RFP #2025-023

Response to RFP for Artificial Intelligence (AI) Consultancy Services

for the North Central Texas Council of Governments and the TXShare Cooperative Purchasing Program

North Central Texas Council of Governments

NeuroSoph
Extend Intelligence

Contents

January 10, 2025

Lisa Littrell
616 Six Flags Drive Arlington, TX 76011
(817) 704-5674
elittrell@nctcog.org

Dear Lisa Latrell,

My name is Tushar Banerji, and I am the co-founder and CEO of NeuroSoph Inc., a leading provider of innovative AI solutions tailored for state and local governments (SLGs). I am writing to express my enthusiastic interest in contributing to the North Central Texas Council of Governments (NTCCOG) RFP 2025-023 – Artificial Intelligence (AI) consulting Services.

NeuroSoph Experience and Expertise

Since 2018, NeuroSoph Inc. has delivered AI solutions and consulting services to public sector organizations, enhancing efficiency, transparency, and effectiveness. As active participants in the AI Task Force Working Groups for Massachusetts and Rhode Island, we have developed extensive expertise in addressing complex government challenges with advanced AI technologies. Our solutions have improved public services through AI consulting, strategic road mapping, cloud integration, chatbot implementation, intelligent document processing, and assisted intake systems, leading to better outcomes for citizens and communities.

Trusted Government AI Consulting and Service Provider

By leveraging our extensive experience in AI-driven public sector solutions, we are poised to replicate the success achieved in Massachusetts and Rhode Island. Our goal is to contribute meaningfully to the NCTCOG initiatives, focusing on enhancing operational efficiency, improving decision-making processes, elevating service delivery standards, and fostering innovation across its organizations through the strategic implementation of AI technologies.

Our approach combines cutting-edge AI capabilities with a deep understanding of government operations, ensuring tailored solutions that address specific regional needs while adhering to the highest standards of governance and security. I am confident that NeuroSoph's expertise and commitment to delivering secure and responsible AI solutions will make a significant difference in NCTCOG's efforts to enhance public services.

Thank you for considering our proposal. We look forward to the opportunity to collaborate with NCTCOG.

Sincerely,

Tushar Banerji

President & CEO

Section 1

Certificate of Offeror & Statement of Understanding

TXShare
Your Public Sector Solutions Center

REQUEST FOR PROPOSALS
For
Artificial Intelligence (AI) Consultancy Services
RFP # 2025-023

Sealed proposals will be accepted until 2:00 PM CT, **December 18, 2024,** and then publicly opened and read aloud thereafter.

NeuroSoph Inc.
Legal Name of Proposing Firm

Tushar Banerji — President & CEO
Contact Person for This Proposal — Title

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Contact Person Telephone Number — Contact Person E-Mail Address

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Street Address of Principal Place of Business — City/State — Zip

120 Water Street, Suite 213 — North Andover, MA — 01845
Mailing Address of Principal Place of Business — City/State — Zip

Tushar Banerji — President & CEO
Point of Contact for Contract Negotiations — Title

978-500-1579 — tushar@neurosoph.com
Point of Contact Telephone Number — Point of Contact Person E-Mail Address

Acknowledgment of Addenda (initial): #1 TB #2 TB #3 TB #4 TB #5 TB

NOTE: Any confidential/proprietary information must be clearly labeled as "confidential/proprietary". All proposals are subject to the Texas Public Information Act.

COVER SHEET

Statement of Understanding

NeuroSoph Inc. offers AI Consultancy services that leverage AI to enhance governmental operational efficiency, improve decision-making, elevate service delivery, and foster innovation across organizations. Our proposal includes AI use cases, developing AI frameworks, data strategies, data management, providing implementation roadmaps, project management, reporting, and ensuring that AI solutions are ethical, secure, and compliant with public sector regulations.

Section 2

Key Personnel

Tushar Banerji, Principal Account Manager

(978) 500-1579 tushar@neurosoph.com Tushar Banerji

Tushar, CEO of NeuroSoph Inc. for 6 years and with 14 years in the public sector, excels in managing high-performance teams and delivering exceptional results. He has led multi-disciplinary teams to provide strategic and technology solutions for EOHHS, EOPSS, and EOTSS.

Professional Experience

Chief Executive Officer, NeuroSoph Inc.
North Andover, MA | 2018 – Present

- Co-founded NeuroSoph to focus on innovative artificial intelligence (AI) solutions in the government IT sector.
- Set and execute strategic vision for the company, help lead NeuroSoph into a premier AI solutions provider in the Commonwealth of Massachusetts.
- Direct the development and implementation of Specto AI Platform, enhancing government-resident interactions and operations with responsible AI.
- Ensured successful project delivery and stakeholder satisfaction for the AskMA chatbot implementation through effective communication and collaboration.
- Collaborated with the Massachusetts DPH to implement MyVaxRecords within a challenging 8-week timeline.

Proven Experience

- Product and Project management
- Team Leadership
- Business Administration
- Business Strategy
- Business Development and Marketing
- Strategic Planning and Roadmaps
- Government Contract Management
- Artificial Intelligence and Implementation
- Stakeholder Management and partnerships

Matthew J. Pallone, PhD, Chief Technology Officer

matt@neurosoph.com Matthew Pallone

Innovative engineer with 17 years in AI, image and language processing, biomedical engineering, and 10 years managing startups. Skilled in project management, design, and analysis, with a proven ability to quickly learn and solve problems.

Professional Experience

Chief Technology Officer, NeuroSoph Inc.
North Andover, MA | 2018 – Present

- Co-founded the company to focus on innovative artificial intelligence (AI)solutions in the government IT sector.
- Built NeuroSoph into a leading AI solutions provider for the State of Massachusetts.
- Assemble and lead a team of qualified engineers in the development of NeuroSoph's Specto AI software suite.
- Develop a customizable digital assistant software platform for the creation of public sector chatbots, both internal and public facing.
- Create an intelligent document processing IDP software suite to streamline the intake and organization of scanned/faxed/mobile captured documents.

Proven Experience

- Project Management
- Team Leadership
- Business Administration
- Independent Research
- Software Development
- Systems Design and Analysis
- Grant Writing
- Clinical Data Acquisition and Study Design
- Hardware Design and Fabrication

Andrew Allan, Product Manager

andrew@neurosoph.com Andrew Allan

Andrew is an experienced Product Manager specializing in AI and chatbot development, currently serving as Principal Product Manager. He has successfully led the design and implementation of Rasa-powered chatbot solutions, enhancing user engagement while reducing costs. Previously, he managed a B2B industrial procurement platform that secured $100M in annual commitments. With a bachelor's degree in business finance and certifications in AI product development and computer science, Andrew is proficient in various programming languages and project management tools.

Professional Experience

Principal Product Manager, NeuroSoph Inc.
2023 – Present

- Managing product design and development of Rasa-powered NLP chatbot solutions. Manage implementation projects for over 10 state government organizations.
- Conceptualize and lead design of flexible and scalable generative AI and RAG chatbot platform that provides clients with increased engagement while reducing implementation and maintenance costs by up to 80%.
- Lead a team of data analysts to continually monitor incoming and outgoing chatbot content to capture new trends, identify new content areas and improve chatbot engagement.

Proven Experience

- Project Management
- Team Leadership
- Business Administration
- Business Strategy
- Product Design and Development
- Strategic Planning and Roadmaps
- Business Strategy
- Software Development
- Programming Languages: JavaScript/TypeScript/ Python/SQL/Git/HTML/CSS/SCSS

Tyler Doblanko, Software Engineer

tyler@neurosoph.com Tyler Doblanko

Tyler is a Principal Software Engineer with extensive experience in developing AI chatbots, including the Specto AI Chatbot Widget and Chatbot Studio. He specializes in creating analytics suites, managing web analytics tools, and ensuring compliance with accessibility and security standards. Tyler holds a BSc in Mechanical Engineering from the University of Alberta, where he graduated with a perfect GPA. He also possesses AWS certifications as a Cloud Practitioner and Developer Associate.

Professional Experience

Principal Software Engineer, NeuroSoph Inc.
2022 – Present

- Designing and developing the Specto AI Chatbot Widget, which has served millions of website visitors, enhancing user engagement and satisfaction.
- Creating the Specto AI Chatbot Studio, a client-centric web application built with React and TypeScript, providing an intuitive no-code interface for clients to configure their personalized Rasa conversational AI chatbots.
- Developing a comprehensive chatbot analytics suite that processes hundreds of millions of events, enabling key insights into chatbot performance using PostgreSQL, and custom Python scripts.
- Conducting accessibility reviews of web applications and addressed deficiencies to ensure compliance with the highest government standards.
- Performing security audits on cloud platforms supporting web applications and chatbot services, ensuring robust data protection measures.
- Leading agile practices, including sprint planning, daily standups, and code reviews, fostering a collaborative development environment.

Proven Experience

- Project Management
- Team Leadership
- Software Development
- Systems Design and Analysis
- Full Stack Development
- Data Analytics and Insights
- Digital Accessibility Expertise
- Programming Languages: Python/Typescript/Javascript/SQL/HTML/CSS
- Frameworks/Topics: AWS/Docker/Django/Fast API/PostgreSQL/React/Express/Git/Test Driven Development/REST API

Kevin Wang, PhD, Principal Data Scientist

kevin@neurosoph.com Kevin Wang

Kevin is an experienced engineer with over 10 years of demonstrated expertise in computer vision, machine learning (ML), natural language processing (NLP), and cloud solutions. He is skilled in integrating complex data sets and developing predictive models. He has proven problem-solving and critical-thinking skills showcased through developing and maintaining real-world projects such as the Ask MA Chatbot and the Specto AI Intelligent Document Processing solution. Kevin has strong research capabilities with multiple published papers.

Professional Experience

Principal Data Scientist, NeuroSoph Inc.
2019 – Present

- Implementing natural language understanding - including featurization, intent classification, entity recognition, etc. – for the Specto AI Chatbot.
- Developing multi-model architecture for user intent classification.
- Conduct chatbot data analysis with visualization, clustering, and topic modeling.
- Developing speech-to-text, translation, and widget-analytics services for chatbot solutions.
- Conducting in-depth research and exploration of Embeddings, Large Language Models (LLMs), Prompt Engineering, and Agents.
- Integrating cutting-edge technologies such as OpenAI APIs, AWS Bedrock, LangChain, knowledge graphs, RAG, etc.
- Developing image processing algorithms and machine learning (ML) models for background removal, detection of extraneous marks, and identification of special form fields.
- Implementing cloud migration to utilize AWS Textract and serverless services, including Lambda, SQS, and SNS.

