entities you have served over the past three (3) years, your retention rates, along with the total number of provinces where you have made sales.	Insight Global holds about 2.0% of the overall staffing market share in Canada. However, Insight Global has added 4 new physical Canadian office locations over the past 5 years and expects our non-IT staffing revenue to see significant growth, similar to our revenue growth in the IT staffing market. In 2024, our Canadian revenue grew 17.1%, significantly faster than total company growth. *
20	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	None *
21	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	Insight Global is best described as a service provider. Our sales force is made up of internal employees who are dedicated to ensuring our clients' needs are met. Successful account management is the linchpin of Insight Global's strategy to develop a deep understanding of our clients' business. A client's account management team includes a designated Account Manager and Recruiter, supplemented by support from local leadership, and a Strategic Account Executive specializing in providing support to state and local government entities as needed. While the Account Manager is responsible for managing the health of our client relationship, our Recruiters make the support and care of our consultants a priority, decreasing the potential for negative attrition and performance issues. Strategic Account Executives provide additional support, leveraging their expertise and experience providing services to government and educational entities. Our corporate headquarters houses teams that will support onboarding, HR, and payroll functions as another layer of consultant care, in addition to the Recruiter who is the consultants' primary POC. The Account Manager and Recruiter will actively participate in the intake of each requisition, ensuring the quality and speed with which we deliver candidates. Sourcewell participating entities can expect regular status updates, and to be kept abreast of any trends or issues our recruiters are seeing while working on open positions. We will collaborate with hiring managers throughout the interview process to ensure it is as efficient and effective as possible, and coordinate receiving and providing feedback post-interview, streamlining the hiring process. These constant touchpoints and our involvement throughout the hiring process help ensure we keep top talent engaged and make sure the best candidate gets hired. To ensure we are the best partner possible, the Account Manager will hold weekly/monthly check-ins with hiring managers, quarterly business reviews with key client stakeholders, and regular reviews to measure our and our consultants' performance. We believe direct feedback from our clients is the best measure of performance, so aside from these regular touchpoints the Account Manager and the rest of the account team are always available to help address our clients' needs in real time. *
22	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	No licenses/certifications are required for the services provided in this RFP. Insight Global is licensed to do business in all 50 states and Canada. We also hold an ISO 9001:2015 certification. *
23	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	None *
24	Describe any relevant industry awards or recognition that your company has received in the past five years.	2025 - America's Best Midsize Employers - Forbes 2025 - America's Dream Employers - Forbes 2025 - Best of Staffing Talent Satisfaction Award - Clearly Rated 2025 - Best of Staffing Client Satisfaction Award - Clearly Rated 2025 - Best of Company for Diversity - Comparably 2025 - Best of Company for Women - Comparably

2024 - Forbes America's Best Midsize Employers
2024 – Best of Staffing Talent Satisfaction – Clearly Rated
2024 – Best of Staffing Talent Satisfaction – Clearly Rated
2024 - Forbes - America's Best Recruiting and Temporary Staffing Firms
2024 - Forbes – Best Executive Recruiting Firms
2024 – Best Sales Team – Comparably
2024 –Best Company Outlook- Comparably

2023 – Best Sales Team – Comparably
2023 – Best HR Team – Comparably
2023 – Best Company Outlook – Comparably
2023 – Best of Staffing Talent Satisfaction – Clearly Rated
2023 – Best Company Career Growth – Comparably
2023 – Best Company Leadership – Comparably
2023 – Best CEOs for Diversity – Comparably
2023 – Best CEOs for Women- Comparably
2023- SIA Staffing 100 North America
2023- SIA Largest Staffing Firms in the United States
2023- SIA Global Power 150 Women in Staffing
2023- SIA Largest IT Staffing Firms in the US
2023- Best Companies for Women 2023 – Comparably
2023- Best Company Culture 2023 – Comparably
2023- Best CEOs - Comparably

2022- #49 in Fortune Best Workplaces for Women™ 2022 (Large)
2022 - #10 Largest Staffing Firm in the U.S
2022- #3 Largest Accounting/ Finance Staffing Firm
2022 - #7 Largest Engineering Staffing Firm
2022- #2 Largest IT staffing firm in the United States by Staffing Industry Analysts (SIA)
2022- #20 in Fortune Best Workplaces in Consulting & Professional Services™ 2022 (Large)
2022- #37 in Best Workplaces for Millennials™ 2022 (Large)
2022- Best Career Growth - Comparably
2022- Best Company Happiness - Comparably
2022- Best CEOs For Women- Comparably
2022- Best Leadership Teams - Comparably
2022- Best CEOs for Diversity - Comparably
2022- SIA- The Diversity, Equity and Inclusion Influencers
2022 - Best of Staffing Talent Satisfaction - Clearly Rated
2022 - Best of Staffing Client Satisfaction - Clearly Rated
2022- Forbes America's Best Professional Recruiting Firms
2022 - Forbes America's Best Temp Staffing Firms
2022 - Forbes America's Best Executive Recruiting Firms
2022 - Forbes America's Best Mid- Size Employers 2022
2022 - SIA staffing 100 North America
2022 - Best Operations Team 2022- Comparably
2022 - Best HR Team - Comparably
2022 - Best Sales Team - Comparably
2022 - Best Places to Work in Atlanta - Comparably
2022 - Best Company Outlook - Comparably

2021 - Best of Staffing Client Diamond Award - ClearlyRated
2021 - Staffing 100 North America List - SIA
2021 - #22 in Great Places to Work's Best Workplaces in Consulting & Professional Services (Large)
2021 - Best Sales Team 2021 - Comparably
2021 - Best HR Team 2021 - Comparably
2021 - Best Places to Work in Atlanta 2021 - Comparably
2021 - Best Company Outlook 2021 - Comparably
2021 - #3 Largest IT Staffing Firm - SIA
2021 - #4 Largest Accounting/Finance Staffing Firm - SIA
2021 - #10 Largest Engineering Staffing Firm - SIA
2021- #9 Largest Direct Placement Staffing Firm - SIA
2021 - #9 Largest Staffing Firm in the U.S. - SIA
2021 - #17 Largest Global Staffing Firm - SIA

2020 - 5-time recipient for Best of Staffing - Clearly Rated
2020 - 4-time recipient for Best Workplace for Women - Fortune and Great Place to Work
2020 - 3-time recipient for Best CEO - Comparably
2020 - 3-time recipient for Best Company Culture - Comparably
2020 - 3-time recipient for Best Company for Professional Development - Comparably
2020 - 2-time recipient of Best Workplaces for Millennials - Fortune and Great Place to Work
2020 - #60 in Great Place to Work's Best Workplaces for Parents 2020

		2020 - #20 in Fortune Best Workplaces for Women 2020 (Large) 2020 - #32 in Fortune Best Workplaces for Millennials 2020 (Large) 2020 - #27 in Great Places to Work's Best Workplaces in Chicago 2020 (Large) 2020 - #19 in Great Places to Work's Best Workplaces in Consulting & Professional Services (Large) 2020 - Top 25 Happiest Company - Comparably 2020 - Best Company for Women - Comparably 2020 - Best Company Compensation - Comparably 2020 - Best Company Happiness - Comparably 2020 - Best Leadership Team - Comparably 2020 - Best CEOs for Women - Comparably	
25	What percentage of your sales are to the governmental sector in the past three years?	2024: 17.4% ($715.8M) 2023: 16.3% ($650.0M) 2022: 15.9% ($635.7M)	*
26	What percentage of your sales are to the education sector in the past three years?	2024: 2.4% ($100.5M) 2023: 2.7% ($108.5M) 2022: 2.3% ($93.7M)	*
27	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	Please see this information attached in the Document tab as Table 2A, Question #27 Supporting Documentation.	*
28	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Insight Global holds one GSA Contract, GSA Schedule GS-35F-0247Y. Revenue from this contract for the last 3 calendar years is below: 2025 (50 week): $5,928,356 2024: $7,026,117 2023: $7,421,366 2022: $9,350,904 Grand Total: $29,726,743	*

Table 2B: References/Testimonials

Line Item 29. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
State of Louisiana - Louisiana Department of Administration, Office of Technology Services	Derek Williams, Chief Information Officer (January 2024-June 2025) derek.williams2@dell.com	225-341-2225	*
City of Plano	Roger Wright, Chief Information Officer Rwright@plano.gov	817-239-0935	*
University of North Carolina Greensboro	Donna Heath, Chief Information Officer drheath@uncg.edu	336-334-5092	*

