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Fiscal Agent for
Central Indiana First Steps

12/8/22

Stephanie Nelson, Consultant
Indiana Department of Administration
Procurement Division
402 W. Washington Street, Room W468
Indianapolis, IN 46204

Dear Ms. Nelson and Members of the Selection Committee,

In response to Request for Proposal 23-73695, ProKids, Inc. is pleased to submit a proposal to continue providing First Steps System Point of Entry (SPOE) services in cluster G. ProKids was formed for the sole purpose of meeting the growing needs of the First Steps early intervention system, and has served as the First Steps SPOE in one or more central Indiana counties since its incorporation in 1999. ProKids has successfully served as the SPOE for cluster G since the current regions were defined in 2006, and is now serving approximately 31% of the state First Steps population. ProKids is proud of the extensive experience, expertise, and commitment to First Steps exhibited by its leadership and staff members for 23 years. We are confident that the submitted proposal demonstrates that ProKids meets or exceeds all requirements defined in the solicitation. It has been a privilege to serve our communities and the State of Indiana by delivering consistently high quality SPOE services, and we would be honored to continue.

ProKids, Inc. is an Indiana Non-Profit Domestic Corporation and a 501(c)(3) tax-exempt charitable corporation. ProKids was incorporated in 1999 in the State of Indiana and maintains an active registration with the Indiana Secretary of State (current registration submitted with the RFP as attachment VII, Indiana Secretary of State Registration). As the Executive Director of ProKids, I am authorized to commit to the representations included in the proposal, and can certify that the information offered in the proposal meets all general conditions of this solicitation (authorizing document submitted with the RFP as attachment V, ProKids Inc. Bylaws; see Article VII, Section 2). I am also the principal contact for the proposal, and understand the respondent notification process. My contact information, and other information requested, is below:

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FEIN: 35-2066072

North American Industry Classification System (NAICS) Code: 624110

Thank you for the opportunity to submit this proposal. We look forward to your selection in the hope that we will continue to be entrusted with providing First Steps SPOE services to Indiana's most vulnerable children and families.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Debbi Davis". The signature is fluid and cursive, with a large, stylized "D" and "A".

Debbi Davis
Executive Director