Proven Experience

- AWS Cloud Architecture
- Research and Development
- Team Leadership
- Advanced Technical Expertise (Machine Learning, Natural Language Processing, Big Data, Deep Learning, Image Processing, Large Language Models)
- Software Engineering
- Data Analytics and Modeling
- Languages: Python/SQL/C/C++/JavaScript/HTML

Dave Galgano, Customer Success Manager

dgalgano@neurosoph.com Dave Galgano

Dave brings over 10 years of customer service and sales experience, with a background in Marketing and Economics. He has skills in team management, user experience design, development oversight, and client relations, all with a goal of enhancing our customers' digital strategies.

Professional Experience

Business Analyst, NeuroSoph Inc.
2024 – Present

- Establishing and nurturing strong relationships with key stakeholders.
- Developing and overseeing client relationships by delivering product demonstrations for sales, training, and functionality purposes.
- Collaborating with cross-functional teams to facilitate communication and ensure project alignment with business objectives.
- Managing stakeholder relationships, negotiating terms and ensuring project deliverables met expectations.
- Monitoring project progress and performance metrics, identifying bottlenecks and recommending solutions for improvement.
- Conducting requirements gathering and analysis to translate stakeholder needs into functional specifications.

Proven Expertise

- Market Research
- Customer Relationship Management
- Business Analysis
- Business Process Improvement
- Business Development
- Stakeholder Management
- Account Management
- Brand and Product Positioning

Section 3

References

Anand Selvaraj, CTO

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Matthew Moran, Assistant Secretary

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Nicholas Lombardi, ACIO

Commonwealth of Massachusetts Executive Office of Health & Human Services

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Section 4

Project-Related Experience & Qualifications

Vendor Entity Overview

NeuroSoph Inc. is a minority-owned end-to-end enterprise AI solutions provider based in North Andover, Massachusetts, founded in 2018. We specialize in delivering innovative, customizable, and transparent AI solutions designed specifically for state and local governments (SLGs). Our flagship Specto AI Platform includes a suite of products such as the Specto AI Chatbot and Chatbot Studio, Specto Intelligent Document Processing (IDP), and Specto Assisted Intake. With over 30 years of combined experience in the public sector, our team offers secure, human-centered, and adaptable AI solutions that address the unique needs of government clients.

Our Mission

NeuroSoph's mission is to empower governments with the best and most human-centric AI solutions. We are committed to harnessing advanced AI technology to enhance public service and governance. By focusing on human-centric AI, the company aims to prioritize ethical considerations, accessibility, inclusivity, and user-friendliness, ensuring that AI systems are designed to meet the diverse needs of communities. This approach not only facilitates more efficient and transparent government operations but also fosters trust and collaboration between governments and their constituents.

Our Vision

Be the most preferred AI solutions provider for each of our customers. We are committed to understanding the unique needs of our government clients and leveraging cutting-edge AI advancements to provide secure, accessible, and tailored solutions that enhance efficiency and digital service delivery. By fostering strong partnerships and continuously evolving our offerings, we aim to empower state and local governments (SLGs) to achieve their goals and stay ahead in an ever-changing digital landscape.

Rhode Island & Massachusetts AI Task Force Government Working Groups

As active members of the Rhode Island and Massachusetts AI Task Force Government Working Groups, we contribute to the development of AI governance frameworks and best practices. This involvement keeps our solutions aligned with evolving standards, ensuring compliance, security, and ethical considerations in AI use for the public sector.

AWS Qualified Software Partner

NeuroSoph is an AWS Qualified Software Partner, Public Sector Partner, and Select Tier Partner, showcasing our expertise in cloud solutions.

Trusted Government AI Solutions Provider

Our extensive experience in delivering government solutions includes partnerships with Massachusetts agencies such as the Executive Office of Technology Services and Security (EOTSS), Registry of Motor Vehicles (RMV), Department of Public Health (DPH), Department of Transitional Assistance (DTA), MassHealth, Department of Revenue (DOR), Department of Family and Medical Leave (DFML), Department of Fish and Game (DFG), and the Massachusetts Court System (MCS).

Recognition & Awards

American Association of Motor Vehicle Administrators (AAMVA) Customer Convenience Award 2023: Our Ask MA Chatbot was awarded for its significant impact on reducing the volume of emails by 200 and 1000 calls per day to the Registry of Motor Vehicles (RMV), illustrating its efficiency and user-centric design.

2024 GovX Award: Our work helped Massachusetts Executive Office of Technology Services and Security (EOTSS) win the 2024 Government Experience Award given by the Center for Digital Government (CDG), reflecting our excellence in digital government innovation.

NeuroSoph Technical Expertise

- **Machine learning (ML):** We develop and deploy ML models that optimize government operations and processes.
- **Generative AI:** We deliver controllable, robust, and transparent generative AI to enhance digital assistants and chatbots, improving public communication and engagement.
- **Natural Language Processing (NLP):** Our team excels in NLP, building sophisticated language models for government applications, such as AI chatbots.
- **Large Language Models (LLMs):** Our models are trained to understand and generate human-like text, enhancing resident interaction and satisfaction.
- **Prompt Engineering:** We optimize AI model performance by engineering precise and effective prompts to improve accuracy and relevance.
- **AWS Cloud Expertise:** As an AWS Partner, we specialize in secure implementations and infrastructure deployment that meets the highest security standards.
- **AI Chatbots:** We specialize in AI chatbots that reduce administrative workload, handle routine inquiries, and provide responsive and accurate assistance to residents.
- **Optical Character Recognition (OCR):** Our OCR solutions convert various types of government documents into editable and searchable data.
- **Traditional AI:** AI that uses predefined rules and logic to simulate human intelligence, relying on heavily labeled datasets and producing predictable results.
- **Analytics & Visualizations:** We offer comprehensive analytic solutions that provide actionable insights and support data-driven decision-making. We have extensive knowledge in Google Analytics, Google Tag Manager, Apache Superset, and Looker Studio.
- **Assisted Intake:** Our solutions streamline the process of gathering and processing information, improving accuracy and reducing processing time.
- **Systems Integration:** We provide customized AI solutions that seamlessly integrate with existing government infrastructure, enhancing overall operational efficiency and performance.
- **Data Management:** We combine efficient processing with secure storage, encryption and full government compliance.
- **LLM Response Selector:** We ensure reliable, ethical interactions by having LLMs choose from human-approved responses, providing exceptional reliability with accountability and trust.
- **Rasa:** Our team expertly implements Rasa's open-source framework to build sophisticated conversational AI solutions at scale. We create context-aware chatbots that deliver accurate, personalized responses while maintaining security standards.
- **Project Management:** Our extensive experience ensures AI projects are delivered on time, within budget, and to the highest standards, managing resources, risks, and stakeholders effectively.
- **User Experience Design:** Our designers provide intuitive, accessible, and user-friendly designs for government services.
- **AI Strategy & Consulting:** We assist SLGs in developing and implementing effective and responsible AI initiatives that align with goals, ethical standards, and regulatory requirements.

REGISTRY OF MOTOR VEHICLES

Successful Implentation: Award Winning Ask MA Chatbot for the Massachusetts Registry of Motor Vehicles

Project Overview

The Massachusetts Registry of Motor Vehicles (RMV) aimed to enhance customer convenience by promoting its online services, which included over 60 transactions, such as license renewals and vehicle registrations. The challenge was to raise awareness and encourage use of the RMV's Online Service Center, while helping customers navigate its extensive 400-page domain on Mass.gov for reliable RMV information.

Addressing these challenges involved creating user-friendly tools, accessible, and effective communication channels that provided accurate information and built trust in online resources. A successful solution reduced reliance on in-person visits and phone or email inquiries, thereby increasing operational efficiency and improving customer satisfaction.

Scope & Objectives

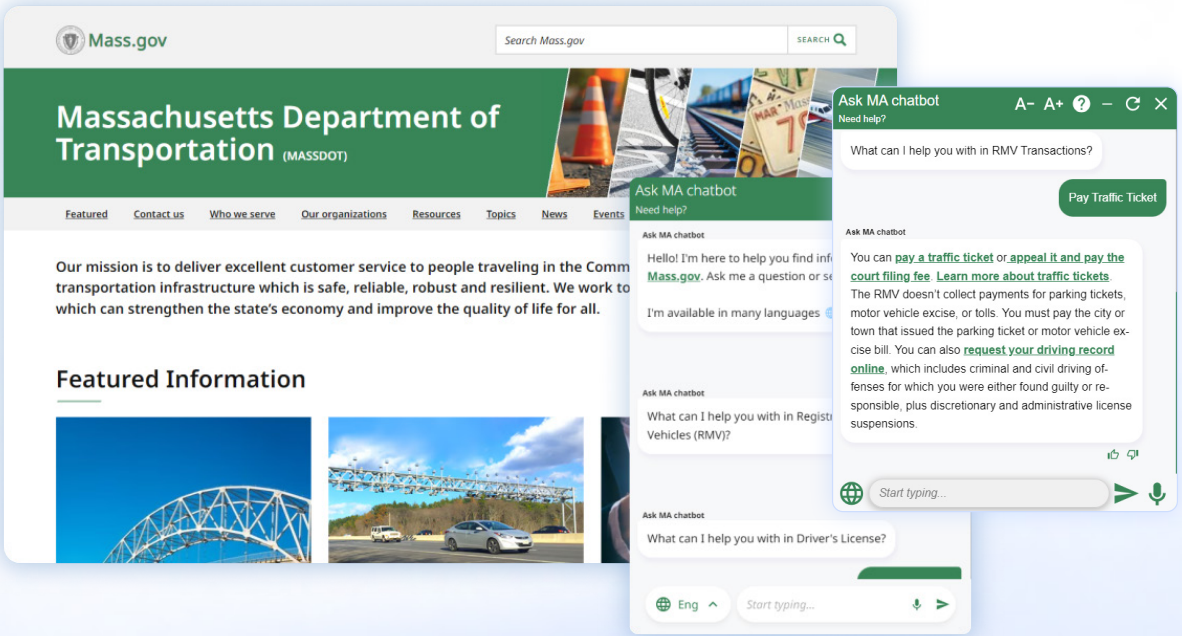
The Key objectives of the Ask MA Chatbot for the RMV included:

- Enhancing customer service by providing **clear instructions** and easily accessible resources.
- Establishing compliance with **WCAG 2.2 AA and ADA accessibility standards**, ensuring all individuals — regardless of their disabilities — can access the information effectively.
- Hosted in AWS and integrated with the Mass.gov Drupal environment.
- Offering **faster navigation** and access to RMV-related inquiries.
- Promoting the RMV's online **self-service** which has over 60 transactions.
- Assisting in finding RMV-related information, thereby, **reducing in-person visits** to RMV locations and **decreasing the volume of calls and emails to contact centers.**

Outcomes & Success Metrics

The Ask MA Chatbot for the RMV quickly began to serve as an additional automated digital channel for visitors to Mass.gov, complementing traditional customer service options like phone and email and enhancing the overall user experience.

