

May 13, 2024

Executive Summary

Teresa Deaton-Reese, CPPB, CPPO
Indiana Department of Administration
Procurement Division
402 W. Washington St., Room W468
Indianapolis, Indiana 46204

Dear Ms. Reese,

Thomas P. Miller and Associates, LLC (TPMA) is pleased to present this response to the state's Request for Proposal No. 25-78986 (RFP) issued by the Indiana Department of Administration on behalf of the Office of Early Childhood and Out of School Learning (OECOSL) is issuing a Request for Proposals to select a Contractor to conduct a comprehensive evaluation of OECOSL's programs and initiatives that support childcare capacity and the workforce.

Headquartered in Indianapolis, TPMA is a national leader in evaluation covering a wide range of programs, from three-month evaluations of single programs to multi-year, multi-state consortium evaluations. Our work providing these evaluations for administering entities such as state agencies, AmeriCorps, K-12 public and higher education systems, as well as community-based organizations across the country has helped refine and improve these programs - benefitting the lives of the individuals and communities these initiatives were intended to serve.

We believe our team is the ideal candidate to work with OECOSL because of our extensive work evaluating the impact of childcare initiatives on the vitality of state and regional economies. This body of work includes the following projects, many of which are detailed in this submission.

- Indiana's Early Childhood Comprehensive Systems Impact Grant for the Indiana State Department of Health
- Regional Childcare Impact Study for the Gateway Area Development District in Kentucky
- MI Nucor Childcare Case Study, for The Manufacturing Institute
- Invest Hamilton County - Childcare Action and Investment Plan, Invest Hamilton County Indiana
- Childcare Impact Study of LaSalle, Marshall, and Putnam Counties for the Regional Office of Education 35 in Illinois
- Southwest Indiana Childcare Impact Report and Action Plan for Building Blocks
- Regional Childcare Impact Study for the Lincoln Trail Area Development District in Kentucky
- Early Learning Impact in Northeast Indiana for Ambassador Enterprises

This extensive experience underscores our deep understanding of the unique challenges and requirements associated with this sector. Our team has collaborated with numerous state and local education agencies to design, implement, and evaluate programs that aim to enhance educational outcomes and support early childhood development. Our work in these areas often involves assessing program effectiveness, identifying areas for improvement, and providing evidence-based recommendations tailored to the specific needs of children and educators. For instance, TPMA has been instrumental in evaluating early childhood education initiatives aimed at improving literacy rates and math skills among preschoolers. We have also supported states and municipalities in rolling out professional development programs for teachers and childcare providers, ensuring that they are equipped with the latest pedagogical strategies and knowledge. In these projects, TPMA not only gathers and analyzes data but also engages with stakeholders including educators, parents, and policy makers to ensure that all perspectives are considered. This collaborative approach helps to create more inclusive and effective educational programs that meet the diverse needs of communities. Moreover, our familiarity with the regulatory and funding frameworks that govern public programs enables us to navigate these systems effectively, ensuring that projects remain compliant and optimally aligned with governmental objectives. This experience positions TPMA as a proficient and reliable partner in advancing early childhood and educational initiatives within government settings.

Many of our evaluation projects have been with repeat clients, which we feel is the greatest testament to our commitment to client satisfaction and superior deliverables. We have worked with Miami Dade College in Florida since 2016. Since that time, we have successfully completed 13 evaluations for federally funded grants focused on strengthening programs and pathways to connect MDC students to good paying jobs, industry credentials, and technical training. Our work has spanned a variety of academic programs related to emerging tech fields, including cybersecurity, cloud computing, AI, applied robotics and increasing the representation of women in tech. Our evaluations, and MDC's programs were supported by funding from the US Dept of Labor, the National Science Foundation, and the US Dept of Education.

Below we provide additional highlights from our evaluation work that positions TPMA as the ideal candidate for this project.

WE KNOW FSSA // As you are likely aware, TPMA has worked with DMHA since 2020 providing these evaluation services for the 39 substance-use prevention programs across Indiana. Our work evaluating the programs, as well as providing training and technical assistance to DMHA and its subgrantees, will enable our team to “hit the ground” running, offering added value to the Division. Our team of professionals known to you and the partner programs will be effective immediately upon contract award. We grasp the full extent of the services, necessary reporting, and the expectations placed on our team.

WE KNOW INDIANA // Our work with Indiana state government organizations includes Indiana Family and Social Services Administration, Indiana Department of Health,

Indiana Department of Education, Indiana Department of Workforce Development, Indiana Economic Development Corporation, Indiana Commission for Higher Education, and the Indiana Office of Defense Development. Additionally, our portfolio of work has placed us on the ground in communities across the state to collect data, drive strategies, and develop meaningful action plans to strengthen the communities throughout Indiana. We are also a certified BUY INDIANA business.

CONDUCTING LARGE-SCALE & COMPLEX EVALUATIONS // In addition to our work with state agencies, TPMA has conducted more than 20 large-scale, multi-year federally funded evaluation projects in the last five years for the U.S. Dept. of Labor, U.S. Dept. of Education, National Science Foundation, and Corporation for National Community Service. These evaluations have included implementation, outcomes, impact, and cost analyses of complex programs. TPMA is well versed at studying the extent to which each objective of a program is met, as well as the extent to which the overall program is effectively accomplishing its goals.

DEVELOPING DATA COLLECTION TOOLS // When evaluating a 14-member consortium implementing a micro-credential program across the Commonwealth of Pennsylvania, TPMA developed quantitative and qualitative data collection tools throughout the evaluation, including common intake forms and customized participant tracking tools, data collection protocols, surveys, facilitation guides, and secure data transfer processes. By utilizing data from multiple qualitative and quantitative sources, TPMA was able to provide a robust and rigorous evaluation to the consortium members, the Pennsylvania Dept. of Labor and Industry, and their funders at the US Dept. of Labor.

As per the requirements of RFP 25-78986, we offer the following statements:

TPMA is current and in good standing with the Indiana Secretary of State. We have placed a copy of our certified business report at the end of this Executive Summary/Transmittal Letter.

As the founder and Chairperson of the Board of TPMA, I, Thomas P. Miller, have the authority to bind the company contractually with my signature.

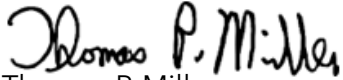
I, Thomas P. Miller, certify that the information offered in this proposal meets all general conditions including the information requested in Section 2.3.4 regarding financial stability. We have included financial statements for our two most recent fiscal years.

TPMA formally expresses here that we agree to extend the prices of awarded products and/or services to other governmental bodies as defined in the RFP.

The principal contact for the Department will be TPMA Senior Consultant Dr. Maureen Hoffmann. Maureen's can be reached by phone at 812-345-0831, or email mhoffmann@tpma-inc.com. Maureen resides in Indiana and her office address is 1250 Indiana Avenue, Indianapolis, IN 46202.

If you have any questions about this proposal, please do not hesitate to contact Dr. Hoffmann. Thank you very much for this opportunity and we look forward to potentially partnering again on this exciting project.

Respectfully submitted,

A handwritten signature in black ink that reads "Thomas P. Miller". The signature is written in a cursive, flowing style.

Thomas P. Miller
Founder and Board President