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	

30	Sales force (see instructions above).	Insight Global's staffing salesforce is comprised of direct employees, In the United States, this includes over 1,700 Recruiters and 1,700 Account Managers across 38 states. Over 90 Recruiters and 150 Account Managers make up our Canadian salesforce. About 270 Directors of Operations and Sales Managers oversee these offices and provide local account leadership. National leadership includes over 50 Regional Managers, 20 Managing Directors and 20 Vice Presidents. Within our Government Services Division, Insight Global has 15 Strategic Account Executives and 3 Managing Directors dedicated to state & local government and public education accounts across the United States and Canada. Strategic Account Executives are responsible for building relationships with senior client representatives, including procurement, HR and business team leads to provide additional support, transparency, and client service. Strategic Account Executives also coordinate with our professional services division to tailor customer solutions for large projects. Evergreen, Insight Global's professional services division, consists of 350 Data Analysts, Project Managers, Project Coordinators, Solution Architects, Service Delivery Managers, and Directors dedicated to providing enhanced services and customizing solutions for clients across the globe.	*
31	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	Insight Global will be providing all staffing services directly to Sourcewell.	*
32	Service force (see instructions above).	Insight Global defines its service force as IG consultants recruited for client positions and working on client sites. Insight Global has over 30,000 active consultants on our payroll at any given time. ATLIS, Insight Global's proprietary database, contains more than 11 million prescreened candidates. Customized to each local market and categorized by skill set, it is refreshed and maintained daily by recruiters proactively searching for and pre-qualifying talent using our 5-step screening process. Access to this deep pool of qualified resources actively looking for new opportunities allows us to provide our clients with a "just-in-time" workforce tailored to their individual requirements. Additionally, we form genuine, long-lasting relationships with our consultants, meaning our clients get access to over 300,000 vetted and talented Insight Global alumni who have worked with us in the past. This ensures that we are providing our clients with qualified, trustworthy candidates from the start.	*
33	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	After the receipt of a requisition, Insight Global will aim to provide resumes of qualified candidates within 24-72 hours. Insight Global follows a five-step screening process once we identify a candidate that is the right fit for the opening. We begin with an initial phone screen (step 1), our recruiters meet with each candidate face-to-face (or via video using systems such as WebEx, Zoom or Microsoft Teams) to qualify hard and soft skills (step 2), and then we will verify managerial references (step 3). Next, the dedicated client Account Manager will screen the candidate to ensure they exceed client expectations and is a culture fit for the organization (step 4). Finally, the last step before making a hiring decision is performing a Criminal Background Check before a candidate goes on-site (step 5).	*
34	Describe in detail the process and procedure of your customer service and issue resolution program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Insight Global operates on a "1/24" alert. We pride ourselves on responding to any inquires, issues or concerns within 1 hour, and we ensure that we have a solution for or update our client/consultant within 24 hours. Our Account Managers make themselves available to our clients 24/7 should issues arise. Leadership at the local and national level is also available for escalation purposes. In each office, a Director of Operations or Sales Manager(s) supervises operations and ensures that each client is fully satisfied with our services. The Director of Operations or Sales Manager accompanies Account Managers on meetings to better understand each customer's needs, ensures compliance with service levels and contract agreements, and assists with managing any large-scale projects or deployments. Each office holds an 8:00AM all-hands meeting every morning where we review and prioritize client requirements. Our Director of Operations and Sales Managers are held accountable by Regional Managers, Vice Presidents and Presidents who oversee their respective offices. Sourcewell participating entities will also have a Strategic Account Executive dedicated to understanding their organizational requirements across the country and serve as an escalation point as needed.	*

35	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Insight Global is capable of providing services across the United States. With over 3,000 Recruiters and Account Managers in physical office locations across 35 states, we have the expertise to provide services to Sourcewell participating entities throughout the country. Additionally, we have a full-service digital office that has dedicated Account Managers and Recruiters focused on providing services in locations where we do not have a physical office presence. For a full list of locations, please visit www.insightglobal.com/locations. This coverage grants us the opportunity to provide the services our clients need and gives Sourcewell participating entities the confidence to work with us. Sourcewell participating entities will receive account support from members of our Government Services Division. This division supports 35 states, 48 municipalities, and 150 universities. Within State and Local government, we have placed over 9000 resources in the past two years within Information Technology, Engineering, Accounting, Healthcare, and other professional services. Within Higher Education, Insight Global has placed over 2,000 resources across 50 job categories at Public and Private Institutions, Technical Institutes, Community and Junior Colleges, Research Universities, and University Health Systems.	*
36	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Insight Global is capable of providing services across all Canadian provinces through our subsidiary, Insight Global Canada, Inc. With over 200 Recruiters and Account Managers, 5 offices in Alberta, British Columbia and Ontario, and local teams in Manitoba, Nova Scotia and Saskatchewan, we have the expertise to provide services to Sourcewell participating entities throughout the country. Additionally, we have a full-service digital office that has dedicated Account Managers and Recruiters focused on providing services in locations where we do not have a physical office presence. For a full list of locations, please visit www.insightglobal.com/locations. Insight Global is heavily investing its support and presence in our Canadian markets. Over the past 2 years, the company has grown its public sector presence across 49 Canadian government entities ranging from Provincial Governments, Municipalities, Academic Institutions and Universities, School Boards and School Districts, and Hospital Systems. Given the growth of demand in this sector, Insight Global has scaled our internal Canadian Public Sector team to a Managing Director, two Strategic Account Executives, and 55 dedicated Account Managers.	*
37	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	None; Insight Global can provide services across all areas of the United States and Canada.	*
38	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	Insight Global has a nationwide presence and participates in multiple contracts and cooperative purchasing agreements at one time. Insight Global allows the purchaser to decide which contract to use and does not promote one over another. It is possible that any entity would decide to use another contract or cooperative agreement, however, Insight Global would not influence the usage of one over another. Upon award, Insight Global will present Sourcewell as an option to procure services in addition to the contracts the company currently participates in.	*
39	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Insight Global can perform our services to any participating entities in Hawaii, Alaska and U.S. Territories. In the event that a participating entity is requesting our services in Guam, we would partner with a third party to act as the EOR. Insight Global will comply with all applicable local, state or federal laws and regulations.	*
40	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	Insight Global agrees to extend the terms of any awarded master agreement to eligible nonprofit entities and may, as appropriate, enter into a mutually agreed upon addendum, rider, or supplemental agreement to address nonprofit-specific requirements, subject to applicable laws, regulations, and the terms of the solicitation.	*

Table 4: Marketing Plan (75 Points)

Line Item	Question	Response *	

41	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Selling a cooperative contract vehicle to a public agency requires a strategic approach that combines a thorough understanding of the agency's needs, effective communication, and a value proposition. Training will be provided to our Sales Teams in all 67 offices across the U.S. Each training will consist of key information regarding the contract, our selling strategy to current and future agencies, and the value adds of both Insight Global and Sourcewell As our Sales Teams identify the agency's needs and pain points, they will market the agreement and Insight Global's services that align with the agency's needs. Insight Global has a division dedicated to creating marketing content to assist the field in sharing our service offerings. We will create any content that would be beneficial to train and educate Public Agencies on the Sourcewell agreement as we see fit. By employing these strategies, our Sales Teams can effectively sell a contract vehicle to a public agency, aligning the agency's needs with the benefits, building trust, and fostering a long-term partnership. A 90-Day Plan to market the contract internally at Insight Global for adoption across our 70+ offices would include: • Day 1: Award of Contract • Day 2-10: Insight Global will notify our Executive Leadership team of the award and the Executive Team will endorse/sponsor the Master Agreement as a go-to strategy for public agencies moving forward. The Insight Global Portfolio Management team will complete an audit of current Public Agency customers to determine a priority list of customers to reach out to and notify about the new Master Agreement with Sourcewell. • Day 5-10: Insight Global will reach out to Sourcewell to set up an introduction call between the Insight Global Government Services Executive Leadership Team and Sourcewell. • Day 10-30: Insight Global and Sourcewell will host our first meeting together to meet the teams and walk through our strategy of implementation. This call will cover introductions, areas of support, and include a Sourcewell training for Insight Global leadership on the Master Agreement and Market strategy. Insight Global will present our priority list of customers that we will be marketing this new agreement to as well as current customers that we may have the opportunity to transition to the Sourcewell agreement. • Day 30-60: Insight Global's Government Services Team will roll out national trainings to all 70 Offices and Sales Teams. These trainings will include Executive Leadership and Sourcewell Representatives as available. These trainings will include an introduction to the Master Agreement, marketing strategy to sell the agreement to our Public Agency Customers and a Q&A for our sales teams to ask any questions they may have regarding cooperative agreements or the Master Agreement. • Day 60-90: Insight Global Leadership will continue to follow-up and join meetings with our Sales Teams to educate and empower the use of the Master Agreement to our Public Agency customers nationally. A 90-Day Plan to market the contract externally and publicly for existing customers and potential new public sector customers would include: - Day 1: Contract award • Day 2-10: Insight Global will reach out to Sourcewell to set up a meeting between Insight Global Executive Leadership, Insight Global Marketing and Sourcewell. This meeting will cover introductions and walk through the implementation plan laid out below. • Day 10-30: Insight Global will confirm with Sourcewell our marketing plan strategy and lay out key dates for completion. • Day 30-60: This time period will be dedciated to co-branding material. Insight Global will work with our internal marketing team and Sourcewell to create a co-branded press release and co-branded marketing materials. The Press Release will be published on Insight Global's webpage within this timeframe. Insight Global's IT and Marketing teams will also work with Sourcewell to create a dedicated landing page on our website outlining the Sourcewell partnership. • Day 60-90: During the final month of the 90-day marketing plan, Insight Global will commit to completing all marketing materials. Insight Global will finalize all marketing materials for distribution to our current and potential Public Agency customers and go-live on all website marketing techniques. Insight Global will commit to participate alongside Sourcewell at National, Regional, and supplier-specific tradeshows whenever applicable. We will also commit to ongoing marketing strategy and promotion of the Master Agreement throughout its term.	*