- **Reduced call volume & email volume:** An average decrease of 1,000 calls per day and 200 incoming emails per week.
- **Increased self-service:** Enabled customers to obtain information and complete simple transactions independently, in over 20 languages.
- **Improved Engagement:** The Ask MA Chatbot improved user engagement by providing readily available information, including step-by-step instructions on self-service transactions, as well as quick and convenient navigation between sites.
- **Mobile Responsiveness:** The Ask MA Chatbot is optimized for use on any device.
- **Accessibility:** NeuroSoph ensured the Ask MA Chatbot was compliant with WCAG 2.2 AA and ADA accessibility standards by incorporating features such as speech-to-text functionality and alternative text for images.
- **Scalability & Flexibility:** The phased rollout and expansion from 20 to over 75% of the RMV's 400-plus page website.
- **Integration with Existing Services:** The chatbot complements traditional customer service options and the RMV's Online Service Center and can easily integrate with existing sites created by companies like Drupal.
- **Extensive Knowledge Base:** Integrated responses managed with the Specto Chatbot Studio covers various RMV- related topics, such as vehicle registration, driver's license, vehicle ownership transfer, and more.
- **Award Recognition:** Awarded the American Association of Motor Vehicle Administrators' (AAMVA) Customer Convenience Award in 2023.



Successful Implentation: Specto AI Chatbot Studio—Efficient Conversation Management

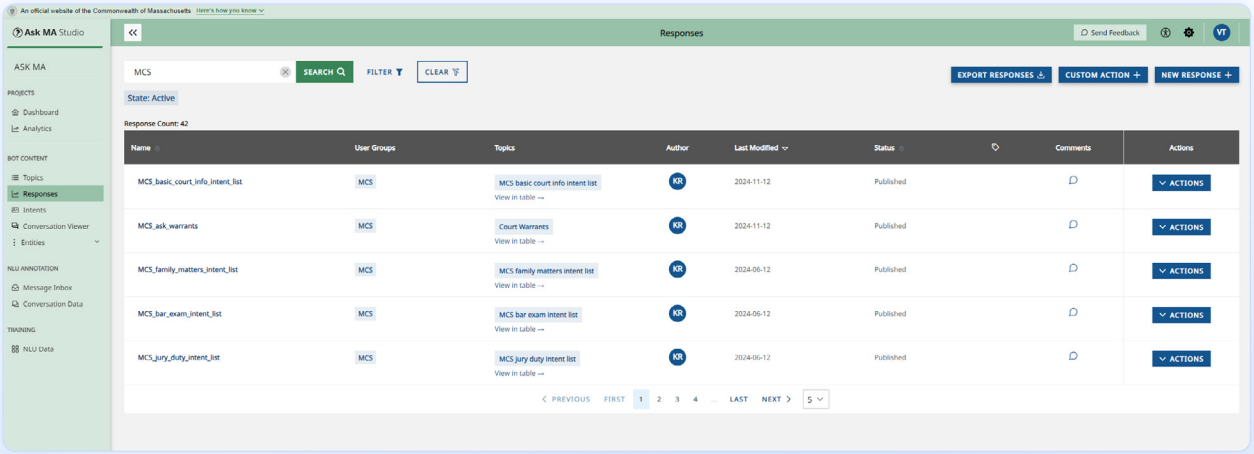
Project Overview

The Executive Office of Technology Services and Security's (EOTSS) mission is to deliver secure and high-quality digital information, services, and tools to constituents and service providers whenever and wherever they need them. Agency content editors wanted the ability to edit how the chatbot responds to user input on their respective pages and ensure the content provided is accurate, relevant, reliable and presented in a way that meets their communication goals. NeuroSoph developed the Specto Chatbot Studio, a no-code application that empowered EOTSS and agency content editors to easily expand the enterprise chatbot knowledge base and maintain accurate and relevant conversations.

Scope & Objectives

The key objectives of the Specto AI Chatbot Studio included:

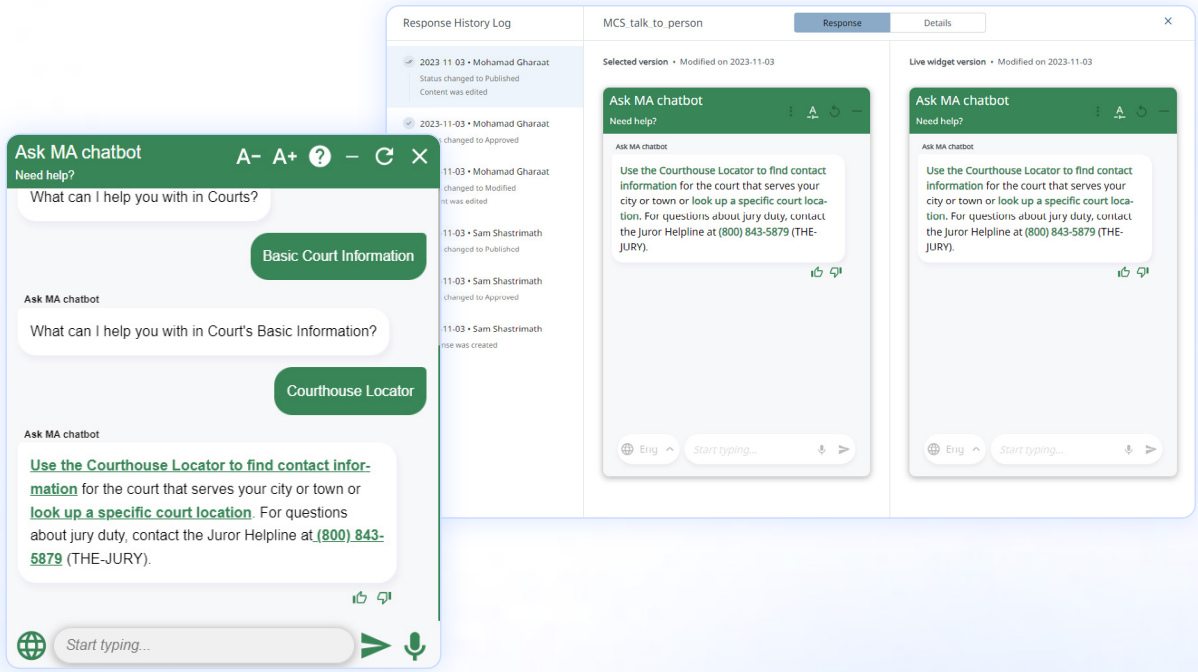
- Creating a **no-code application** called the Specto Chatbot Studio designed for use by EOTSS and agency content editors.
- Ensuring Specto Chatbot Studio is **WCAG 2.2 AA and ADA compliant**, enabling any user - including those with disabilities - to manage content and conversations.
- **Improving the overall management of chatbot conversations** by efficiently enhancing the chatbot system to evolving user needs.
- Empowering non-technical users to manage chatbot content without coding skills, **reducing dependency on technical staff and enhancing agency scalability and flexibility.**
- Facilitating quick and efficient updates to maintain accurate and relevant information to **improve engagement** and ensuring the Specto AI Chatbot remains effective and user-friendly.



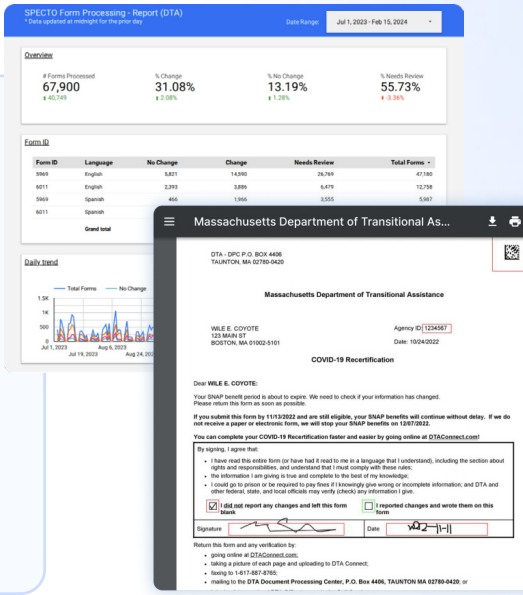
Outcomes & Success Metrics

The Specto Chatbot Studio offers powerful self-service capabilities, robust analytics, and enhanced security to efficiently manage conversations.

- **Empowerment:** Over 100 active users across 20 organizations managing the Ask MA Enterprise Chatbot with over 400 chatbot responses.
- **Optimization:** Conversation viewer to review, edit responses and assist in providing insights for content optimization.
- **KPIs:** The Chatbot Studio analytics suite helps monitor and track the success of the Ask MA Chatbot with over 40 metrics, giving EOTSS agency members actionable insights to continuously improve the chatbot.
- **Robust Content Approval Pipeline:** Every content change goes through a structured review and approval pipeline before publication. This process ensures high-quality, accurate responses, with a complete history log of every response for easy reference and auditing.
- **Continued Operation & Maintenance:** The Specto Chatbot Studio offers no-code, self-service capabilities, it empowers agencies to manage and add conversations without additional input from NeuroSoph.
- **Protect User Data:** Security measures include Single Sign-On (SSO) capabilities and customizable roles and permissions, allowing for effective user and role management.



