



TRANSMITTAL LETTER

K.E. Tompkins, Inc.
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July 1, 2021

David Brandon-Friedman
Indiana Department of Administration
Procurement Division
402 W. Washington St., Room W468
Indianapolis, Indiana 46204

Dear Mr. Brandon-Friedman,

This document is to serve as the transmittal letter for the Request for Services (RFS) proposal submitted by K.E. Tompkins, Inc. d/b/a Unity of Indiana in response to RFS22-67778 released by the Indiana Department of Administration (IDOA) on behalf of The Bureau of Developmental Disabilities Services (BDDS) of the Division of Disability and Rehabilitative Services (DDRS) of the Family and Social Services Agency (FSSA) for Case Management Services. Attachment C: Business Proposal and Attachment D: Technical Proposal were submitted as separate electronic files to the IDOA procurement portal per RFS submission instructions.

Unity of Indiana acknowledges agreement with all requirements and conditions described in section one (1) of the RFS22-67778 document, including but not limited to the procurement process, scope of work vendor qualifications and requisites.

Unity of Indiana attests to its willingness and ability to meet all terms and conditions as described in, though not limited to, Attachment B: Sample Contract. As the longest serving case management provider in Indiana, established in 1998, Unity of Indiana currently provides case management services across all ninety-two (92) counties and is well prepared to meet and exceed all requirements of Section 2.4 of the RFS. Attachment D: Technical Response will provide Unity of Indiana's detailed plan to provide the highest quality case management services, addressing all technical requirements of this RFS.



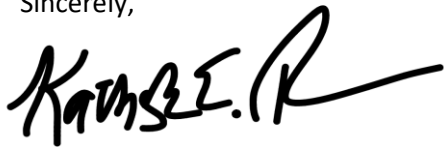
The authorized representative for this RFS response is:

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Please note, for ease of navigation, the portable document file (PDF) version of both Attachment C: Business Proposal and Attachment D: Technical Proposal, as submitted, include bookmarks that navigation to each major section and subsection of the document. Both Attachment C: Business Proposal and Attachment D: Technical Proposal of this RFS response contain appendices located after the narrative response in each PDF. The appendices include both mandatory attachments and additional information that we believe will be helpful for the evaluation of this proposal. In addition to navigation via the bookmarks, each reference to a lettered appendix in document is linked to the corresponding appendix and the reader can navigate to that appendix by simply clicking the blue underlined appendix label (i.e., [Appendix A](#)).

We are excited to respond to this RFS opportunity; it has been a pleasure to serve the State of Indiana, individuals with disabilities, and their families/caregivers as a trusted case management provider for more than two decades. We look forward to providing any additional information that may be helpful in the evaluation process for this RFS response; please do not hesitate to reach out with any questions or if additional information is needed.

Sincerely,



Kathyleen Tompkins
President/CEO
K.E. Tompkins, Inc.
d/b/a Unity of Indiana, Inc.