42	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	At Insight Global, we leverage marketing automation, CRM platforms, machine learning, A/B testing, and other tools both to track marketing performance and to provide data-backed insights that drive our targeted marketing efforts. This includes email campaigns, paid ads, social media content, website optimization, and more. Additionally, our Account Managers and Recruiters post openings to dozens of leading job sites such as GitHub, Stack Overflow, Dice, LinkedIn, and appropriate local or state job sites.	*
43	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	Insight Global expects Sourcewell to promote this contract to applicable clients by publishing award details on its website and social medical platforms in addition to acting as a facilitator between interested parties and approved vendors to expand its footprint. In correlation to that, Insight Global Strategic Account Executives will train and manage applicable leaders and our salesforce to actively present and sell this contract to any/all applicable customers in the State & Local Government/EDU sector and we will continue to keep Sourcewell apprised of any new clients that are interested in participating.	*
44	Are your Solutions available through an e-Procurement or e-Commerce ordering process? If so, describe your system(s) and provide one (1) example of how governmental and educational customers have used them.	Insight Global does not operate through an e-procurement ordering process or system. Our typical method of engaging with customers is through direct communication and partnership unless they have a specific e-procurement system or Managed Service Provider that we are required to work through. Our communication standards and process are below. The most common difficulties stem from poor communication between supplier (Insight Global) and the management teams of each resource skillset and coordination of responsibilities, duties, expectations, etc. Insight Global will insure open communication with setting realistic expectations up front. In order to measure the quality of services provided, we hold monthly or quarterly meetings with customers to discuss our performance, identify gaps, and figure out ways to improve or better serve our client. We believe direct feedback from our clients is the best measure of performance. As a part of this process, we utilize an internal CRM tool that we use to measure the quality of services we provide to our customers. This tool tracks: submittal ratios, fill ratios, loss ratios, washed ratios, and retention ratios. The tool also sends out automated reminders for customer service initiatives and expected requirements based on history and timing with specific clients. Insight Global's dedicated Account team will be available 24/7 for client support. Insight Global prides itself in being proactive with regards to service issues. With the implementation of a 1-hour response/24 hour resolution policy, our company practices immediate customer service and resolution. Insight Global will go to all necessary lengths to address any problem immediately and take all actions to resolve the situation. We will also implement processes to ensure that the service issue does not occur again. Account leadership documents all services issues and addresses them in each office's 8:00 AM daily, hands-on meeting. Insight Global will calculate our success on the following criteria: 1. Responsiveness: our metrics will follow every requisition that is released to Insight Global and ensure we are responding with a qualified candidate within 48-72 hours 2. Fill Ratio: we will look to the number of total requisitions released to Insight Global and the total number of successful placements made 3. Client Satisfaction: this is a top priority. We will be providing each customer with a premium service and we want to ensure that the client is happy with that service. If something arises that needs our attention, we will quickly address the issue to ensure client satisfaction remains high. 4. Employee Satisfaction: this is equally important. A happy employee is going to provide a better experience to the customer. We will do as much as we can to ensure our contractors have what they need to be successful. Insight Global will continuously monitor our success throughout the duration of our relationship with each customer. Our dedicated team of stakeholders will ensure that we continue to provide our customers with a premium service, and we look forward to working together as a business partner to this program	*

Table 5A: Value-Added Attributes (75 Points, applies to Table 5A and 5B)

Line Item	Question	Response *	

45	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	As a provider of professional staff augmentation services, Insight Global does not offer products, equipment, maintenance, or operator training programs in the traditional sense associated with equipment-based procurements. However, Insight Global provides a comprehensive set of value-added onboarding, knowledge transfer, workforce support, and consultant care services designed to support Sourcewell participating entities and ensure successful engagements. Onboarding and Assignment Support: All consultants participate in a structured onboarding process, which is provided as a standard part of the engagement at no additional cost. Onboarding includes electronic employment documentation, time-entry and payroll orientation, first-day readiness, and initial check-ins to confirm expectations, role clarity, and alignment with the participating entity's environment. At the beginning of each assignment, dedicated recruiters and account representatives remain accessible via phone, text, or email. Should any issue arise, Insight Global commits to timely communication, including rapid acknowledgment and resolution support. Ongoing Consultant Engagement and Wellness: Throughout the assignment, Insight Global conducts regular consultant touchpoints, including early-assignment reviews, month-one alignment checks, and recurring wellness check-ins. These engagements focus on role clarity, cultural alignment, performance feedback, and professional development goals. This proactive approach supports consultant effectiveness, continuity of service, and overall satisfaction for both the consultant and the participating entity. Knowledge Transfer and Transition Support: As assignments near completion, Insight Global supports transition planning and knowledge transfer as requested by the participating entity, along with extension processing and redeployment coordination to minimize disruption and maintain continuity. Consultant Benefits and Support Resources: Consultants are eligible for competitive benefits beginning on their first day of employment, including medical, dental, vision, retirement savings options, and employee assistance resources. Additional support is available through the Insight Global Family Foundation, an independently operated 501(c)(3) organization that provides financial hardship assistance to eligible employees and consultants experiencing unforeseen circumstances. Training and Costs: These onboarding, engagement, and support services are standard components of Insight Global's staff augmentation model and do not typically involve separate fees. Any additional training, specialized support, or client-specific requirements may be addressed upon request and, if applicable, documented through a mutually agreed upon statement of work, addendum, or supplemental agreement.	*
46	Describe any technological advances that your proposed Solutions offer.	As with most organizations, Insight Global is continuously evaluating potential uses of generative artificial intelligence ("AI") within its internal operations and service delivery. As an emerging technology, AI can transform work processes and significantly increase productivity at Insight Global. One tool within Insight Global's arsenal is the HOPE product, which we believe will enhance our talent-sourcing capabilities for our customers. HOPE evaluates candidates in our internal database and ranks them based on their suitability for specific customer roles. It was trained using two decades of service data, enabling our recruiters to pinpoint the ideal candidates precisely when our customers require them. Insight Global is committed to providing a safe and secure environment for all its employees, partners and customers to responsibly use tools incorporating generative AI. Accordingly, Insight Global has developed a list of Insight Global AI Principles that reflect our values and when considering uses of AI, Insight Global weighs whether the proposed use is reflective of those values. Imbedded therein is the principle of fairness, which among other things is intended to address the risk of introducing bias via the output of AI tools. Insight Global audits its AI tools to determine any potential disparate impact on protected classes and does not deploy products that violate its AI Principles or AI laws and regulations.	*