Successful Implentation: Enhancing DTA Operations with Specto Intelligent Document Processing (IDP)



Project Overview

The Massachusetts Department of Transitional Assistance (DTA) helps low-income individuals and families meet their basic needs and achieve long-term economic stability. The DTA faced significant challenges in processing Supplemental Nutrition Assistance Program (SNAP) Interim Reports (IRs) due to manual processing, which was time-consuming and error-prone. This led to delays and backlogs, affecting the efficiency of DTA operations and applicants' ability to receive timely assistance. To address these issues, the DTA partnered with NeuroSoph Inc. to implement the Specto Intelligent Document Processing (IDP) solution. This partnership aimed to enhance the processing of SNAP IRs, making it more efficient and accurate.

Scope & Objectives

The key objectives of the Specto Intelligent Document Processing (IDP) include:

- **Centralized Record Management:** Automate classification and search for easy access to documents.
- **Language Detection:** Automatically categorize documents into English and Spanish to reduce manual errors.
- **Form Classification:** Use AI to classify forms into Change, No Change, and Needs Review categories for streamlined workflow.
- **Automated Data Extraction:** Extract data from documents to reduce errors and increase processing speed.
- **Real-Time Dashboards:** Track accuracy and automation rates for continuous process optimization and data-driven decision-making.

Outcomes & Success Metrics

Since its implementation, the Specto IDP has demonstrated significant improvements in DTA operations.

- **Accuracy:** 100% accuracy in SNAP IR form categorization of no change.
- **Efficiency:** Faster and more accurate processing for applicants.
- **Volume:** Over 86K forms processed since July 2023.
- **Validation:** Validation checks are performed to cross-reference extracted data with existing databases or predefined rules, identifying and correcting errors.
- **Continuous Improvement:** Machine learning algorithms refine the performance over time, improving accuracy and efficiency. Humans-in-the-loop validation resolves discrepancies and fine-tunes the model's prediction algorithms, accelerating its learning process.
- **Improvements:** Productivity gains and increased efficiency for DTA staff.

Section 5

Technical Proposal

5.1 Objectives

NeuroSoph is committed to achieving the objectives outlined for AI consultancy services, ensuring a comprehensive approach to integrating AI within organizational processes.

a. Assessing Current Organizational Processes: We conduct thorough assessments of existing workflows, technological infrastructure, and human expertise across various departments. We also determine potential bottlenecks and evaluate data quality and availability. The goal is to identify AI improvements that will align with the organization's strategic objectives.

b. Recommending AI Tools & Frameworks: Based on our assessments, we provide recommendations for any necessary upgrades or modifications to support AI implementation. We choose the most appropriate AI tools and frameworks that align with departmental needs and organizational goals.

c. Developing a Comprehensive Data Strategy & AI Roadmap: We work alongside stakeholders to develop an AI roadmap along with a robust data strategy that emphasizes data quality, governance, privacy, and security. Additionally, we assess the organization's data landscape, identify gaps, and define a clear vision for AI adoption. Our tailored AI roadmap outlines key milestones, timelines, and resource allocation to ensure successful AI integration and long-term sustainability.

d. Strategic Roadmap for AI Implementation: NeuroSoph creates a detailed strategic roadmap for AI implementation by aligning AI initiatives with organizational objectives, identifying key use cases, and prioritizing projects based on impact and feasibility. This roadmap outlines a phased approach to AI adoption, including project timelines, resource requirements, milestones, deliverables, governance structures, and key performance indicators (KPIs) to measure success. This roadmap will serve as a guide to ensure that all parties are aligned and informed throughout the implementation process.

e. Compliance with Legal Standards: NeuroSoph integrates compliance into every stage of AI implementation, ensuring adherence to legal standards such as the Freedom of Information Act (FOIA) and other relevant local, state, and federal regulations. We conduct thorough risk assessments in collaboration with stakeholders to identify and mitigate potential risks. Furthermore, we establish comprehensive controls, including technical, administrative, and policy measures, for the safe use of AI technologies.

f. Training and Knowledge Transfer: Our training includes detailed documentation such as user manuals, technical specifications, security, and configuration details. We also establish a knowledge base featuring FAQs, troubleshooting guides, and best practices on how to effectively adopt and utilize AI tools. Through targeted training sessions, we fully prepare teams for ongoing operations, maintenance, and long-term success with AI tools.

g. Quantifying Long-Term Value: We quantify the long-term value that AI brings to the organization by creating business cases to compare cost and benefits over time. Additionally, we track KPIs and assess AI's impact on key outcomes such as improved service delivery, increased operational efficiency, and enhanced customer experience and engagement.

h. Supporting Pilot and Full-Scale Implementations: NeuroSoph has extensive experience managing and implementing AI pilot projects and full-scale implementations. We provide hands-on guidance, and expertise to ensure seamless integration and successful deployment. Post-implementation, we deliver training and knowledge transfer to in-house teams to empower employees to operate and maintain AI solutions - ensuring long-term independence and self-sufficiency.

i. Incorporating a 5-Year AI Roadmap: We collaborate closely with stakeholders to develop a comprehensive 5-year AI roadmap that aligns with strategic organizational objectives and guides future AI development. This tailored roadmap outlines key milestones, timelines, resource allocations, and KPIs to ensure successful AI integration and long-term sustainability. To ensure adaptability and flexibility, our roadmap is designed to evolve with changes in technology and organizational priorities, ensuring continued alignment with strategic goals.

5.2.1 AI Strategy Development

a. Collaborating With Individual Departments: We work directly with key stakeholders in each department to identify specific AI use cases and associated challenges. Our approach includes:

- Conducting detailed discussions to understand unique departmental needs, such as improving response times in public safety or reducing procurement costs.
- Analyzing the feasibility and value of potential AI applications within each department's context.
- Providing comprehensive risk-benefit analyses for each identified use case.
- Prioritizing use cases based on their potential impact and ease of deployment.
- Developing tailored AI solutions that address department-specific challenges and objectives.

b. Conducting Comprehensive Needs Assessments: Our thorough needs assessment process involves:

- Evaluating the organization's current state and infrastructure, including existing processes, technologies, and human expertise.
- Defining organizational goals for implementing AI.
- Identifying key challenges and areas for improvement across departments.
- Assessing the potential value AI can add to the organization.
- Analyzing data readiness, including data quality, governance, and integration capabilities.

c. Developing a Long-Term AI Strategy: We assist in creating a strategic AI roadmap that aligns with the organization's overall vision:

- Working collaboratively with stakeholders to define long-term AI goals and objectives.
- Ensuring alignment between the AI strategy and the organization's 5-year strategic plan.
- Identifying key milestones and phases for AI implementation.
- Developing a scalable approach that allows for controlled testing and monitoring before full deployment.
- Incorporating flexibility to adapt to evolving technologies and organizational needs.
- Establishing clear success metrics (KPIs) and evaluation processes for ongoing assessment and refinement.

5.2.2 Feasibility Study & Use Case Identification

a. Use Case Identification & Analysis: NeuroSoph collaborates closely with key stakeholders to identify and evaluate potential AI use cases for government agencies. We work to pinpoint AI applications that align with their strategic objectives, such as process optimization, customer experience enhancements or improved digital service delivery.

Our approach includes a thorough feasibility analysis to evaluate the technical and operational viability of each identified use case, considering factors like infrastructure, data availability, infrastructure requirements, and regulatory compliance.

We also conduct a detailed value assessment to determine the potential impact and benefits of each AI use case, helping agencies prioritize their investments effectively. For high-value and feasible use cases, we assist in developing comprehensive business cases to justify the AI investments. This systematic approach ensures that agencies focus on AI initiatives that are not only technically viable but also deliver significant value and align with their strategic goals.

b. Document Compliance: We maintain comprehensive records of internal and external compliance activities, including control policies, flowcharts, and audit reports. Our documentation covers data privacy and security, algorithm development, and continuous monitoring through real-time analytics and regular audits. We also create technical documentation for AI systems, including datasheets, model cards, and system cards, and conduct thorough risk assessments. As an AWS Select Tier and Public Sector Partner, we leverage AWS tools to monitor, audit, and generate reports, ensuring robust compliance and risk management.

c. Risk-Benefit Analysis: Alongside key stakeholders, we conduct thorough evaluations of potential AI use cases. We analyze the potential benefits and drawbacks of each use case, weighing the benefits against the risks, and develop strategies to mitigate identified risks.

d. Data Strategy: To ensure our feasibility study includes comprehensive considerations related to data strategy, we focus on three key areas:

1. **Data Quality**
   - Assess availability, completeness, and accuracy of required data.
   - Evaluate consistency and reliability across different sources.
   - Determine if data cleaning or preprocessing is necessary.
2. **Data Governance**
   - Review existing data policies for compliance with relevant regulations (e.g., privacy laws).
   - Assess data security measures and access controls.
   - Evaluate data lifecycle management processes.
3. **Integration Readiness**
   - Analyze current data infrastructure for compatibility with proposed AI solutions.
   - Assess scalability to handle increased data processing demands.
   - Evaluate need for data standardization or transformation to ensure compatibility with AI models.

e. Use Case Prioritization: To prioritize AI use cases based on impact and ease of deployment, we utilize a structured approach that evaluates both factors comprehensively. We start with an impact assessment, focusing on potential efficiency gains, improvements in customer experience, and alignment with strategic objectives, while quantifying the financial impact and return on investment (ROI).

Next, we analyze ease of deployment by examining data availability, process readiness for AI integration, regulatory implications, and technical complexity. We then categorize use cases using a quadrant-based framework:

- **Commit:** High impact and easy to deploy
- **Observe:** High impact but difficult to deploy
- **Backlog:** Low impact and easy to deploy
- **Discard:** for low impact and difficult to deploy

We also identify technological interdependencies and consider breaking down complex projects into smaller initiatives to develop an agile implementation roadmap. This approach enables organizations to focus resources on AI initiatives that offer the highest impact with the most feasible deployment paths.

5.2.3 AI Solution Design & Roadmap

a. External and Internal Compliance: NeuroSoph conducts thorough reviews of relevant regulations such as FOIA, grant requirements, and various local, state and federal laws to ensure legal compliance. For internal compliance, we design and implement technical, administrative, and policy controls to ensure the safe and responsible use of AI, including data privacy and security measures. Additionally, we leverage internal tools such as AWS Artifact, and AWS Audit Manager for accessing compliance reports, comprehensive auditing, and compliance checks.

