

Karen D. Brummet, Chief Executive Officer, and President
Indiana Professional Management Group, Inc
1305 Cumberland Avenue, Suite 225
West Lafayette, IN 47906



Subject: Letter of Transmittal

Provided to:
Indiana Department of Administration
Procurement Division
402 W. Washington St., Room W468
Indianapolis, Indiana 46204

Dear Sir or Madam,

On behalf of IPMG, I am providing this letter of transmittal in connection with our submission of the Request for Services, 22-67778 Case Management Services, The Bureau of Developmental Disabilities Services (BDDS) of the Division of Disability and Rehabilitative Services (DDRS) of the Family and Social Services Agency (FSSA).

2.2.1 Agreement with Requirement listed in Section 1

IPMG explicitly acknowledges and understands that the purpose of this Request for Services (RFS) is to identify a core, qualified set of quality-focused Medicaid waiver case management providers to deliver person-centered, conflict-free case management on both the Family Supports Waiver and Community Integration and Habilitation Waiver through a fair and competitive process. IPMG is enrolled as an Indiana Health Coverage Programs (IHCP) provider and understands that if selected, will enter into an additional contract with the State beyond our IHCP Provider Agreement, though the terms related to covered services and payment shall remain governed by the Provider Agreement. Additionally, IPMG agrees with the requirements/conditions listed in Section 1.

2.2.2 Summary of Ability and Desire to Supply the Required Products or Services

It has been IPMG's pleasure since September 1, 2006, to be a certified provider of case management services for participants in Indiana's Home and Community-Based Services (HCBS) program. From September 1, 2006, through August 31, 2012, IPMG was the sole statewide case management provider and assisted the Indiana Family and Social Services Department (FSSA) to transition from a system of over 400 service entities to a single statewide operation. IPMG is proud to provide quality case management services as a waiver provider for the Family Supports Waiver (FSW) and the Community Integration and Habilitation Waiver (CIH). As Indiana's largest provider of Case Management for the FS

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and CIH Waivers, our professionals live in or near the individual's community and can link them to valuable local resources and assist them with becoming valued members of that community. We are also 100% employee-owned through an ESOP formed in 2017. Our employee-owners are proud of the work IPMG does for our community and the State and we look forward to continuing it in the future. IPMG's leadership team includes a Board of Directors, a Chief Executive Officer, Department Directors, and Assistant Directors. They each bring to the table extensive experience in the delivery of services to individuals throughout Indiana. Their experience ensures that IPMG possesses the level of expertise required to respond to the needs of the individuals we serve and deliver services to them in a person-centered and effective manner.

2.2.3 Signature of Authorized Representative

Please refer to attached document 2.3.8 Business Proposal Attachment C. Authorizing Document IPMG Board By-Laws; Article 6, Section 12, giving our Chief Executive Officer/President Karen D. Brummet authority to sign written contracts and agreements on behalf of IPMG.

2.2.4 Respondent Notification

All contact information we have provided is current and accurate to the best of our knowledge, and we acknowledge that all notifications will be via e-mail. We further understand that we must notify the Procurement Division of any changes in any address that may have occurred since the origination of this solicitation.

2.2.5 Confidential Information

We request to claim statutory exemption to the APRA based on the IC 5-14-3-4(a)(5), 18-INF-06; Redaction of Public Procurement Documents Informal Inquiry for the following documents located in the Confidential folder. We are requesting the exemption because these documents contain Confidential Financial Information regarding the company and individuals who have been associated with the company.

- 2.3.3 Business Proposal Attachment C. IPMG 2020 Audited Financials
- 2.3.3 Business Proposal Attachment C. IPMG 2019 Audited Financials

The redacted version of these documents is located in the 2.3.3 Business Proposal Attachment C folder and are labeled as:

- 2.3.3 Business Proposal Attachment C. IPMG 2020 Audited Financials Redacted
- 2.3.3 Business Proposal Attachment C. IPMG 2019 Audited Financials Redacted

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2.2.6 Other Information

For over 14 years, Indiana Professional Management Group has been proud to be Indiana's preeminent provider of case management services. Since its inception in 2006, IPMG has had the unique ability to adapt to change while providing exceptional services to the Individuals and families we are privileged to serve. IPMG's leadership team is comprised of a Board of Directors, a Chief Executive Officer, Department Directors, and Assistant Directors. They each bring to the table a unique and extensive experience in the delivery of services to individuals throughout Indiana. Their experience ensures that this organization possesses the level of expertise required to respond to the needs of the individuals we serve and deliver services to them in a person-centered and effective manner.

IPMG's Case Management Professionals are committed to providing expert Case Management services to Individuals with a Developmental Disability who receive supports through Indiana's Division of Disability and Rehabilitative Services waivers. IPMG Case Managers are expert navigators that can guide and support individuals receiving the Family Supports and Community Integration and Habilitation Waivers to have the information and tools needed to best utilize all available waiver services and supports and to access non-waiver services, including medical, social, educational, and natural community supports. IPMG has developed a vast database of resources that enhance the ability of individuals served to connect to their communities. These resources are available to all IPMG case managers to use on behalf of the individuals they serve. Many of them are posted on our website for direct accessibility by individuals served and their families. Our Case Managers and all of our employees are actually owners of IPMG through our ESOP. Our employee-owned structure has enhanced the commitment to quality and service throughout our organization and has helped us retain the talent we need to be leaders in the field.

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IPMG is committed to being the preeminent provider of Medicaid Waiver Case Management services by representing IPMG on multiple State, regional, and national workgroups and committees, including the DDRS Stakeholder Advisory Committee, the INARF Board of Directors and Professional Development Committee, the INAPSE Board of Directors, the Charting The LifeCourse Ambassador Series, National Association of Case Management Board of Directors, Indiana State Guardianship Board, the System Navigation Advisory Council, the INARF Leadership Academy, the Governmental Affairs Committee, and the State Task Force 1102. IPMG has a long-standing relationship with the Division of Disability and Rehabilitative Services (DDRS) and looks forward to a continued partnership for the benefit of individuals and their families.

Sincerely,

Karen D. Brummet

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