

September 21, 2021

David Brandon-Friedman
Senior Account Manager
Procurement Division
402 W. Washington Street, Room W468
Indianapolis, IN 46204



Re: RFS 22-67778: Clarifications Request

Dear Mr. Brandon-Friedman,

In response to the Clarification Question received today:

- 1. The scope of work states, "Case Managers must be W-2 employees, not contractors. For the purposes of this work, the State considers an employee as someone who is guaranteed a regular wage amount for an hourly, weekly, or other period of time, even when supplemented by a commission or other incentive, and not a flat fee payment as defined by the Internal Revenue Service (<https://www.irs.gov/newsroom/understanding-employee-vs-contractor-designation>). This employee definition and pay structure is directly related to the ability of a case management contractor to be conflict free in the service provision of case management." How does your current or future W-2 employees' compensation structure align with the description above?*

All IPMG Case Managers are W-2 employees following the IRS guidelines. We will continue to have this structure moving forward. All IPMG Case Management professionals are either salary or hourly (for our part-time staff).

Please contact me if you have any questions or concerns.

Sincerely,

Karen D. Brummet
CEO

1305 Cumberland Ave, Suite 225, West Lafayette, IN 47906

Customer Service: 866-672-4764

www.gotoipmg.com

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