

CHECK-LIST

Bid Number: 710-19-1003

Respondent: ACA GPS, LLC (Bid #1)

Minimum Qualifications	Met Requirements	
<p>The Vendor must be in current operation and must have a minimum of two (2) years of experience providing all the products and/or services as outlined in this IFB. For verification purposes, Vendor must provide a description of past performance examples meeting this requirement, which must include the following:</p> <ul style="list-style-type: none"> • A description of the work performed; • The time period of the project/contract; • The staff months required; and • Project amount. 	Yes	No
<p>The Vendor must submit statements or letters from three (3) professional references (public or private entities) to whom the Vendor has provided services over the past two (2) years. DHS reserves the right to contact the references submitted as well as any other references which may attest to the respondent's work experience. Letters of recommendation must meet the following criteria:</p> <ul style="list-style-type: none"> • On official letterhead of the party submitting recommendation; • From entities with recent (within the last two (2) years) contract experience with the respondent; • From individuals who can directly attest to the respondent's qualification(s) relevant to this IFB; • Limited to organizational recommendations, not personal recommendations; • Include a description of the services provided and the number of mailings produced each year the services were provided; • Dated not more than six (6) months prior to the proposal submission date; • Include the current phone number, mailing address, email address, title, printed name, and signature of the individual of the party submitting the recommendation; and • Shall not be from current DHS employees. <p>Proposals may be disqualified from respondents whose references do not respond within five (5) business days of the request for verification.</p>	Yes	No
<p>Vendor must certify that he/she has not received any sanctions or corrective actions by a state or Federal government within the last ten (10) years. However, failure to certify may not disqualify a Vendor's submission if Vendor provides detailed documentation of each sanction and any corresponding corrective action received from a state or Federal government within the last ten (10) years.</p>	Yes	No
<p>Vendor and all subcontractors must certify that Vendor and all subcontractors have read the Organizational or Personal Conflict of Interest Clause. Further, Vendor and all subcontractors must certify that there are no actual, apparent, or potential conflicts of interest with the current DHS Vendors with which Contractor will be working: Optum (which operations the Decision Support System and Services (DSS) Lab), DXC/DXC Technology (which acts as Arkansas Medicaid's Fiscal Agent, operates the Medicaid Management Information System and provides the 1095-B call center), and Cognosante (which oversees the DHS's IT PMO Project Oversight and Coordination functions). If Contractor or any subcontractors does have an actual, apparent, or potential conflict of interest, Contractor must disclose all relevant information pertaining to such conflict of</p>	Yes	No

