

**State of Arkansas Department of Human Services****710-24-025****Attachment B****Written Questions****Instructions**

This Response Template must be used for submission of written questions. All questions should provide the requested information. Those that do not, may not be answered by DHS. The Vendor may add as many lines as needed. DHS would strongly prefer the Vendor to ask multi-part questions as individual questions on separate lines.

**Instructions:** Complete all cells of each question asked in the Table below. Clearly identify the referenced section or text.

Question ID	Reference (page number, section number, paragraph)	Specific Language	Question	Answers
<i>Example</i>	<i>Page 7, section 1.15, C</i>	J. Vendors may submit multiple bid	<i>May vendors submit more than one bid?</i>	<i>yes See section 1.15, J</i>
1	Form SRV-1, Page 6 of 11	C. Issuance of Notice. All notices and communications between the parties in writing shall be directed to the respective parties in accordance with the following:	We are unsure of who the contact is for contact #1, #2, and #3. For past contracts, these contacts have been DHS contacts, for example, Contact #1 Agency Representative submitting/tracking, Patty Hibbs. Contact #2 Agency representative with knowledge of this project, Diane Smithson, etc. Would you please provide us with the updated name, phone number, and email for Contact #1, #2, and #3?	<i>Attachment E Pro Forma Service Contract (Form SRV-1) is for informational purposes only and will be completed by the awarded Contractor.</i>
2	Business Associate Agreement, DHS-4001, Pages 1-6	BUSINESS ASSOCIATE AGREEMENT	Do we fill this out as part of the Packet Bid Response, or is this to be filled out if/when we are awarded?	<i>The Business Associate Agreement is for informational purposes and will be completed by the awarded Contractor.</i>
3	AR DHD Performance Based Contracting	ARKANSAS DEPARTMENT OF HUMAN SERVICES PERFORMANCE BASED CONTRACTING	Has anything changed from previous years on this Service Criteria or Acceptable Performance Standards?	<i>Yes, along with other changes, DHS has incorporated board payments for children in foster care and placed with the mother while receiving Specialized Women's Services.</i>
4	Attachment D, Page 1	Financial Terms of the Contract	<i>Do we fill out the grid on the Financial Terms of this contract?</i>	<i>No. Attachment D is for informational purposes only.</i>