NeuroSoph's involvement in the Rhode Island and Commonwealth of Massachusetts AI Task Force Government Groups enhances our understanding of compliance requirements for government AI initiatives. This experience allows us to effectively navigate the complex regulatory landscape, ensuring that AI projects align with state and federal guidelines, and meet ethical and safety standards.

b. AI Model Design: NeuroSoph offers custom AI model development as part of our implementation and support services. We have a proven track record of developing customized AI solutions for government entities, demonstrated through our collaborations with multiple Massachusetts state agencies.

c. Comprehensive Roadmap: NeuroSoph has a proven track record in providing comprehensive roadmaps, outlining governance, timelines, milestones, resource requirements, and KPIs to ensure successful AI implementation and continuous improvement. We tailor each roadmap to the client's unique needs, ensuring effective deployment and long-term sustainability.

d. Cost Analysis: NeuroSoph's provides detailed cost analysis for each proposed AI solution, encompassing development costs, cloud expenses, licensing and subscription fees, and cloud storage and backup requirements. This transparent breakdown ensures that clients have a clear understanding of the total cost of ownership for their AI projects, enabling informed budgeting and resource allocation decisions.

e. Ethical Alignment and Regulatory Compliance: At NeuroSoph, we emphasize commitment to responsible AI policy development. We implement robust security measures, including advanced encryption standards for data in transit and at rest. We regularly update our encryption keys and algorithms to stay ahead of threats and implement end-to-end encryption where necessary. Additionally, we automatically scrub any personally identifiable information (PII) from the data, if needed. We use AWS services like Amazon Macie and AWS Key Management Service (KMS) to protect sensitive information, ensuring alignment with data privacy laws.

Our participation in government AI task forces also show a strong focus on ethical guidelines and public sector regulations. Moreover, our extensive experience working with multiple government agencies, combined with our strategic partnerships with AWS, uniquely positions us to design AI solutions that effectively address the complex requirements of public sector entities.

5.2.4 Pilot Testing & Implementation Support

a. Guiding Organizations Through Pilot AI Implementations: NeuroSoph has extensive experience managing and implementing AI pilot implementations. We provide hands-on guidance, and expertise to ensure seamless integration and successful deployment.

b. Working With Stakeholders to Evaluate & Refine Pilot Projects: We work closely with stakeholders to evaluate pilot projects using clear success metrics. Our team troubleshoots issues and refines solutions as needed, ensuring that the AI implementation meets the organization's goals.

c. Offering Post-Implementation Support For Integration & Scaling: Following a successful pilot, we support organizations in scaling AI solutions across the enterprise. We determine the most effective scaling strategy, such as implementing a phased approach for controlled testing and monitoring. We automate processes like model retraining and system monitoring, providing ongoing support and maintenance for smooth integration with existing systems, and collaborating closely with stakeholders to address any challenges that arise. This ensures a seamless transition from pilot projects to full-scale AI deployment, with continuous support throughout the implementation lifecycle.

5.2.5 Training, Adoption & Capacity Building

NeuroSoph's comprehensive knowledge transfer plan for AI solutions includes:

- **Extensive Documentation:** Detailed user manuals, technical specifications, security protocols, and configuration details, along with a regularly updated knowledge base featuring FAQs, troubleshooting guides, and best practices.
- **Interactive Training:** Workshops and training sessions covering key features, content updates, and troubleshooting techniques to equip users with practical skills for effective implementation and management.
- **Stakeholder Engagement:** Cross-departmental collaboration in identifying and developing AI use cases to promote transparency and alignment with organizational needs.
- **Maintenance & Support:** Extended support period with remote assistance, on-site support, and regular updates on new features, best practices, and industry trends.
- **Feedback & Innovation:** Performance evaluation and improvement suggestions through a feedback mechanism, along with hands-on projects to develop AI-driven solutions for organizational challenges.

5.3.1 Consultant Expertise & Qualifications

a. Demonstrated Experience:

We have extensive experience in providing AI consultancy services to government agencies and the public sector. We are an AWS Select Tier and Public Sector Partner and leverage over 30 years of combined experience to assist state and local governments (SLGs) in developing and implementing responsible AI initiatives.

Key Highlights

- **Partnerships with Government Agencies:** We have collaborated with entities in the Commonwealth of Massachusetts such as the Executive Office of Technology Services and Security (EOTSS), Department of Public Health (DPH), Massachusetts Court System, MassAbility, Department of Transitional Assistance (DTA), Registry of Motor Vehicles, and more.
- **Active Participation in AI Task Forces:** Our involvement in the Rhode Island and Massachusetts AI Task Force Government Groups reinforces our commitment to developing innovative, human-centered AI solutions that address ethical AI use, establish robust regulatory frameworks, and foster public trust.
- **Focus on Responsible AI:** We prioritize transparency, data privacy, and ethical considerations, maintaining human oversight for continuous improvement and ensuring expert review of all content for accuracy.
- **AI Strategy and Consulting:** We help government entities assess AI readiness, develop strategic roadmaps, and implement initiatives that align with their goals and regulatory requirements.

b. Proficiency in AI Technologies:

- **Machine learning (ML):** We develop and deploy ML models that optimize government operations and processes.
- **Generative AI:** We deliver controllable, robust, and transparent generative AI to enhance digital assistants and chatbots, improving public communication and engagement.
- **Natural Language Processing (NLP):** Our team excels in NLP, building sophisticated language models for government applications, such as AI chatbots.
- **Large Language Models (LLMs):** We leverage the latest AI models that are trained to understand and generate human-like text, enhancing resident interaction and satisfaction.
- **Deep Learning:** Our cutting-edge AI solutions incorporate deep learning techniques, including neural networks with multiple layers, to model complex patterns in large datasets.
- **Prompt Engineering:** We optimize AI model performance by engineering precise and effective prompts to improve accuracy and relevance.
- **AI Chatbots:** We specialize in AI chatbots that reduce administrative workload, handle routine inquiries, and provide responsive and accurate assistance to residents.
- **Optical Character Recognition (OCR):** Our OCR solutions convert various types of government documents into editable and searchable data.
- **Traditional AI:** AI that uses predefined rules and logic to simulate human intelligence, relying on heavily labeled datasets and producing predictable results.
- **Systems Integration:** We provide customized AI solutions that seamlessly integrate with existing government infrastructure, enhancing overall operational efficiency and performance.
- **LLM Response Selector:** We ensure reliable, ethical interactions by having LLMs choose from human approved responses, providing exceptional reliability with accountability and trust.
- **Assisted Intake:** Our assisted intake solutions streamline the process of gathering and processing information, improving accuracy and reducing processing time.

c. Experience in AI Ethics, Data Privacy & Security: NeuroSoph is committed to responsible AI development, adhering to the NIST AI Risk Framework and prioritizing fairness, accountability, and inclusivity in AI systems. We emphasize data privacy and security compliance throughout the AI development process, collaborating with diverse stakeholders, maintaining human oversight, and conducting rigorous testing. Our extensive experience in the public sector, including participation in the Massachusetts and Rhode Island AI Task Forces, equips us with practical knowledge in crafting transparent, ethical and responsible AI strategies for government settings.

d. Proven Success in Developing AI Strategies & Roadmaps: NeuroSoph has a proven track record for developing AI strategies and roadmaps, particularly in the public sector. Our comprehensive AI strategy and consulting services assist government entities in assessing AI readiness, planning, developing, implementing, and maintaining effective and responsible AI initiatives that align with their goals, ethical standards, and regulatory requirements.

Our implementation and support services encompass a wide range of offerings, including infrastructure and technology recommendations, data preparation, proof of concepts, custom AI model development, pilot projects, deployment and integration, as well as ongoing support and maintenance. We tailor our AI implementation process to meet each customer's specific needs, carefully considering their unique goals and existing infrastructure.

NeuroSoph has successfully collaborated with numerous government agencies in Massachusetts, including the Executive Office of Technology Services and Security (EOTSS), Registry of Motor Vehicles (RMV), Department of Public Health (DPH), Department of Transitional Assistance (DTA), MassAbility, and more. We have included examples of successful implementations and references in sections 3 and 4.

e. Collaboration & Translating Technical Terms: We ensure seamless project execution by assigning a dedicated project manager to each project. This manager is responsible for maintaining clear and effective communication, ensuring top-notch service delivery, and working collaboratively with internal teams to provide comprehensive, easy-to-read documentation of technical concepts. This collaborative approach ensures that all stakeholders, including those without technical skills, are well-informed and aligned throughout the project lifecycle.

f. Experience with Public Sector Compliance & Ethical Standards: NeuroSoph is deeply committed to public sector compliance and ethical standards in AI. Our active participation in AI Task Force Government Working Groups in Rhode Island and Massachusetts helps shape frameworks for responsible AI implementation in government services. As an AWS Select Tier and Public Sector Partner with over 30 years of combined experience, we deliver innovative and transparent AI solutions that enhance service delivery and operational efficiency for government agencies. Our approach prioritizes adherence to relevant AI guidelines, maintaining human oversight for ethical and responsible AI deployments.

5.3.2 Data Security & Privacy Compliance

a. Compliance With Data Privacy Laws: NeuroSoph ensures compliance with all applicable federal, state, and local data privacy laws by conducting thorough reviews of relevant regulations such as FOIA, grant requirements, and various local, state, and federal laws. As AWS Public Sector, Qualified Software and Select Tier Partners, we utilize AWS tools for comprehensive auditing and compliance checks. Moreover, we regularly perform reviews and updates to align with evolving standards and collaborate with government partners to ensure we meet regulatory requirements.

b. Documentation for Data Protection Regulations: NeuroSoph provides all documentation demonstrating adherence to data protection regulations or equivalent local laws.

c. Security Measures for Protecting Sensitive Information: NeuroSoph implements robust security measures including advanced encryption standards for data in transit and at rest using secure protocols and advanced algorithms. We regularly update our encryption keys and algorithms to stay ahead of threats and implement end-to-end encryption where necessary. Additionally, we scrub any personally identifiable information (PII) from the data, if needed, ensuring sensitive information remains confidential, secure and compliant.