47	Describe any “green” initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	Insight Global recognizes a shared responsibility to protect our planet and we are committed to conducting business in an environmentally responsible manner. Our shared value, "We Take Care of Each Other," extends to the communities in which we operate and our global community at large. Insight Global is committed to improving our environmental impacts. We are constantly looking at ways we can be better environmental stewards and seek to embed ethical and sustainable practices in every area of our business. In 2019, Insight Global formed a Sustainability Council, as well as a Sustainability Team with Ambassadors from each of our 70 offices and across our corporate operational teams. This council has rolled out several initiatives, and has more planned for the future, to help IG reduce any impact on the environment as much as possible. We have since completed our first GHG Emissions Calculation and ESG reporting. With this measurement, we are able to look into more ways to improve our environmental impacts. A few of these efforts include: Carbon Neutrality: Insight Global is committed to tracking and disclosing Scope 1, 2, and 3 GHG emissions, and we will be implementing an Environmental Management System to track our emissions accurately and robustly. As a service-based business, our environmental footprint is relatively low. Currently, 75% of our offices are either LEED Certified, Energy Star Certified, or otherwise sustainably operated. Our facilities team is committed to sustainability as a top factor when relocating or choosing a new office location to get us to 100% in the future. Digital Transformation: Insight Global is committed to a Digital Transformation away from all physical assets that will enable us to be a fully paperless operation by 2025. We have created electronic forms for our core operations and implemented the automation of employee paperwork to a new online, paperless process. Engagement: Insight Global published our first annual ESG report in 2022 to provide visibility into our best practices around environmental, social, governance. We are committed to integrating environmental into our Supplier Code of Conduct Policy and to increase engagement with our value-chain around environmental issues. Insight Global is committed to a safe and healthy working environment and has equipped all our offices with centralized recycling stations, which has not only made it more convenient for each of our 70 offices nationwide to recycle, but also more aware of environmental impacts. Insight Global’s Sustainability Council is also committed to promoting environmental awareness. We have implemented a Sustainability Calendar to raise awareness quarterly and organize service opportunities for our employees. The same passion that we have for providing our world class customer services goes into how we think about environmental responsibility. While we are proud of the progress we have made, we know we can still do better, and we strive to improve every day.	*
48	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	We began rudimentary tracking and reporting on our emissions in 2019. In 2023, we prioritized understanding the climate impacts of all areas of our business. To that end, we conducted an exhaustive inventory of all areas of our operations and were able to utilize this to fully account for our 2022 carbon emissions, recalculate a complete 2019 baseline, and disclose both publicly in 2023. We’ve already completed 2 of our 3 2025 goals including implementing a Carbon Accounting Platform and tracking and disclosing Scope 1, 2, and 3 emissions to the Carbon Disclosure Project (CDP). We’re working hard on our goal to become 100% Carbon Neutral in our Scope 1 and 2 emissions and we’re taking the necessary steps to reduce as well as offset or remove our emissions from energy consumption.	*
49	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	Insight Global Size & Scale Insight Global is an international staffing and services company headquartered in Atlanta, GA and extending globally with 70+ regional offices in the United States, Canada and the United Kingdom. Onshore, nearshore, or offshore, we can place consultants all around the world with our expertise in visa management and international recruiting. We support international locations through our network of trusted staffing partners and can provide managed services offerings internationally across Europe, the Middle East, Africa, Latin America, and Asia Pacific. Insight Global entities are established in the United Kingdom, Ireland, Czech Republic, Romania, Colombia, Mexico, the Philippines and India. Insight Global now has more than 2,000 active consultants in 43 countries around the world, extending our services beyond North America. To meet increasing demand, we are meeting customers where they are to further drive their business initiatives. We make hiring internationally easy and pride ourselves in streamlined and nimble processes that accommodate your unique global talent needs. With active consultants working for customers in 28 countries and counting and the ability to recruit in over 150 countries worldwide, we’ll find you the right talent, fast. Service Differentiators - Technology Enablement: Insight Global uses technology at every layer of the recruiting process. Once a recruiter has identified a candidate from public job boards or from our network of candidates, they are trained to spend time going through progressions in our systems to ensure we don't miss jobs they are a strong fit for. The first step is to leverage our ReqCatalog, an ElasticSearch based search engine that contains all active openings from Insight Global customers. This includes VMS automation by VMS Sync (a Bullhorn Tool) with	

power-search and saved search capabilities. This ensures your openings are not missed when a recruiter from across the country speaks to the candidate perfect for your job, even if they are not local to the Tesla support team. These tools also have saved search capabilities, so our recruiters and active candidates are notified when new job openings come available for top candidates they've spoken with, fresh in their pipeline. For our qualified openings, Insight Global invests in public advertisement and marketing automation of those roles which allows our customers' jobs to have the best exposure and visibility to the candidate population at large.

- Talent Pipeline Scale: Our divisional breakdown, including Technology, Finance, Engineering, Business, Healthcare, and Government Services, allows our teams to become SMEs in their markets and disciplines. Within these divisions, we have task forces that allow us to identify niche talent and hiring opportunities across the country and partner those teams with recruiters that have backgrounds in those orgs. For example, NextGen, an Insight Global program designed to impact IT, Engineering, & Government Services Account Managers and Recruiters and their ability to fill roles in specialized technology verticals, aims to increase opportunity for consultant sourcing through optimized recruiting efforts and a candidate-first mindset. This results in an increased fill ratio and improved consultant engagement experience. NextGen educates IT, Engineering, and Government Services Account Managers and Recruiters on technology, markets, recruiting landscape and best practices in recruiting IT skillsets. This group consists of 70 of our best Professional Recruiters in the company, who are exposed to continuous education and training in a variety of areas. We also have dedicated technology Training and Recruiting teams partnering with our National Accounts Program. This ensures we have a team of National Recruiters that are aligned with accounts and skill sets prevalent in the IT industry.

Consultant Engagement Process

Our leaders in Consultant Engagement are charged with creating the best consultant experience, creating a loyal consultant base that results in successful assignments for our customers, and managing to key KPIs such as NPS, new hire back-out, and negative attrition of our consultants while on assignment. One of the key areas that we have invested in is automated communication platforms and custom NLP driven sentiment analysis tools. These tools allow us to understand if and when our consultants may be at risk of leaving and remediate issues if so. It educates our consultants on the resources available to them, lets them know of upcoming jobs when their assignment is ending, and manages our onboarding process. The combination of technology enablement and leadership focus on the consultant has allowed Insight Global to achieve our highest marks ever in Consultant NPS rating of 73.9% for 2024. We have consistently maintained a score above 70% for the past several years, which is the industry standard to be considered "Best of Staffing". For reference, the industry average of all suppliers surveyed last year was 36.0%.

- Consultant Compensation & Benefits: Insight Global offers our consultants competitive medical, dental and vision benefits starting on Day 31. Outside of our standard benefit offerings, we believe our consultant care is a differentiator of ours. We have a variety of different enhanced benefits outlined below, that truly make Insight Global a special place to work for:

- IG Family Foundation: Assists our consultants in times of unexpected, acute financial hardships. Each case is chosen through an application process and can receive up to $10K in financial assistance with no expectation of repayment. Since launching in 2020, the IGFF has provided over 500 grants to our employees and their families, just when they needed support the most.

- Light the Night College Scholarship Program: Support for the children of IG consultants when the household income is $100,000 or less.

- Employee Assistance Program: Health Advocate offers 24/7 free resources for our consultants and their families' financial and mental wellness needs

Shared Values

We believe in the power of culture, and we know firsthand that culture is the causation for success. In 2017, we defined a common purpose, established shared values and set a vision for the future:

- Everybody Matters: At Insight Global, everyone is seen, heard, and actively developed. The company fosters a diversity of thought, recognizing that everyone contributes to collective success.

- We Take Care of Each Other: This value extends beyond professional growth. Insight Global believes in caring for the whole person, both personally and professionally. It's about creating a supportive environment where employees thrive.

- Leadership is Here to Serve: Insight Global's leaders lead by example, standing alongside their teams. They prioritize service and collaboration, ensuring a cohesive and motivated workforce.

