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**From:** Cody Brumgard, FOIA Manager, OPEN MINDS [<mailto:foiamanager@openminds.com>]  
**Sent:** Friday, February 16, 2018 4:51 PM  
**To:** Farrell, Willa <[willa.farrell@vermont.gov](mailto:willa.farrell@vermont.gov)>  
**Subject:** Request for Public Information

Dear Willa Farrell,

The purpose of this letter is to request publicly available information under regulations associated with open access to public information, such as laws created and enacted by the Freedom of Information Act (FOIA). In order to help us with research for our RFP Database, *OPEN MINDS* is formally requesting the following information for the solicitation referenced below:

SOLICITATION NUMBER: N/A

SOLICITATION TITLE: Vermont Seeks YSASP Screening Brief Intervention and Referral to Treatment Coaching Services

SOLICITATION DUE DATE: 10/20/2017

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 solicitation
- Contract award date
- Contract award period
- Contract award amount
- List of additional organizations that responded to this RFP
- Copy of the winning proposal

\*Please send a copy of the contract, additional organizations and copy of the winning proposal if the bulleted list cannot be provided

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](mailto:foiamanager@openminds.com), or can be sent via postal mail to: *OPEN MINDS*, 15 Lincoln Square, Gettysburg, PA, 17325.

Please state in your response to this letter if you have a formal process in place for responding to requests for public information and include an invoice for any applicable fees associated with receiving these documents. If the aforementioned award information is available online, please provide the web address and any applicable instructions.

If you have any questions or would like to further discuss this request, please do not hesitate to contact me at 717-334-1329.

Sincerely,

Cody Brumgard  
FOIA Manager  
*OPEN MINDS*