Furthermore, as AWS Select Tier, Qualified Software, and Public Sector Partners, we leverage AWS's comprehensive suite of compliance and security features to ensure the security and compliance of our AI solutions. We use these tools to continually monitor performance and security to identify and address and potential issues – including regular security audits, vulnerability assessments, and compliance checks.

5.3.3 Project Management & Reporting

a. Regular Project Status Updates: We provide regular project status updates and attend meetings as needed with the organization's project management team to ensure clear and timely communication throughout the project lifecycle.

b. Detailed Final Report: Upon project completion, we submit a comprehensive final report that includes AI strategy and implementation recommendations, project outcomes and results, lessons learned, and best practices. The report also provides technical documentation, a future roadmap, and stakeholder feedback to inform future AI initiatives and identify areas for improvement.

c. Adherence to Deadlines & Documentation: NeuroSoph is committed to delivering projects on time, within budget, and to the highest standards of quality and compliance, leveraging our extensive experience working with multiple government agencies to meet requirements effectively.

5.3.4 Budget & Cost Estimates

For detailed pricing information, please refer to the NeuroSoph Pricing spreadsheet. Note that additional costs for software licensing, hosting, support, and data storage may apply, depending on the specific scope and requirements of the AI solution.

We offer flexible pricing structures tailored to each project's unique needs, including time and materials, fixed-price contracts, and customized arrangements, to ensure clients receive the best value for their investment.

5.3.5 Data Strategy & Management

a. Data Quality Controls: We prioritize data integrity and accuracy in AI model development by implementing rigorous data validation and enrichment processes. We use techniques such as data profiling, quality checks, and cleansing to identify and address inaccuracies, and employ data normalization, feature engineering, and data augmentation to enhance dataset quality. This ensures that our AI models are built on a foundation of trustworthy and accurate data, supporting reliable and accurate outputs.

b. Data Governance Framework: We collaborate with stakeholders to establish a robust governance framework that outlines clear policies for data ownership, usage rights, and stewardship roles, ensuring responsible data management. We provide detailed documentation addressing data management, security, and privacy requirements to facilitate compliance with public sector regulations. Additionally, we implement version control and data lineage tracking processes to maintain data provenance and transparency, enabling trust in AI-driven decision-making.

c. Data Privacy Assurance: We implement robust data protection methodologies to safeguard sensitive information throughout the AI model lifecycle. This includes scrubbing personally identifiable information (PII) from datasets using techniques such as data masking, pseudonymization, and encryption. Our approach ensures compliance with data privacy regulations such as minimizing the risk of unauthorized access or misuse of sensitive information.

d. Data Security Protocols: We prioritize data security by implementing robust measures to ensure confidentiality, integrity, and availability. This includes strong encryption algorithms, access controls, and thorough risk assessments to identify and mitigate vulnerabilities. We have a detailed incident response plan in place and follow secure data storage and backup practices, adhering to the 3-2-1 rule and using immutable storage solutions to prevent data tampering or deletion.

e. Ongoing Data Strategy Evaluation: We recognize the need for evolving data strategies to address changing regulations and technological advancements. Our approach includes a plan for periodic evaluation and updates, enabling clients to adapt to new requirements and leverage emerging technologies. We also provide training and workshops to empower internal teams to manage and uphold the organization's data strategy, ensuring long-term success and sustainability of data-driven initiatives.

5.3.6 Ethical AI Requirements

a. Ethical Framework Alignment:

NeuroSoph Inc.'s proposed AI solutions align closely with industry-standard ethical guidelines and the organization's specific principles in several key ways:

- **NIST Framework Alignment:** Our Responsible AI Development Policy is grounded in the NIST AI Risk Management Framework, ensuring adherence to recognized standards for ethical AI and risk management.
- **Human-Centered Approach:** We integrate human-centered principles throughout the AI lifecycle, ensuring that human oversight and control are prioritized in decision-making.
- **Ethical Standards & Governance:** Ethical standards and robust security frameworks are embedded in our AI implementations, promoting accountability and governance in line with industry standards.

- **Stakeholder Collaboration:** At NeuroSoph we maintain ongoing dialogue with diverse groups to address policy considerations and ethical concerns in AI development.
- **Continuous Monitoring:** We commit to ongoing monitoring to ensure our AI systems align with organizational values and ethical standards, facilitating responsible use.
- **Transparency & Explainability:** NeuroSoph's solutions emphasize transparency and explainability, adhering to key principles for ethical AI development.

NeuroSoph's approach to integrating fairness and inclusiveness into AI development focuses on:

- **Diverse Data Training:** We use diverse and representative datasets to train AI models, reducing the risk of biased outputs.
- **Bias Mitigation:** NeuroSoph actively identifies and address biases in both datasets and algorithms to prevent discriminatory outcomes.
- **Human-Centered Design:** We involve diverse stakeholders and users throughout the development process to identify and mitigate potential biases.
- **Adherence to Standards:** NeuroSoph follows established guidelines like the NIST AI Risk Framework to ensure fairness, accountability, and inclusivity.
- **Continuous Improvement:** Our methodologies are regularly updated to address emerging fairness concerns and incorporate best practices.
- **Rigorous Testing:** NeuroSoph conducts thorough testing to identify and eliminate biases before deployment.
- **Stakeholder Collaboration:** At NeuroSoph we maintain ongoing dialogue with diverse groups to address policy considerations and ethical concerns in AI development.
- **Privacy Protection:** NeuroSoph prioritizes user privacy in our AI applications, ensuring fair and ethical data usage.
- **Transparency:** We commit to making our AI systems as transparent as possible, allowing for scrutiny and trust-building.

b. Bias Detection & Mitigation:

NeuroSoph is committed to identifying and reducing bias in AI training data and algorithms by using the following techniques:

- **Comprehensive Approach to Fairness and Equity:** Ensure fairness and equity in AI-driven decisions by identifying and reducing bias in training data and algorithms.
- **Diverse & Representative Datasets:** Train models on carefully sourced datasets to maintain balanced representation across demographic groups.
- **Rigorous Data Auditing:** Conduct thorough audits to address biases in datasets, preventing discriminatory outcomes from the outset.
- **Algorithmic Fairness Techniques:** Implement techniques during model training to further mitigate bias.
- **Specialized Bias Detection Tools:** Utilize tools for continuous monitoring of bias throughout the AI lifecycle.
- **Human-Centered Design Approach:** Involve diverse stakeholders and end-users in the development process to identify potential biases that may not be apparent in data or algorithms alone.
- **Cross-Validation Testing:** Conduct testing across different subgroups to ensure consistent model performance and address disparities in accuracy.
- **Combination of Technical Approaches & Stakeholder Insights:** Strive to create AI systems that are technically sound, fair, equitable, and respectful of human values, actively working to prevent discriminatory outcomes.

To effectively track bias throughout the deployment and operation of our AI system, we propose the following ongoing monitoring techniques:

- **Continuous Monitoring:** Implement continuous monitoring to maintain data quality standards, which is essential for the performance and accuracy of AI models.
- **Regular Audits:** Conduct regular audits to ensure compliance with data quality standards and identify inconsistencies or errors that could introduce bias.

- **Stakeholder Engagement:** Engage with stakeholders to gather diverse perspectives on potential biases, helping to identify blind spots in the system.
- **Ongoing Training:** Provide continuous training for team members and stakeholders to reinforce expectations around data quality and bias prevention.
- **Comprehensive Documentation:** Offer detailed documentation that guides users through functionalities and usage scenarios, aiding in the identification of potential biases.
- **Transparency and Explainability:** Prioritize transparency by documenting development processes, data sources, and decision-making algorithms, making it easier to track bias.
- **User Feedback Mechanisms:** Establish systems for users to report perceived biases, facilitating prompt identification and resolution.

c. Transparency Protocols:

We prioritize transparency and explainability in our AI solutions, providing clear and comprehensive documentation that reveals how AI-driven decisions are made. This includes detailed information on development processes, data sources, and decision-making algorithms.

To ensure transparency and explainability in our AI solutions, we implement a comprehensive documentation process that provides insight into data sources, decision logic, and model outputs. Key components includes:

- **Data Source Documentation:** Detailed information on data collection methods, quality, and potential biases.
- **Decision Logic Transparency:** Clear explanations of algorithms and models used, along with flowcharts or diagrams of the decision-making process.
- **Model Output Interpretation:** Guidelines for interpreting model outputs, including confidence levels and potential limitations.
- **Development Process Insights:** Overview of the development lifecycle, key decisions, and version history.
- **User Guides:** Step-by-step documentation for setup, configuration, and usage scenarios, including troubleshooting sections.
- **Explainability Reports:** Regular reports detailing how specific decisions were made, along with case studies illustrating real-world scenarios.

d. Accountability Measures:

To define accountability measures for AI development and use, we propose the following framework that emphasizes tracking actions, decisions, and changes to the model:

- **Embedding Ethical Standards & Compliance:** Integrate ethical standards, security frameworks, and compliance measures into AI implementations to ensure accountability and governance.
- **Continuous Monitoring:** Implement ongoing monitoring to verify alignment with organizational values and ethical standards, ensuring responsibility and integrity.
- **Regular Audits:** Conduct regular audits to assess adherence to guidelines and identify inconsistencies in AI performance.
- **Documentation of Actions & Decisions:** Maintain detailed documentation tracking all actions, decisions, and changes made to the AI model, including data sources and decision logic.
- **Human Oversight:** Ensure human oversight at every stage of development and deployment, allowing for intervention to uphold ethical standards.
- **Cross-Jurisdictional Consistency:** Adhere to relevant AI guidelines across all jurisdictions to ensure compliance and ethical consistency.
- **Explainable AI (XAI):** Utilize explainable AI techniques to provide clear justifications for AI-driven decisions, enhancing transparency.
- **Stakeholder Engagement:** Engage stakeholders throughout the development process to gather feedback on performance and address ethical concerns.
- **Feedback Mechanisms:** Establish channels for users to report issues or concerns related to AI decisions for prompt investigation.