		- High Character and Hard Work Above All Else: The company emphasizes daily discipline and process-focused work. Employees are encouraged to embrace discomfort, knowing that growth lies outside their comfort zones. - Always Know Where You Stand: Insight Global encourages self-awareness and courage. Employees are empowered to seek feedback, fostering a culture of continuous improvement. These values direct all decisions within the company. It's this common focus that has produced initiatives that we are most proud of and what makes Insight Global who we are. Social Impact We believe it is our responsibility to have a positive impact on the world and deliver on that responsibility by developing our people to be the best versions of themselves, so they can care for our customers and consultants. This purpose drives everything we do including our outreach programs like the Insight Global Family Foundation, our OneWorld Health Partnership, and our Be the Light Mobile Career Center. Our shared value "We take care of each other" is reflected in the Insight Global Family Foundation which was established to help our employees during personal financial hardships due to unplanned events. Since 2020, we've granted over $2M. Partnering with OneWorld Health allows us to build self-sustaining hospital clinics in third-word countries. So far, we've built six clinics, and served over 74,000 people, and we're just getting started. We take our shared values on the road with our Be the Light Mobile Career Center by offering free access to one-on-one career counseling, interview prep, free headshots, and resume help. Our goal is to empower and equip jobseekers to harness the power of their potential and connect them directly to our customers. We also know we have a responsibility to use our success for good, and that's why we never stop evolving to do better and be better by taking our 2025 ESG goals to heart. We're implementing an Environmental Management System, expanding Wellness Programs and Mental Health Training, and working our way to becoming carbon neutral in our scope 1 and 2 emissions. At Insight Global, our values are more than just corporate branding, we're proud to live them out in everything we do.	

Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment	
50	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or re-sellers if available. Select all that apply.		○ Yes ◉ No	Neither Insight Global nor any of its affiliates are certified WMBE, SBE, or Veteran Owned businesses. However, Insight Global has a consolidated list of roughly 50 Tier 1 subcontractors that have been fully vetted through a formal RFP process. Certificates are held on file and the supplier's status is documented in our system, allowing us and customer to track diversity spend. Insight Global will give small, HUBZone, small disadvantaged, women-owned, and other diverse business concerns every opportunity to compete for future subcontracting engagements. To better capture the effectiveness of our Supplier Diversity spend initiatives, Insight Global is in the process of establishing a formal Supplier Diversity Program that would further record and monitor our diversity spend to meet specific goals.	*
51		Minority Business Enterprise (MBE)	○ Yes ◉ No	N/A	*
52		Women Business Enterprise (WBE)	○ Yes ◉ No	N/A	*
53		Disabled-Owned Business Enterprise (DOBE)	○ Yes ◉ No	N/A	*
54		Veteran-Owned Business Enterprise (VBE)	○ Yes ◉ No	N/A	*
55		Service-Disabled Veteran-Owned Business (SDVOB)	○ Yes ◉ No	N/A	*
56		Small Business Enterprise (SBE)	○ Yes ◉ No	N/A	*
57		Small Disadvantaged Business (SDB)	○ Yes ◉ No	N/A	*
58		Women-Owned Small Business (WOSB)	○ Yes ◉ No	N/A	*

Table 6A: Pricing (400 Points, applies to Table 6A and 6B)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *	
59	Describe your payment terms and accepted payment methods.	Insight Global would like to propose Net 30 payment terms. We accept payment via ACH or check. We do not accept p-cards as methods of payment.	*
60	Describe any leasing or financing options available for use by educational or governmental entities.	Not applicable to the services included in this proposal.	*
61	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	Please find below attachments in Document Upload Section: Employment Agreement (EA) - This is an agreement between Insight Global and the Consultant only and as such, we will not be able to honor any changes Sourcewell requests outside of adding specific holidays or PTO/bonus language. Blank Invoice Sourcewell Contract – to be utilized upon contract negotiation and execution Sample SOW	*

62	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	No, we cannot accept p-cards or credit cards at this time.	*
63	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Insight Global proposed a bill rate fee structure with an average discount across each job title proposed. Please reference attached rate card that provides average discount. The average discount is based off average rates Insight Global has provided to clients of all industries. Please note that the average rates are representative of Insight Global's total clientele.	*
64	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Insight Global is proposing a 7.5% discount on average for all bill rates provided to Sourcewell.	*
65	Describe any quantity or volume discounts or rebate programs that you offer.	Insight Global is happy to enter into discussions surrounding cost savings with SourceWell following the award of the cooperative contract. It is important for us to understand the total volume of spend that will be managed in our program to best provide Sourcewell and it's member organizations with cost savings initiatives. With our top customers across the United States, Insight Global has provided cost savings in various forms from rebates and volume discounts to incentives for long term engagements. We look forward to working with you to come to a mutual agreement as to what form of cost savings provides the best value and partnership. Insight Global is constantly working to provide our clientele with real-time savings. Our Account Managers will work directly with SourceWell and any applicable users and/or procurement to have these conversations whenever a potential savings opportunity arises due to reduction in market rates. An example of a current volume rebate Insight Global provides to one of our top customers is below. The offer we would provide through this cooperative would be dependent upon the conclusion of our conversations. Total Quarterly Invoice Spend // Quarterly Credit Percent Applied to Quarterly Spend $0 thru $10.0M // 0.025 $10M+ thru $12.5M // 0.03 $12.5M+ thru $15M // 0.04 $15M+// 0.05	*
66	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "non-contracted items". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request. Define the costs/fees associated with "sourcing/quoting" products and related services.	Insight Global will provide all services within our proposal and subsequent service agreement as outlined within the executed agreement. If a Sourcewell entity's request requires a custom solution or skillsets outside the scope of this RFP or what is included in our service agreement, we will source those services directly depending on the scope. Insight Global will negotiate those requests on a case-by-case basis, with the discounted pricing list offered for services in scope of this RFP as a baseline to develop a mutually beneficial service offering and associated pricing.	*
67	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like background checks, pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Contractor expenses are charged as they occur in accordance with Insight Global's governing agreement with the client. When an expense occurs, the expense is submitted through our internal system eRecruit, or via the client's system, to include all applicable receipts and details about the expense. Once the expense is approved by the applicable client manager, Insight Global will reimburse the expense to the individual who incurred it through our payroll. If there were missing receipts or details, or any discrepancies, the expense would be rejected and sent back to the beginning of the process for adjustments and new approvals before being paid out. Once an expense is approved and reimbursed to the individual, Insight Global would then bill the expense to the client on the next invoice in accordance with the terms of the governing agreement.	*
68	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Not applicable to our services; Insight Global does not manufacture or ship products.	*
69	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Not applicable to our services; Insight Global does not manufacture or ship products.	*

70	Describe any unique distribution, delivery, and/or deployment methods or options offered in your proposal.	Not applicable to our services; Insight Global does not manufacture or ship products.	*
71	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	Ensuring our customers' satisfaction is always a top priority for Insight Global, and having transparency on where we stand in the performance of our services against our executed contract requirements is critical. With that principal in mind, Insight Global has multiple lines of defense to ensure compliance with all requirements and service commitments outlined in our contract in addition to our corporate functions including, but not limited to, Operations Risk Management, Compliance, and Internal Audit. Via self-audit, we monitor our performance against contract requirements to identify areas of improvement or highlight to our account team where things are going well. After contract execution our operations risk team will conduct a thorough assessment, preparing a contract adherence guide which will serve to give our account team a better understanding of all requirements, objectives, and expectations included in our Sourcewell contract. Throughout the engagement, regular self-audits will be performed in addition to any ad hoc audits requested by Sourcewell. This ongoing oversight not only gives us an opportunity to verify adherence to all terms, but also provides us with insights that help us track trends that could enable our account team to be a better partner to Sourcewell. Based on trends and insights found in our audits, Insight Global will be able to expedite resolution of any issues, mitigate risk of non-compliance, and make recommendations for process improvements that will benefit Sourcewell participating entities. With ongoing monitoring of contract compliance, we will ensure particular focus is put on adherence to all pricing, reporting and remittance requirements with Sourcewell. Designated resources on our account management team will partner with our corporate teams to cross-check requirements from beginning to end, including but not limited to: - Rate card adherence: recruiters will consult the pricing in our contract to ensure all candidates are submitted at the correct rate - Quarterly reporting: account management team will partner with our billing team to ensure sales under the contract are accurate and provided to Sourcewell in a timely manner - Administrative fee: fee requirements will be communicated to account management team, and they will partner with our pricing and invoicing team to ensure proper calculation and payment of fees Insight Global is committed to ensuring contract compliance, while exceeding the service expectations of all entities that engage us through the Sourcewell cooperative agreement.	*

