Dear Ms. Emmons,

OPEN MINDS is the nation’s leading behavioral health and social service market research and management consulting firm. The purpose of this letter is to request publicly available information under regulations associated with open access to public information, such as the Freedom of Information Act (FOIA). In order to help us with research for our RFP HotLine service, OPEN MINDS is formally requesting the following information for the RFP referenced below:

RFP TITLE:        Illinois Seeks Early Learning Website Services

RFP DUE DATE:  11/8/2012

Please provide:

- Name, contact person, mailing address, e-mail address, and telephone number of the organization(s) awarded a contract as a result of this RFP
- Contract award date
- Contract award period
- Contract award amount
- List of additional organizations that responded to this RFP

If, upon receipt of this letter, the contract has not yet been awarded, we ask you to retain this request and communicate the award information to us when it becomes available. The information may be sent electronically to the following e-mail address: foiamanager@openminds.com, or can be sent via postal mail to: OPEN MINDS, 163 York Street, Gettysburg, PA, 17325.

If you have a formal process in place for responding to FOIA requests, please specify your requirements in your response. If the aforementioned award information is available on-line, please provide the web address and any applicable instructions. Thank you very much for your cooperation.

Sincerely,

Minh Hoang, OPEN MINDS