We propose periodic reviews of data quality, model performance, and decision-making processes. Additionally, we recommend implementing automated

auditing tools and conducting human-led evaluations to detect and address potential biases, errors, or non-compliance issues.

e. Impact Assessments:

Regular Ethical Impact Assessments: NeuroSoph's approach to ethical impact assessments is rooted in our Responsible AI Development Policy, which aligns with the NIST AI Risk Management Framework. We conduct thorough risk assessments to identify potential harms and implement targeted measures to mitigate these risks. Our assessments evaluate societal, cultural, and operational impacts by:

- Involving diverse stakeholders and users in the development process to identify and mitigate biases.
- Training models on diverse and representative datasets to promote fairness and equity.
- Continuously monitoring AI systems to verify alignment with organizational values and ethical standards.

Framework for Addressing Findings:

- **Transparency & Explainability:** NeuroSoph provides clear and comprehensive documentation on how AI-driven decisions are made, including development processes, data sources, and decision-making algorithms. This transparency allows for easier identification and correction of issues.
- **Accountability & Governance:** we embed ethical standards, robust security frameworks, and compliance measures into our AI implementations. This ensures a structured approach to addressing any findings from impact assessments.
- **Continuous Monitoring:** we verify that AI systems align with organizational values and ethical standards through ongoing monitoring, which allows timely corrective actions when needed.
- **AI Task Force Involvement:** As active members of the Rhode Island and Massachusetts Government AI Task Force Groups, we stay informed about the latest standards and guidelines, enabling us to quickly adapt framework and implement corrective actions based on emerging best practices.

5.4 Deliverables

NeuroSoph is well-equipped to deliver the following:

a. Initial AI Strategy Report:

- Comprehensive analysis of NCTCOG's current technological landscape.
- Identification of key AI opportunities aligned with organizational goals.
- Preliminary recommendations for AI integration.

b. Feasibility Study with AI Use Case Recommendations:

- Detailed evaluation of proposed AI use cases.
- In-depth data strategy component covering quality, governance, and integration readiness.
- Pros, cons, and cost-benefit analysis for each recommended AI application.

c. 5-Year AI Roadmap & Implementation Plan:

- Phased approach for AI adoption across NCTCOG and member organizations.
- Detailed timelines, deliverables, resource allocation, and budget projections.
- Risk assessment and mitigation strategies.

d. Pilot Implementation Plan:

- Selection criteria for pilot projects.
- Detailed execution strategy for chosen pilots.
- KPIs and success metrics.

e. Staff Training Sessions & Knowledge Transfer:

- Customized training modules for different organizational levels.
- Hands-on workshops and practical AI application sessions.
- Comprehensive knowledge transfer documentation.

f. Ethical AI Guidelines Documentation:

- Detailed framework for ethical AI implementation.
- Bias detection and mitigation strategies.
- Accountability and transparency measures.

g. Final Project Report:

- Comprehensive evaluation of implemented AI initiatives and lessons learned.
- Measurable outcomes and impact assessment.
- Strategic recommendations for future AI integration and expansion.

5.5 Warranty/Guarantee

At NeuroSoph, we offer a comprehensive warranty for our AI products and services tailored to the unique needs of public sector organizations. Our warranty covers:

- **Data Verification:** Ensuring high-quality, accurate data that meets government agency standards.
- **Regulatory Compliance:** Guaranteeing adherence to relevant laws and regulations.
- **Third-Party Guarantee:** Providing an additional layer of assurance for performance, fairness, and robustness.

This warranty gives government entities confidence in our AI solutions, ensuring reliability and trustworthiness in the delivery of public services.

ATTACHMENT I: INSTRUCTIONS
FOR PROPOSALS COMPLIANCE AND SUBMITTAL

Compliance with the Solicitation

Submissions must be in strict compliance with this solicitation. Failure to comply with all provisions of the solicitation may result in disqualification.

Compliance with the NCTCOG Standard Terms and Conditions

By signing its submission, Offeror acknowledges that it has read, understands and agrees to comply with the NCTCOG standard terms and conditions.

Acknowledgment of Insurance Requirements

By signing its submission, Offeror acknowledges that it has read and understands the insurance requirements for the submission. Offeror also understands that the evidence of required insurance must be submitted within ten (10) working days following notification of its offer being accepted; otherwise, NCTCOG may rescind its acceptance of the Offeror's proposals. The insurance requirements are outlined in Section 2.2 - General Terms and Conditions.

Name of Organization/Contractor(s):

Tushar Banerji

Signature of Authorized Representative: 

Date: January 10, 2025

ATTACHMENT II: CERTIFICATIONS OF OFFEROR

I hereby certify that the information contained in this proposal and any attachments is true and correct and may be viewed as an accurate representation of proposed services to be provided by this organization. I certify that no employee, board member, or agent of the North Central Texas Council of Governments has assisted in the preparation of this proposal. I acknowledge that I have read and understand the requirements and provisions of the solicitation and that the organization will comply with the regulations and other applicable local, state, and federal regulations and directives in the implementation of this contract.

I also certify that I have read and understood all sections of this solicitation and will comply with all the terms and conditions as stated; and furthermore that I, Tushar Banerji (typed or printed name) certify that I am the President and CEO (title) of the corporation, partnership, or sole proprietorship, or other eligible entity named as offeror and respondent herein and that I am legally authorized to sign this offer and to submit it to the North Central Texas Council of Governments, on behalf of said offeror by authority of its governing body.

Name of Organization/Contractor(s):

NeuroSoph Inc.

Signature of Authorized Representative: 

Date: January 10, 2025

ATTACHMENT III: CERTIFICATION
REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

This certification is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 93, Government-wide Debarment and Suspension, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668, 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned certifies, to the best of his or her knowledge and belief, that both it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;

2. Have not within a three-year period preceding this contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction, violation of federal or State antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false Proposals, or receiving stolen property;

3. Are not presently indicated for or otherwise criminally or civilly charged by a government entity with commission of any of the offense enumerated in Paragraph (2) of this certification; and,

4. Have not within a three-year period preceding this contract had one or more public transactions terminated for cause or default.

Where the prospective recipient of federal assistance funds is unable to certify to any of the qualifications in this certification, such prospective recipient shall attach an explanation to this certification form.

Name of Organization/Contractor(s):

NeuroSoph Inc.

Signature of Authorized Representative: 

Date: January 10, 2025

ATTACHMENT IV: RESTRICTIONS ON LOBBYING

Section 319 of Public Law 101-121 prohibits recipients of federal contracts, grants, and loans exceeding $100,000 at any tier under a federal contract from using appropriated funds for lobbying the Executive or Legislative Branches of the federal government in connection with a specific contract, grant, or loan. Section 319 also requires each person who requests or receives a federal contract or grant in excess of $100,000 to disclose lobbying.

No appropriated funds may be expended by the recipient of a federal contract, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any federal executive department or agency as well as any independent regulatory commission or government corporation, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan the entering into of any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

As a recipient of a federal grant exceeding $100,000, NCTCOG requires its subcontractors of that grant to file a certification, set forth in Appendix B.1, that neither the agency nor its employees have made, or will make, any payment prohibited by the preceding paragraph.

Subcontractors are also required to file with NCTCOG a disclosure form, set forth in Appendix B.2, if the subcontractor or its employees have made or have agreed to make any payment using nonappropriated funds (to include profits from any federal action), which would be prohibited if paid for with appropriated funds.

LOBBYING CERTIFICATION
FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge or belief, that:

1. No federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an officer or employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal loan, the entering into of any cooperative Contract, and the extension, continuation, renewal, amendment, or modification or any federal contract, grant, loan, or cooperative contract; and

2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, and or cooperative contract, the undersigned shall complete and submit Standard Form – LLL, "Disclosure Form to Report Lobbying", in accordance with the instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers and that all sub-recipients shall certify accordingly.

Name of Organization/Contractor(s):

NeuroSoph Inc.

Signature of Authorized Representative: 

Date: January 10, 2025

ATTACHMENT V: DRUG-FREE WORKPLACE CERTIFICATION

The NeuroSoph Inc. (company name) will provide a Drug Free Work Place in compliance with the Drug Free Work Place Act of 1988. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on the premises of the NeuroSoph Inc. (company name) or any of its facilities. Any employee who violates this prohibition will be subject to disciplinary action up to and including termination. All employees, as a condition of employment, will comply with this policy.

CERTIFICATION REGARDING DRUG-FREE WORKPLACE

This certification is required by the Federal Regulations Implementing Sections 5151-5160 of the Drug-Free Workplace Act, 41 U.S.C. 701, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668 and 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned subcontractor certifies it will provide a drug-free workplace by:

Publishing a policy Proposal notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the consequences of any such action by an employee;

Establishing an ongoing drug-free awareness program to inform employees of the dangers of drug abuse in the workplace, the subcontractor's policy of maintaining a drug-free workplace, the availability of counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed on employees for drug violations in the workplace;

Providing each employee with a copy of the subcontractor's policy Proposal;

Notifying the employees in the subcontractor's policy Proposal that as a condition of employment under this subcontract, employees shall abide by the terms of the policy Proposal and notifying the subcontractor in writing within five days after any conviction for a violation by the employee of a criminal drug abuse statue in the workplace;

Notifying the Board within ten (10) days of the subcontractor's receipt of a notice of a conviction of any employee; and,

Taking appropriate personnel action against an employee convicted of violating a criminal drug statue or requires such employee to participate in a drug abuse assistance or rehabilitation program.

Name of Organization/Contractor(s):

NeuroSoph Inc.

Signature of Authorized Representative: 

Date: January 10, 2025

ATTACHMENT VI: DISCLOSURE OF CONFLICT OF INTEREST
CERTIFICATION REGARDING DISCLOSURE OF CONFLICT OF INTEREST

The undersigned certifies that, to the best of his or her knowledge or belief, that:

"No employee of the contractor, no member of the contractor's governing board or body, and no person who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this contract shall participate in any decision relating to this contract which affects his/her personal pecuniary interest.

Executives and employees of contractor shall be particularly aware of the varying degrees of influence that can be exerted by personal friends and associates and, in administering the contract, shall exercise due diligence to avoid situations which give rise to an assertion that favorable treatment is being granted to friends and associates. When it is in the public interest for the contractor to conduct business with a friend or associate of an executive or employee of the contractor, an elected official in the area or a member of the North Central Texas Council of Governments, a permanent record of the transaction shall be retained.