72	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	There are many key performance indicators (KPIs) that Insight Global chooses to establish internally. Here are some examples of KPIs that Insight Global actively tracks: • Number of placements: This KPI measures the number of successful placements Insight Global makes over a given period of time. • Time to fill: This KPI measures the amount of time it takes Insight Global to fill an open position. A shorter time to fill indicates that Insight Global is able to identify and place candidates quickly and efficiently. • Candidate satisfaction: This KPI measures how satisfied candidates are with the services provided by Insight Global. This is assessed through surveys or other forms of feedback. • Client satisfaction: This KPI measures how satisfied clients are with Insight Global's services. This is also assessed through surveys or other forms of feedback. • Retention rate: This KPI measures the percentage of placed candidates who remain with their new employer for a certain period of time. A high retention rate indicates that Insight Global is successful at matching candidates with the right job opportunities. • Revenue: This KPI measures the total amount of money Insight Global generates through its services. To determine these KPIs, Insight Global gathers data from various sources, such as its internal systems and records, client and candidate surveys, and industry benchmarks. Insight Global then analyzes this data to identify trends and patterns and uses these insights to set targets and goals for improving its performance. Insight Global will calculate our success on the following criteria: 1. Responsiveness: our metrics will follow every requisition that is released to Insight Global and ensure we are responding with a qualified candidate within 48-72 hours. 2. Fill Ratio: we will look to the number of total requisitions released to Insight Global and the total number of successful placements made. 3. Client Satisfaction: this is a top priority. We are providing UBC with a premium service and we want to ensure that the client is happy with that service. If something arises that needs our attention, we will quickly address the issue to ensure client satisfaction remains high. 4. Employee Satisfaction: this is equally important. A happy employee is going to provide a better experience to our clients. We will do as much as we can to ensure our contractors have what they need to be successful. Insight Global will continuously monitor our success throughout the duration of our relationship with each candidate. Our dedicated team of stakeholders will ensure that we continue to provide a premium service, and we look forward to working together as a business partner to this program.	*
73	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	Insight Global proposes a 1% administrative fee for this contract. This proposed fee is consistent with Insight Global's existing cooperative and public-sector agreements, including current Sourcewell and comparable cooperative contracts, and reflects a standard, sustainable administrative structure that supports program facilitation, contract management, and promotion without adding cost as a line-item to participating members. Given Insight Global's national and international presence, ability to support a wide range of industry domains—including technology, engineering, healthcare, and corporate functions—and experience operating under multiple cooperative agreements across the United States and Canada, this fee positions Sourcewell as a competitive and attractive cooperative option within Insight Global's broader portfolio while supporting mutual program growth.	*

Table 6B: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments	
74	The pricing offered is consistent with standard market pricing typically offered to individual municipalities, universities, or school districts.	Please see our rate card attached in the Documents section as well as our proposed discounts in Table 6A.	*

Table 7A: Depth and Breadth of Offered Solutions (250 Points, applies to Table 7A - 7C)

Line Item	Question	Response *	
75	Provide a detailed description of all the Solutions offered in the proposal.	Insight Global, an international leader in staffing and talent services, is dedicated to giving people hope through the dignity of employment. We relentlessly pursue opportunities for others as we connect top-tier talent from diverse backgrounds with Fortune 1000 clients across the United States, Canada, and the United Kingdom. Insight Global's service offerings cover 3 main categories: temporary staffing/staff augmentation services, professional services, and consulting services. Within our staffing services arm of business, we provide short-term and long-term contract, contract-to-hire, and direct placement staffing services. Our staffing team handles it all—remote and work-from-home positions, hybrid settings, and those needed on-site. Our divisional breakdown including Technology, Finance, Engineering, Business, Healthcare, and Government Services also allows our teams to become SMEs (Subject Matter Experts) in their markets and disciplines. In addition to staff augmentation, Insight Global's Executive Search division is a premier provider of retained search services with a proven track record of shaping our clients' executive leadership teams. This division continuously seeks to understand each client's goals, and the personality characteristics and skillsets their executives need to possess to be successful. Our network of executive level relationships allows us to understand and adapt to the ever-evolving needs of our clients. Insight Global excels at fostering long-term, collaborative partnerships across all industries, allowing us to deliver customized solutions catering to the unique needs of our clients. In our professional services arm, we have full capabilities to build and manage teams providing end-to-end business management services. We can help design processes, create customized solutions, build teams from scratch, and manage them daily through Evergreen, Insight Global's professional services division. Evergreen is made up of Project Managers, Engineers and Analysts devoted to creating turn-key solutions for customers within the Government, Defense, Utility, Engineering, Automotive and Commercial space. This team manages people, processes, and performance, delivering streamlined solutions for our clients' evolving needs. Evergreen provides expert teams and expert solutions that consistently deliver on a diverse range of needs, including Talent Optimization and Management, End User Services through Operational Support Services, or Applied Engineering Solutions. Our professional services division also manages RPO engagements. Insight Global identifies Recruitment Process Outsourcing (RPO) as when a company transfers all parts of its permanent recruitment to an external provider – which means Insight Global can act as an extension of a company's HR and Talent Acquisition function. Given the intense competition our clients feel in bringing new talent into their organizations, it is now more important than ever to have a partner who can help establish a talented, reliable, and efficient workforce. Insight Global understands the unique challenges our clients face related to recruiting FTE talent, especially while our clients must remain focused on supporting core business functions. To best support our clients and their talent needs, IG created our RPO Solutions to help our clients achieve a scaled FTE workforce. IG has the recruiting experience and operational maturity necessary to source candidates who have the right technical skillset to support any business or technical function. With IG's RPO Solutions, our clients	*

		can efficiently scale their workforce and meet their FTE hiring goals. In all RPO Programs, Insight Global will: - Create an exclusive Talent Solution Partnership to support our clients' large-scale direct hiring needs. - Align an RPO Recruiting team who will operate as an extension of our clients' TA / HR team to fill all in-scope requirements. - Reduce operational burden on client's TA / HR / Hiring Managers. - Enable scalability to meet fluctuations in demand. - Assume responsibility for enhancing the candidate's experience and our clients' overall brand recognition. - Create streamlined and efficient recruitment, interviewing and onboarding processes. - Provide reporting and analytics based on clients' unique needs. Within our consulting arm, we offer personalized workshops and consulting based on business needs. Compass is Insight Global's culture consulting service. As culture experts, Compass helps you connect to each other, to your purpose, and to the results that matter most. We conduct workshops for leaders, fostering connection within your company to create a vision and an action plan to realize that vision from the top down. From there, you are prepared to go all in to implement a full-scale culture change within your organization. Insight Global provides a framework for fostering those values and creating a culture that you can be proud of. We're performance minded and believe that Compass isn't about culture for culture's sake. Meaningful change starts when new ways of working lead to better business results, and through this process, your organization will adopt trusted solutions to continuously create better business results. Core practice offerings include Leadership Training, Culture Workshops and Transformation, Manager Training, and Culture Activation to clarify expectations, purpose, and values for the future. Everything we do at Compass starts and ends with connection. When we are connected to each other and our purpose, anything is possible. Our focus on building strong client relationships and maintaining a rapid response time generates unmatched client satisfaction and delivery no matter the services our clients utilize. With our support, Sourcewell participating entities will be able to focus on growing and maintaining their core businesses while we work to exceed the expectations of all stakeholders.
76	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Subcategory titles that best describe our services include: • Administrative staffing • Healthcare staffing • Finance and Accounting staffing • Creative and Marketing Staffing • Engineering Staffing • Legal Staffing • Industrial Staffing • Hospitality Staffing • Retail Staffing • Customer Service Staffing • Sales Staffing • Human Resources Staffing • Education Staffing • Construction Staffing • Logisitics and Transportation Staffing • Event Staffing • Nonprofit Staffing • Government Staffing • Remote and Virtual Staffing • Temporary Staffing • Permanent Placement Staffing • Executive Search and Recruitment • Seasonal Staffing • Consulting and Advisory Staffing • Diversity and Inclusion Staffing • Training and Development Staffing • Cultural Staffing • Cultural Consulting Services • Diversity, Equity, Inclusion and Belonging Services • Professional Services
77	Describe how candidates are: 1) qualified for the role;	With 1,700 skill-set specific recruiters, we have the resources and expertise to deliver quality talent on even the most challenging

