



STATE OF INDIANA

Request for Proposal 23-73695

Addendum #1

INDIANA DEPARTMENT OF ADMINISTRATION

**On Behalf Of
The Family and Social Services Administration (FSSA) Division of
Disability and Rehabilitative Services (DDRS) Bureau of Child
Development Services (BCDS)**

**Solicitation For:
First Steps System Point of Entry (SPOE) RFP**

**Proposal Due Date: December 12, 2022 at 3:00 PM EST (Submission Form and
Required Attachments),
December 15, 2022 at 3:00 PM EST (Submission of Proposals on Flash
Drive(s))**

Stephanie Nelson, Consultant
SteNelson@idoa.in.gov
Indiana Department of Administration
Procurement Division
402 W. Washington St., Room W468
Indianapolis, Indiana 46204

Summary of Changes

Deletions are indicated via strikethrough and additions have been made in red font in the corresponding documents.

The following edits have been made to Attachment K – Scope of Work:

- 1) In Section VI.A.7, Ongoing Service Coordination

7. Ongoing Service Coordination

The SPOE must ensure that each family is provided with a single ongoing Service Coordinator, an employee of the SPOE. The Service Coordinator must be an employee of the Prime Contractor. Service Coordinators need to perform all functions required to meet Federal requirements for service coordination and due process as specified throughout 34 CFR 303. Additional expectations surrounding Service Coordinators can be found in the Bidders' Library (see Service Coordination in Early Intervention). In addition, the SPOE will provide ongoing service coordination activities in accordance with State regulations, procedures, and guidelines. Requirements of ongoing service coordination include, but are not limited to, the following:

- Meet with families for a face-to-face contact at a minimum of one (1) time every six (6) months~~per quarter~~ or more often, as needed by family