

BID RESPONSE PACKET
710-23-0029

BID SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION				
Company:	James H. Phillips, Attorney			
Address:	111 Center St, Suite 1200, 2			
City:	Little Rock	State:	AR	Zip Code: 72201
Business Designation:	<input type="checkbox"/> Individual	<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Public Service Corp	
	<input type="checkbox"/> Partnership	<input checked="" type="checkbox"/> Corporation	<input type="checkbox"/> Nonprofit	
Minority and Women-Owned Designation*:	<input checked="" type="checkbox"/> Not Applicable	<input type="checkbox"/> American Indian	<input type="checkbox"/> Service Disabled Veteran	
	<input type="checkbox"/> African American	<input type="checkbox"/> Hispanic American	<input type="checkbox"/> Women-Owned	
	<input type="checkbox"/> Asian American	<input type="checkbox"/> Pacific Islander American		
AR Certification #: _____ * See Minority and Women-Owned Business Policy				

PROSPECTIVE CONTRACTOR CONTACT INFORMATION			
<i>Provide contact information to be used for bid solicitation related matters.</i>			
Contact Person:	James H Phillips	Title:	President
Phone:	501 376 3003	Alternate Phone:	501 626 3879
Email:	jh.phillips@windstream.net		

CONFIRMATION OF REDACTED COPY
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input checked="" type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested.
<p><i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i></p>

ILLEGAL IMMIGRANT CONFIRMATION
By signing and submitting a response to this <i>Bid Solicitation</i> , a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.

ISRAEL BOYCOTT RESTRICTION CONFIRMATION
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract.
<input checked="" type="checkbox"/> Prospective Contractor does not and will not boycott Israel.

An official authorized to bind the Prospective Contractor to a resultant contract must sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* will cause the Prospective Contractor's bid to be disqualified:

Authorized Signature: James H Phillips Title: President

Printed/Typed Name: James H Phillips Date: 1/10/23

SECTIONS 1 - 4 VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

NONE ↗

By signature below, vendor agrees to and **shall** fully comply with all requirements as shown in the bid solicitation.

Vendor Name:	James H. Phillips	Date:	1/10/23
Signature:	James H. Phillips	Title:	President
Printed Name:	James H. Phillips		

PROPOSED SUBCONTRACTORS FORM

- **Do not** include additional information relating to subcontractors on this form or as an attachment to this form.

PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP

PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.

DOCUMENTATION CHECKLIST

As outlined in section 2.4 Minimum Qualifications in the solicitation document, please provide the following:

- Official documentation of active registration from the Arkansas Secretary of State's Office
- Certificate of good standing from the Arkansas Supreme Court
- Current copy of resume including information required in Section 2.4.D of the solicitation
- Official Bid Price Sheet
- All documents provided in the bid response packet
- Copy of Vendor's Equal Opportunity Policy
- Signed Addenda, if applicable
- EO 98-04 Disclosure Form (Attachment A)

Contract Number _____
 Attachment Number _____
 Action Number _____

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: _____
 Yes NO

IS THIS FOR:

Goods? Services? Both?

TAXPAYER ID NAME: James H Phillips FIRST NAME: James M.I.: H

YOUR LAST NAME: Phillips

ADDRESS: 111 Center St, Suite 1200 STATE: AR ZIP CODE: 72201 COUNTRY: USA

CITY: Little Rock

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	Relation
	Current	Former		From MM/YY	To MM/YY		
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

None of the above applies

FOR AN ENTITY (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?		Ownership Interest (%)	Position of Control
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)			
General Assembly									
Constitutional Officer									
State Board or Commission Member									
State Employee									

None of the above applies

Contract Number _____
Attachment Number _____
Action Number _____

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:
Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature *Jeanne H. Pridemore* Title *President* Date *1/10/23*
Vendor Contact Person *Jeanne H. Pridemore* Title *Attorney* Phone No. *503 376 3003*

<i>Agency use only</i>	Agency	Agency	Contact	Contact
Agency Number <u>0710</u>	Name <u>Department of Human Services</u>	Contact Person _____	Phone No. _____	Contract or Grant No. _____

James H. Phillips

Attorney at Law
Stephens Building
111 Center Street, Suite 1200
Little Rock, AR 72201
501.376.3003

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The Policy of this firm is that it employs persons without regard to their race, gender, age, religion or any other known discriminatory practice. Not only that, no form of discrimination is permitted as to clients or otherwise by any persons acting in the name of the firm. This has been the practice of the firm since its inception and is updated annually and reviewed by all employees.