	2) authorized to work; 3) available and placed on time; and, 4) a suitable fit for the organization they are placed in. Clarify how responsibility for verifying work authorization is defined and managed.	positions. First, we always conduct an intake meeting to ensure we have a thorough understanding of our customers' needs, expectations, and timelines. We also establish clear communication channels to provide regular status updates and feedback, as well as resolve any issues or challenges that may arise. We follow a rigorous and transparent recruitment process that ensures we hire the best talent for each position. Our recruiting model can be broken down into four arenas: Search, Source, Screen, Sell. Effectively this is where we find our candidates, how we attract them to our customers' job openings, how we screen them to ensure they are a quality match for the jobs at hand, and then how we own the offer, acceptance and onboarding process. Search: Insight Global leverages public job boards and candidate networks as well as our internal, proprietary Applicant Tracking System (ATS). Our 1,700 Recruiters have access to tools such as LinkedIn Recruiter, Dice, Indeed, ZipRecruiter, Monster, CareerBuilder, Nexxt, eFinancial Careers, Clearance Jobs, etc. We invest over $6M annually in access to these candidate networks and recruiter licenses giving us access to over 150M candidates in North America. Our ATS houses 11M of these candidates, which allows our recruiters to search for candidates based on skills, previous work experience, and previous work history with Insight Global. We have interviewed 75% of the 11M over the last 23 years and submitted almost 1M to customers. This database also contains over 300,000 Consultant Alumni (those who have worked for us in the past). Our recruiters' workflow is as follows: - Consultants Rolling Off Contract (~4,000 every month) - Candidates in our Active Pipeline and that we have Submitted to Customers (30,000 every month) - Candidates in our internal network - Candidates on public job boards Source: Our Recruiters use a number of tactics to attract top talent into our pipeline. We break them down into two strategies: Inbound Recruiting and Outbound Recruiting. Inbound Recruiting is the practice of bringing candidates to us via advertising and job postings. We leverage the following platforms to advertise our jobs: LinkedIn, ZipRecruiter, Dice, Clearance Jobs, Indeed, Monster, and our www.jobs.insightglobal.com website. Through these channels, we receive over 10,000 applicants to our jobs weekly. We leverage tools embedded within these platforms to include screening questions to ensure recruiters are seeing candidates eligible for simple job requirements (location, rate, availability, etc.). Our Recruiters practice Outbound Recruiting when searching through public databases, calling, emailing, and texting top candidates. Screen: Insight Global has a five-step screening process once we identify a candidate is the right fit for the opening on paper and the candidate wants to apply. After an initial phone screen (step 1), our recruiters meet with each candidate face-to-face (or via video using systems such as WebEx, Zoom or Microsoft Teams) to qualify hard and soft skills (step 2), and verify managerial references (step 3). The dedicated customer Account Manager will screen the candidate to ensure they exceed customer expectations and is a culture fit for the organization (step 4). The final step before making a hiring decision is performing a Criminal Background Check (step 5). For highly technical openings, we will conduct the final screen with our SMEs in the appropriate industry. We have developed teams of SME Recruiters in a number of disciplines based on customer needs. Sell: Once we identify great candidates, the selling aspect of our recruiting model consists of matching quality candidates to our 15,000+ job openings and ensuring our customers' openings are communicated clearly to the candidates. First, our Recruiters leverage matching tools that we have created such as our ReqCatalog to quickly and efficiently search through all openings for qualified candidates. When we work with customers on their job openings, those positions are in front of every recruiter and every candidate we work with. When working with customers, we aim to present 2-4 quality candidates through these measures, and when working with each quality candidate we look to submit them to 2-4 jobs openings based on their preferences. The second part of the selling aspect of our service is to help our customers and candidates make informed hiring and onboarding decisions, ensuring it is a seamless and easy	*	

		process once the match is made. To ensure accuracy of candidates' qualifications and resume information, Insight Global verifies employment of last three employers or seven years of employment prior to submittal. In the rare event that the verification process with a previous employer is unsuccessful, the candidate will be required to provide W2s and Paystubs. We verify the highest level of education prior to a candidate starting their contract. We retain verification documentation and original resumes for seven years. We have an attestation process in which the candidate must attest that the information being provided is actual and factual. During the IG interview/screening process, all candidates are required to attest to the accuracy of their resume's representation of the following categories: 1) Education 2) Employment History 3) Skill Set. All candidates are informed that their offer and employment at Insight Global is contingent upon verification of the information provided and represented on their resume. To identify and assess skills and competencies of candidates that are relevant for the role, Insight Global conducts a Five Step Screening Process: Technical Phone Screen In Person Interview Managerial Reference Checks Account Manager Client Screen Background Check As needed, we also administer Third Party Technical Tests when applicable for niche roles. Pass/Fail scores of these tests vary based on level of experience required for each specific requisition. We pride ourselves on our ability and willingness to customize solutions for our top clients. We will consistently work to mold our business model to best reflect and protect what is important at Sourcewell. We welcome your feedback and are happy to provide the same to create the best partnership possible between Insight Global and Sourcewell.	
78	Describe your process for ensuring candidates have the necessary proprietary or organization-specific equipment to perform their role. Include details on how equipment is prepared (e.g., configured, secured, and imaged), delivered, and supported, particularly when the candidate is working remotely.	Equipment distribution is dependent on the executed contract with each client. If the client is responsible for providing the necessary equipment, we assume all distribution and compliance will also be their responsibility. If Insight Global is responsible for the contractor's equipment, this will be communicated during the onboarding process. Prior to each candidate's first day on the job, they will be briefed again on our benefits coverage, 401(k) options, the process for timesheet submittal, contract details and client-specific directions, including customer specific paperwork, equipment, badge access, network access, parking/transportation and other first day tips and walk in instructions/directions, including equipment distribution. If the contractor is working remotely, we will ship all equipment to the contractor's designated work location, and we also provide them with shipping labels to return the equipment once their assignment has been completed.	*

Table 7B: Depth and Breadth of Offered Solutions - IT Managed Workforce Solutions

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

☑ We will not be submitting for Table 7B: Depth and Breadth of Offered Solutions - IT Managed Workforce Solutions

Line Item	Category or Type	Comments
79	Describe the range of IT managed workforce programs your organization has overseen in the government (GOV) sector within the last three (3) years. Provide one (1) example for each of the following: - small - average - large Include the following for each example in the comments field: 1) annual revenue; 2) duration; and, 3) a brief scope of services summary including IT roles managed.	
80	Describe the range of IT managed workforce programs your organization has overseen in the education (EDU) sector within the last three (3) years. Provide one (1) example for each of the following: - small - average - large Include the following for each example in the comments field: 1) annual revenue; 2) duration; and, 3) a brief scope of services summary including IT roles managed.	
81	Does your company currently operate a multi-tenant Vendor Management System (VMS) to support IT Managed Workforce programs? If yes, briefly describe your system's capabilities in the following areas: 1) Requisition management (e.g., request creation, approval workflows); 2) Candidate management (e.g., submission, screening, selection tracking); 3) Time and expense tracking (e.g., approvals, compliance controls); 4) Invoicing and payment (e.g., integration, reconciliation, automation); and, 5) Reporting and analytics (e.g., dashboards, KPIs, data exports). If no, describe whether your company partners with a third-party VMS provider or uses a proprietary alternative.	

Table 7C: Depth and Breadth of Offered Solutions - IT Staff Augmentation Services

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

☐ We will not be submitting for Table 7C: Depth and Breadth of Offered Solutions - IT Staff Augmentation Services

Line Item	Category or Type	Comments
82	Describe your organization's IT staff augmentation services provided in the government (GOV) sector within the past 24 months. Include one (1) representative example (not a list of contracts) and	Within the past 24 months, our organization has provided IT staff augmentation services to the Commonwealth of Virginia as part of a long-standing partnership that began in 2015 and remains ongoing.

describe the following areas:

1) Contract duration (start and end dates or ongoing)
2) Types of staffing solutions (e.g., temporary, project-based, long-term, or direct-hire)
3) Approximate number and types of IT roles staffed

1) Contract Duration

Our partnership with the Commonwealth of Virginia has been ongoing from 2015 to the present, including continuous support throughout the past 24 months.

2) Types of Staffing Solutions Provided

During the past 24 months, we have delivered a range of flexible IT staffing solutions, including:
- Temporary staffing
- Project-based staffing
- Long-term contract staffing
- Contract-to-hire placements

These engagement models allow Commonwealth agencies to scale resources efficiently in support of both short-term initiatives and long-term operational needs.

