

# Event Details

## State of Indiana Request for Quotation

| Event ID                | Format                                        | Type | Page |
|-------------------------|-----------------------------------------------|------|------|
| 00038-0000088397        | Buy                                           | RFx  | 1    |
| Event Round             | Version                                       |      |      |
| 1                       | 1                                             |      |      |
| Event Name              | Stellar Pathways Workshop Design and Delivery |      |      |
| Start Time              | Finish Time                                   |      |      |
| 08/25/2026 10:07:00 EDT | 09/23/2026 16:00:00 EDT                       |      |      |

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** INTERNAL EVENT DETAILS  
**Submit To:** Lieutenant Governor's Office  
Office of Lt. Governor  
1 N CAPITOL AVE STE 600  
INDIANAPOLIS IN 46204  
United States  
**Contact:** Kyla Ann Danae Borders-00038  
**Phone:**  
**Email:** KBorders@lg.IN.gov

## Event Description

Sourcing Event: 0000088397

The Indiana Office of Community and Rural Affairs (OCRA) is seeking qualifications from a business, not-for-profit organization or post-secondary institution to design and deliver two regional workshops for communities interested in pursuing the Stellar Pathways designation. These workshops will focus on what communities need to effectively move through the Stellar Pathways process, including readiness, collaboration, internal capacity and identifying the right partners early.

Questions regarding the bid process can be emailed to [KBorders@lg.in.gov](mailto:KBorders@lg.in.gov)

Please find key dates included in SOW document

Completed bids must be emailed to [KBorders@lg.in.gov](mailto:KBorders@lg.in.gov)

A completed bid package MUST be submitted by the due date and time. The bid package is available for download through the Bid Documents link in the Event Name column. This bid is not eligible for electronic bid through the Supplier Portal.

## General Comments

- Prior to award of this solicitation, your business needs to be registered as a Bidder with the State; see the information posted at <https://www.in.gov/idoa/procurement/supplier-resource-center/requirements-to-do-business-with-the-state/bidder-profile-registration/>. Click Create a Bidder Profile. You may also see the Buy Indiana page at <https://www.in.gov/idoa/procurement/supplier-resource-center/programs-and-preferences/buy-indiana/> for certification information. It is preferred that businesses register immediately, so that a delay of the solicitation award will not occur. You must keep your registration updated and your information current at all times.
- As required by IC 4-13-2-14.8:  
Notwithstanding any other law, rule, or custom, a person or company who has a contract with the State or submits invoices to the State for payment shall authorize in writing the direct deposit by electronic funds transfer of all payments by the State to the person or company. The written authorization must designate a financial institution and an account number to which all payments are to be credited. For forms and additional information see the State Comptroller's website at <https://www.in.gov/comptroller/forms/>
- The supplier assures that if they are receiving this award based on the Indiana Small Business Preference, that they will be performing a minimum of 80% of the work involved with their own forces. This contract is not assignable either in whole or in part, nor shall it be subcontracted after award without the State's prior written consent.  
By signing the certification page of the solicitation package, you are certifying adherence to all bid requirements as well as the above notice.
- All companies desiring to do business with state agencies must complete an "Indiana Economic Impact" form. The form asks for, among other information:
  - a. The amount of the contract that is being allocated for payroll and benefits to Indiana residents
  - b. The amount that is being awarded to Indiana subcontractors and suppliers
  - c. The amount that is being subcontracted to Indiana certified minority and women owned businesses

The collection and recognition of the information collected with the Indiana Economic Impact form places a strong emphasis on the economic impact a project will have on Indiana and its residents regardless of where a business is located. The collection of this information does not

# Event Details (cont.)

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restrict any company or firm from doing business with the state.

- This is a request to establish a Contractual Agreement for \_\_\_\_\_ Services. Contract commencing \_\_\_\_\_ or from date of last State signature, whichever is later and ending \_\_\_\_\_ or one year after the State's last signature, whichever is later. By mutual consent of both parties, contract may be renewed. The term of the contract, including any renewals, may not exceed four (4) years. Prices may be listed in the unit requested (per \_\_\_\_). Prices listed above and beyond what is requested shall not be considered and shall be reason to reject bid/quote. Prices must be inclusive of all applicable charges.

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|-----------------------------------------------|-------------------------|------|------|
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| 00038-0000088397                              | Buy                     | RFx  | 3    |
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## Line Details

|                                               |          |                        |      |           |                 |                      |                                |                      |
|-----------------------------------------------|----------|------------------------|------|-----------|-----------------|----------------------|--------------------------------|----------------------|
|                                               |          |                        |      |           |                 |                      | No Bid:                        | <input type="text"/> |
| Line: 1                                       | Item ID: | Line Qty:              | 1    | UOM: Each | Weighting: 100% | Bid Qty:             | <input type="text" value="1"/> |                      |
| Required: No                                  |          | Reserve Price: No      |      |           |                 |                      |                                |                      |
| Description: Workshop design and facilitation |          |                        |      |           |                 |                      |                                |                      |
| Question                                      |          | UOM                    | Best | Worst     | Weighting       | Response             |                                |                      |
| What is your quote/bid price?                 |          |                        |      |           | 100%            | <input type="text"/> |                                |                      |
| Required: Yes                                 |          | Mandatory Response: No |      |           |                 |                      |                                |                      |

### Response Comments

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## Bidder Information

|                 |            |       |
|-----------------|------------|-------|
| Firm Name:      |            |       |
| Name:           | Signature: | Date: |
| Phone #:        | Fax #:     |       |
| Street Address: |            |       |
| City & State:   | Zip Code:  |       |
| Email:          |            |       |