James H. Phillips
Attorney at Law

January 9, 2023



**Arkansas Secretary of State
John Thurston**

State Capitol Building ♦ Little Rock, Arkansas 72201-1094 ♦ 501-682-3409

Certificate of Good Standing

I, John Thurston, Secretary of State of the State of Arkansas, and as such, keeper of the records of domestic and foreign corporations, do hereby certify that the records of this office show


JAMES H. PHILLIPS, P.A.

authorized to transact business in the State of Arkansas as a For Profit Corporation, filed Articles of Incorporation in this office February 21, 2002.

Our records reflect that said entity, having complied with all statutory requirements in the State of Arkansas, is qualified to transact business in this State.



In Testimony Whereof, I have hereunto set my hand and affixed my official Seal. Done at my office in the City of Little Rock, this 10th day of January 2023.


John Thurston
Secretary of State
Online Certificate Authorization Code: 2c11959d652b4dd
To verify the Authorization Code, visit sos.arkansas.gov

Supreme Court
State of Arkansas
Little Rock

CERTIFICATE OF GOOD STANDING

State of Arkansas
in the Supreme Court

I, Kyle E. Burton, Clerk of the Supreme Court of Arkansas, do hereby certify that James H. Phillips was enrolled as an Attorney at Law and Solicitor in Chancery by the Supreme Court of this State on September 14, 1977 and that no disbarment proceedings nor adverse disciplinary actions have been filed against this attorney in this court during the past three year period.

In Testimony Whereof, I hereunto
set my hand as Clerk and affix the seal of Said Court
this the 9th day of January, 2023.

KYLE E. BURTON
(CLERK)

By



Deputy Clerk



James H. Phillips, Jr.

Attorney at Law

111 Center Street, Suite 1200 | Little Rock, AR 72207
501-376-3003 | jhphillips@windstream.net

EDUCATION

1977: University of Arkansas School of Law, Fayetteville | Juris doctor

1974: University of Arkansas, Fayetteville | Bachelor of Arts in Political Science

PROFESSIONAL LICENSES & MEMBERSHIPS

Arkansas Bar, 1977, Bar Number 77-103

United States Eastern and Western District Courts, Arkansas

United States Eighth Circuit Court of Appeals

Member of the Arkansas Association of Criminal Defense Lawyers

EXPERIENCE

1981-Present: General Trial Practice

- Practice includes Family Law, Corporate Law, Criminal Law, and Administrative Law
- Served as a part-time Deputy Public Defender (2006-2016)
- Served as an Adjunct Law Professor for Bowen School of Law (2005-2014)
- Appointed by Governor Mike Huckabee to serve as a Special Justice on the Arkansas Supreme Court, and have been appointed Special Judge in Circuit and District Courts in Pulaski County, Arkansas

2016-Present: Hearing Officer for Arkansas for Arkansas Department of Human Services Office of Long-Term Care

- Serve as an impartial Administrative Law Judge hearing nursing home discharge appeals and other related matters.
- My firm has never represented a long-term care facility or any of its related parties.

1978-1981: Deputy Public Defender for Pulaski Country

- Trial lawyer with over 100 jury trials and several hundred bench trials
- Argued numerous appeals before the Arkansas Supreme Court

1977-1978: Law Clerk for Chief Justice Carlton Harris of the Arkansas Supreme Court

- Assisted with research, editing, and drafting of Justice Harris's decisions

References available upon request.