Any executive or employee of the contractor, an elected official in the area or a member of the NCTCOG, shall not solicit or accept money or any other consideration from a third person, for the performance of an act reimbursed in whole or part by contractor or Department. Supplies, tools, materials, equipment or services purchased with contract funds shall be used solely for purposes allowed under this contract. No member of the NCTCOG shall cast a vote on the provision of services by that member (or any organization which that member represents) or vote on any matter which would provide a direct or indirect financial benefit to the member or any business or organization which the member directly represents".

No officer, employee or paid consultant of the contractor is a member of the NCTCOG.

No officer, manager or paid consultant of the contractor is married to a member of the NCTCOG.

No member of NCTCOG directly owns, controls or has interest in the contractor.

The contractor has disclosed any interest, fact, or circumstance that does or may present a potential conflict of interest.

No member of the NCTCOG receives compensation from the contractor for lobbying activities as defined in Chapter 305 of the Texas Government Code.

Should the contractor fail to abide by the foregoing covenants and affirmations regarding conflict of interest, the contractor shall not be entitled to the recovery of any costs or expenses incurred in relation to the contract and shall immediately refund to the North Central Texas Council of Governments any fees or expenses that may have been paid under this contract and shall further be liable for any other costs incurred or damages sustained by the NCTCOG as it relates to this contract.

Name of Organization/Contractor(s):

NeuroSoph Inc.

Signature of Authorized Representative: 

Date: January 10, 2025

ATTACHMENT VII: CERTIFICATION OF FAIR BUSINESS PRACTICES

That the submitter has not been found guilty of unfair business practices in a judicial or state agency administrative proceeding during the preceding year. The submitter further affirms that no officer of the submitter has served as an officer of any company found guilty of unfair business practices in a judicial or state agency administrative during the preceding year.

Name of Organization/Contractor(s):

NeuroSoph Inc.

Signature of Authorized Representative: 

Date: January 10, 2025

ATTACHMENT VIII: CERTIFICATION OF GOOD STANDING
TEXAS CORPORATE FRANCHISE TAX CERTIFICATION

Pursuant to Article 2.45, Texas Business Corporation Act, state agencies may not contract with for profit corporations that are delinquent in making state franchise tax payments. The following certification that the corporation entering into this offer is current in its franchise taxes must be signed by the individual authorized on Form 2031, Corporate Board of Directors Resolution, to sign the contract for the corporation.

The undersigned authorized representative of the corporation making the offer herein certified that the following indicated Proposal is true and correct and that the undersigned understands that making a false Proposal is a material breach of contract and is grounds for contract cancellation.

Indicate the certification that applies to your corporation:

☑ The Corporation is a for-profit corporation and certifies that it is not delinquent in its franchise tax payments to the State of Texas.

☐ The Corporation is a non-profit corporation or is otherwise not subject to payment of franchise taxes to the State of Texas.

Type of Business (if not corporation):

☐ Sole Proprietor

☐ Partnership

☐ Other

Pursuant to Article 2.45, Texas Business Corporation Act, the North Central Texas Council of Governments reserves the right to request information regarding state franchise tax payments.

Tushar Banerji

(Printed/Typed Name and Title of Authorized Representative)

Signature

Date: January 10, 2025

ATTACHMENT IX: HISTORICALLY UNDERUTILIZED BUSINESSES, MINORITY OR WOMEN-OWNED OR DISADVANTAGED BUSINESS ENTERPRISES

Historically Underutilized Businesses (HUBs), minority or women-owned or disadvantaged businesses enterprises (M/W/DBE) are encouraged to participate in the solicitation process.

NCTCOG recognizes the certifications of most agencies. HUB vendors must submit a copy of their certification for consideration during the evaluation of their proposal. Please attach the copy to this form. This applies only to the Offeror and not a subcontractor.

Texas vendors who are not currently certified are encouraged to contact either the Texas United Certification Program, State of Texas HUB Program, or the North Central Texas Regional Certification Agency, among others. Contact:

State of Texas HUB Program
Texas Comptroller of Public Accounts
Lyndon B. Johnson State Office Building
111 East 17th Street
Austin, Texas 78774
(512) 463-6958
http://www.window.state.tx.us/procurement/prog/hub/

North Central Texas Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, TX 76011
(817) 640-0606
http://www.nctrca.org/certification.html

Texas United Certification Program
USDOT website at
https://www.transportation.gov/DBE

You must include a copy of your certification document as part of this solicitation to receive points in the evaluation.

Vendor to Sign Below to Attest to Validity of Certification:

NeuroSoph Inc.
Vendor Name

Authorized Signature

Tushar Banerji
Typed Name

January 10, 2025
Date

☑ **Not applicable.**

ATTACHMENT X: NCTCOG FEDERAL AND STATE OF TEXAS REQUIRED PROCUREMENT PROVISIONS

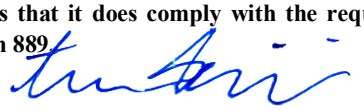
The following provisions are mandated by Federal and/or State of Texas law. Failure to certify to the following will result in disqualification of consideration for contract. Entities or agencies that are not able to comply with the following will be ineligible for consideration of contract award.

PROHIBITED TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT CERTIFICATION

This Contract is subject to the Public Law 115-232, Section 889, and 2 Code of Federal Regulations (CFR) Part 200, including §200.216 and §200.471, for prohibition on certain telecommunications and video surveillance or equipment. Public Law 115-232, Section 889, identifies that restricted telecommunications and video surveillance equipment or services (e.g., phones, internet, video surveillance, cloud servers) include the following:

A) Telecommunications equipment that is produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliates of such entities).
B) Video surveillance and telecommunications equipment produced by Hytera Communications Corporations, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliates of such entities).
C) Telecommunications or video surveillance services used by such entities or using such equipment.
D) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, Director of the National Intelligence, or the Director of the Federal Bureau of Investigation reasonably believes to be an entity owned or controlled by the government of a covered foreign country. The entity identified below, through its authorized representative, hereby certifies that no funds under this Contract will be obligated or expended to procure or obtain telecommunication or video surveillance services or equipment or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as a critical technology as part of any system prohibited by 2 CFR §200.216 and §200.471, or applicable provisions in Public Law 115-232 Section 889.

☑ **The Contractor or Subrecipient hereby certifies that it does comply with the requirements of 2 CFR §200.216 and §200.471, or applicable regulations in Public Law 115-232 Section 889.**

SIGNATURE OF AUTHORIZED PERSON: 

NAME OF AUTHORIZED PERSON: Tushar Banerji

NAME OF COMPANY: NeuroSoph Inc.

DATE: January 10, 2025

-OR-

☐ **The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of 2 CFR §200.216 and §200.471, or applicable regulations in Public Law 115-232 Section 889.**

SIGNATURE OF AUTHORIZED PERSON: _____

NAME OF AUTHORIZED PERSON: _____

NAME OF COMPANY: _____

DATE: _____

EXHIBIT 1: SERVICE DESIGNATION AREAS

	Texas Service Area Designation or Identification		
Proposing Firm Name:	NeuroSoph Inc.		
Notes:	**Indicate in the appropriate box whether you are proposing to service the entire state of Texas**		
	Will service the entire state of Texas	Will not service the entire state of Texas	
	☑	☐	
	If you are not proposing to service the entire state of Texas, designate on the form below the regions that you are proposing to provide goods and/or services to. By designating a region or regions, you are certifying that you are willing and able to provide the proposed goods and services.		
Item	**Region**	**Metropolitan Statistical Areas**	**Designated Service Area**
1.	North Central Texas	16 counties in the Dallas-Fort Worth Metropolitan area	
2.	High Plains	Amarillo Lubbock	
3.	Northwest	Abilene Wichita Falls	
4.	Upper East	Longview Texarkana, TX-AR Metro Area Tyler	
5.	Southeast	Beaumont-Port Arthur	
6.	Gulf Coast	Houston-The Woodlands-Sugar Land	
7.	Central Texas	College Station-Bryan Killeen-Temple Waco	
8.	Capital Texas	Austin-Round Rock	
9.	Alamo	San Antonio-New Braunfels Victoria	
10.	South Texas	Brownsville-Harlingen Corpus Christi Laredo McAllen-Edinburg-Mission	
11.	West Texas	Midland Odessa San Angelo	
12.	Upper Rio Grande	El Paso	

(Exhibit 1 continued on next page)

(Exhibit 1 continued)

	Nationwide Service Area Designation or Identification Form		
Proposing Firm Name:	NeuroSoph Inc.		
Notes:	**Indicate in the appropriate box whether you are proposing to provide service to all Fifty (50) States.**		
	Will service all fifty (50) states	Will not service fifty (50) states	
	☑	☐	
	If you are not proposing to service to all fifty (50) states, then designate on the form below the states that you will provide service to. By designating a state or states, you are certifying that you are willing and able to provide the proposed goods and services in those states. **If you are only proposing to service a specific region, metropolitan statistical area (MSA), or City in a State, then indicate as such in the appropriate column box.**		

Item	**State**	**Region/MSA/City (write "ALL" if proposing to service entire state)**	**Designated as a Service Area**
1.	Alabama		
2.	Alaska		
3.	Arizona		
4.	Arkansas		
5.	California		
6.	Colorado		
7.	Connecticut		
8.	Delaware		
9.	Florida		
10.	Georgia		
11.	Hawaii		
12.	Idaho		
13.	Illinois		
14.	Indiana		
15.	Iowa		
16.	Kansas		
17.	Kentucky		
18.	Louisiana		
19.	Maine		
20.	Maryland		

21.	Massachusetts		
22.	Michigan		
23.	Minnesota		
24.	Mississippi		
25.	Missouri		
26.	Montana		
27.	Nebraska		
28.	Nevada		
29.	New Hampshire		
30.	New Jersey		
31.	New Mexico		
32.	New York		
33.	North Carolina		
34.	North Dakota		
35.	Ohio		
36.	Oregon		
37.	Oklahoma		
38.	Pennsylvania		
39.	Rhode Island		
40.	South Carolina		
41.	South Dakota		
42.	Tennessee		
43.	Texas		
44.	Utah		
45.	Vermont		
46.	Virginia		
47.	Washington		
48.	West Virginia		
49.	Wisconsin		
50.	Wyoming		

End of Exhibit 1