3) Approximate Number and Types of IT Roles Staffed

Within the past 24 months, our organization has made approximately 98 IT placements across multiple executive and non-executive agencies within the Commonwealth of Virginia. These resources supported a broad range of IT functions, including the following role categories:

- IT Service Desk & End-User Support – Tier 1 Help Desk, Desktop Support, Technical Support Analysts, PC Refresh Technicians, and Classroom/AV Support supporting incident management, endpoint services, OS migrations, and user experience escalation.
• Infrastructure, Network & Systems Operations – Network Engineers, Systems Administrators, Windows Engineers, and Network Operations Leads supporting core infrastructure, system reliability, performance monitoring, and optimization.
• Cloud & Enterprise Architecture – Cloud Engineers, PaaS Architects, Application Architects, and Data Architects supporting cloud platform design and operations (AWS, Azure, GCP), enterprise architecture, security, scalability, and modernization initiatives.
• Application Development & Automation – Software Developers, Full Stack Developers, .NET and Java Developers, Power Platform and RPA Developers, and SharePoint Developers supporting application development, system integrations, automation, and CI/CD practices. *
• Data, Analytics & Business Intelligence – Data Engineers, Data Analysts, Data Scientists, BI Developers, and Power BI/Tableau Administrators supporting data pipelines, analytics, reporting, dashboards, and decision support.
• Data Governance, Quality & Stewardship – Data Governance Managers, Data Quality Analysts, and Data Stewards supporting governance frameworks, compliance, metadata management, and data integrity.
• Cybersecurity & Risk Management – Security Engineers, Security Analysts, SIEM Specialists, and Security Leadership supporting threat detection, monitoring, risk management, and security governance.
• Business Analysis & Solution Design – Business Analysts, Business Systems Analysts, and Solution Analysts supporting requirements gathering, process analysis, and solution design.
• Project, Program & Agile Delivery – Project Managers, Program Managers, Scrum Masters, Agile Coaches, and Project Coordinators supporting delivery governance, agile execution, and cross-team coordination.
• IT Service Management & Enterprise Platforms – Service Owners, ITSM Developers, ERP Administrators, and Platform Analysts supporting service lifecycle management, enterprise platforms, and operational reliability.
• IT Governance, Financial & Executive Oversight – IT leadership, IT Financial Analysts, and Service Delivery Executives supporting strategic planning, financial oversight, vendor management, and compliance.
• Collaboration, Training & Adoption – Collaboration Tool Administrators, Trainers, and Adoption Specialists supporting collaboration platforms, user enablement, training, and change management.

Representative Impact and Scope:
Over the course of our 10+ year partnership, we have made more than 1,000 IT placements across 19 executive and non-executive

		agencies within the Commonwealth of Virginia. Within the past 24 months, our resources have supported critical initiatives including application modernization, cloud transformation, system upgrades, enterprise support services, cybersecurity operations, and large-scale help desk functions, directly contributing to improved service delivery and enhanced digital experiences for the citizens of the Commonwealth.
83	Describe your organization's IT staff augmentation services provided in the education (EDU) sector within the past 24 months. Include one (1) representative example (not a list of contracts) and describe the following areas: 1) Contract duration (start and end dates or ongoing) 2) Types of staffing solutions (e.g., temporary, project-based, long-term, or direct-hire) 3) Approximate number and types of IT roles staffed	Within the past 24 months, our organization has provided comprehensive IT staff augmentation services to the University of California system as part of a long-standing partnership that began in 2015 and remains ongoing. We support multiple campuses, health systems, and administrative units across the UC enterprise. 1) Contract Duration Our engagement with the University of California has been ongoing from 2015 to the present, including continuous delivery of services throughout the past 24 months. 2) Types of Staffing Solutions Provided During the past 24 months, we have delivered a full spectrum of IT staffing solutions tailored to higher education and academic health environments, including: • Temporary staffing • Project-based staffing • Long-term contract staffing • Contract-to-hire placements • Direct-hire placements These flexible models enable UC campuses and departments to address fluctuating academic, research, clinical, and administrative IT needs while maintaining operational continuity. 3) Approximate Number and Types of IT Roles Staffed Within the past 24 months, our organization has made approximately 268 IT placements across the University of California system. These resources supported a broad range of IT functions, including the following role categories: • Service Desk & End-User Support – Service Desk Analysts, Tier 1 Support, Desktop Support, PC Refresh, and Endpoint/Campus Support personnel providing frontline user support, device provisioning, troubleshooting, and incident/request management. • Field Services, AV & Workplace Technology – Field Technicians, AV Technicians, Cabling Technicians, and Telephony/Voice Engineers supporting on-site IT services, classroom and conferencing technologies, cabling, and voice systems. • Infrastructure, Network & Endpoint Engineering – Systems Administrators, Network Engineers, Windows/Linux Engineers, VMware Specialists, and Endpoint Engineers supporting server operations, virtualization, endpoint management, monitoring, and system reliability. * • Cloud, Platform & Enterprise Architecture – Cloud Engineers, PaaS Architects, Data Architects, and IAM/PAM Architects supporting cloud platforms, enterprise and solution architecture, identity services, and platform security. • Application Development & Integration – Full-Stack, Front-End, Back-End, Web, Integration, and Application Developers supporting custom development, application modernization, APIs, integrations, automation, and DevOps practices. • Enterprise Applications & SaaS Platforms – ServiceNow, Salesforce, Oracle, SAP/HANA, PeopleSoft, Kronos, and Epic Analysts supporting configuration, customization, integrations, lifecycle management, and enterprise application support. • Data, Analytics & Data Management – Data Engineers, Data Analysts, BI Developers, Data Scientists, and Data Governance/MDM Specialists supporting data pipelines, analytics, visualization, data quality, and stewardship. • Cybersecurity, Risk & Compliance – Security Analysts, Application Security Specialists, Vulnerability Engineers, IAM/PAM professionals, and Compliance Analysts supporting threat detection, vulnerability management, access controls, and regulatory compliance. • Business Analysis, Change & Training – Business Analysts, Process Analysts, Organizational Change Management (OCM) Specialists, Trainers, and Instructional Designers supporting

		requirements analysis, process optimization, change enablement, and user adoption. • Project, Program & IT Governance – Project and Program Managers, Technical PMs, Transformation Leaders, and IT Financial and Service Owners supporting delivery oversight, agile and hybrid governance, financial management, and vendor oversight. Representative Impact and Scope: As a trusted Tier 1 staffing partner to the University of California for nearly a decade, our organization has supported critical campus, health, and systemwide initiatives. Over the life of the partnership, we have delivered 1,200+ placements systemwide, with 200+ active consultants supporting UC at any given time. Within the past 24 months, our resources have contributed to cloud and infrastructure initiatives, enterprise application support (including ERP and clinical systems), data and analytics programs, cybersecurity operations, classroom and workplace technology, and large-scale end-user support services. These efforts have directly supported UC's mission to advance education, research, healthcare, and operational excellence across the system.	

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- Responsiveness - Responsiveness.zip - Tuesday December 16, 2025 12:11:53
- Pricing - Pricing.zip - Monday January 05, 2026 10:15:08
- Financial Strength and Stability - Table 2A, Question 27 Supporting Documentation.docx - Tuesday January 06, 2026 09:42:01
- Marketing Plan/Samples - Marketing Plan Samples.zip - Tuesday January 06, 2026 09:36:46
- WMBE/MBE/SBE or Related Certificates (optional)
- Standard Transaction Document Samples - Standard Transaction Document Samples.zip - Monday January 05, 2026 10:13:36
- Requested Exceptions - RFP010826 Master Agreement - Insight Global Exceptions.docx - Tuesday January 06, 2026 12:24:11
- Upload Additional Document (optional)

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.

3. The Proposer certifies that:

(1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and

(3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.

5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.

6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.

7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

8. Proposer its employees, agents, and subcontractors are not:

1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;
2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or
3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Jamie Levin, Strategic Account Executive , Insight Global, LLC

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_8_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Wed December 31 2025 04:33 PM	☑	2
Addendum_7_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Wed December 24 2025 11:59 AM	☑	4
Addendum_6_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Fri December 19 2025 01:06 PM	☑	4
Addendum_5_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Tue December 16 2025 03:23 PM	☑	3
Addendum_4_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Fri December 12 2025 11:47 AM	☑	3
Addendum_3_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Tue December 2 2025 02:57 PM	☑	7
Addendum_2_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Wed November 26 2025 08:59 AM	☑	5
Addendum_1_IT_Managed_Workforce_Staff_Augmentation Fri November 21 2025 02:24 PM	☑	10
Amendment_1_IT_Managed_Workforce_Staff_Augmentation_RFP010826 Thu November 20 2025 03:08 PM	☑	1