

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	RFP Reference (page number, section number, paragraph)	Specific RFP 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	Document -IFB_710210031 - Page - 12 - Section 2.4	SCOPE OF WORK	How many CNA requirements/positions can we expect under this contract throughout the given term?	<i>It would be impossible to provide a number as some facilities needs are significantly greater than others; however, at a minimum, all 5 HDCs would engage multiple qualified CNAs (for the foreseeable future) upon contract implementation if available. Need from there may increase or decrease depending on circumstances.</i>
2	Document -IFB_710210031 - Page - 12 - Section 2.4	SCOPE OF WORK	What will be the estimated annual budget for this project?	<i>Budget is variable and based upon HDC need.</i>
3	Document -IFB_710210031 - Page - 6 -Section 1.18	AWARD PROCESS	Is there any local preference for Arkansas based responders for this contract?	<i>No.</i>
4	Document -IFB_710210031 - Page - 12 - Section 2.4	SCOPE OF WORK	Please share the historical spend under this contract for the year 2020?	<i>There is no historical spend as this is the first DDS CNA staffing solicitation.</i>
5	Document -IFB_710210031 - Page - 4 -Section 1.11	SUBCONTRACTORS	Is there a subcontracting goal with an M/WBE firm mandatory for this contract?	<i>No.</i>
6	Document -IFB_710210031 - Page - 7 -Section 1.19	MINORITY AND WOMEN-OWNED BUSINESS POLICY	Is there any preference given for Arkansas based M/WBE prime contractors? If yes, What is the percentage?	<i>No.</i>
7	Document -IFB_710210031 - Page - 6 -Section 1.18	AWARD PROCESS	Please share the anticipated number of awards that will be made under this contract?	<i>There are no minimum or maximum thresholds set by this solicitation for the number of awards. The State will award at its discretion to vendors : a) in numbers sufficient to provide staffing for all of its stated needs and b) who bid in a competitive price range.</i>

8	Document -IFB_710210031 - Page - 12 - Section 2.4	SCOPE OF WORK	Is this a re-compete IFB? If yes, Could you please share the name of Current Suppliers (who are currently providing services to the Agency)? Could you please share current Supplier's pricing and Proposals? When the existing contract was started, and what is the annual monetary spent value of the current contract since inception? How many resources are currently engaged in the current contract? Can you please share the no. of positions served in previous years under this contract? Can you please share the amount of business each vendor did under this contract in previous years?	<i>No, this is the first solicitation for CNA specific staffing that DDS has put out for bid.</i>
9	Document -IFB_710210031 - Page - 11 - Section 2.2	SERVICE DELIVERY LOCATION	Functional Capacity - Are these anticipated no. of requirements for CNAs under this contract?	<i>CNAs will be engaged on an as-needed basis, and length of assignment may vary from long-term to shift-to-shift.</i>
10	Document -IFB_710210031 - Page - 11 - Section 2.3	MINIMUM QUALIFICATIONS	Do we need to provide resumes of 10 vendors personnel (CNAs) in order to qualify this Minimum qualification criteria?	<i>No, but must be CNAs. State will check names submitted against State CNA database.</i>
11	Document -IFB_710210031 - Page - 11 - Section 2.3	MINIMUM QUALIFICATIONS	Do we need to have minimum 10 CNAs in our current pool in Arkansas state or minimum 10 CNAs in our pool across all states?, Please confirm.	<i>Current pool of 10 CNAs in Arkansas.</i>
12	Document - Response Packet - Page - 8 - Section	OFFICIAL BID PRICE SHEET	Do we need to provide crisis rates or standard rates?	<i>Vendors are to complete the pricing sheet with their standard rates per shift for each HDC. The importance of "crisis" in 1.18.2 is that the HDC's can call all vendors in any order in the event they have an immediate need.</i>
13	Document -IFB_710210031 - Page - 12 - Section 2.4	SCOPE OF WORK	Is this going to be a 13/26 weeks assignments for CNAs or do they need to work throughout the duration of the contract?, Please clarify	<i>Qualified CNAs would be engaged on an as-needed basis, which could be anything from long term to shift-to-shift assignments.</i>
14			Is this a new initiative? If not, please provide the names of the current vendor(s) providing the services.	<i>Yes.</i>
15			Can you please let us know the previous spending of this contract?	<i>This is the first CNA staffing solicitation that DDS has put out for bid.</i>
16			Please confirm if we can get the proposals or pricing of the incumbent(s).	<i>This is the first CNA staffing solicitation that DDS has put out for bid.</i>
17			Are there any pain points or issues with the current vendor(s)?	<i>This is the first CNA staffing solicitation that DDS has put out for bid.</i>
18			Please confirm the anticipated number of awards.	<i>There are no minimum or maximum thresholds set by this solicitation for the number of awards. The State will award at its discretion to vendors : a) in numbers sufficient to provide staffing for all of its stated needs and b) who bid in a competitive price range.</i>

19	Scope of Work: E. Call-ins or Cancellations, page 13	2. Regarding the statement <i>If vendor personnel commit to a shift and then cancel, the vendor shall be responsible for filling that shift even if it puts the replacement vendor personnel in overtime status. If this happens the HDC's shall not bear the overtime expense.</i>	What is the procedure and/or penalty if the vendor cannot fill the shift?	<i>See contract performance indicators. Vendor could be removed from the contract for repeat offenses.</i>
20	General Question	General Question	Is this contract required to be put out for bid?	<i>Yes.</i>
21	General Question	General Question	Who are your current incumbent vendors for these services?	<i>This is the first CNA staffing solicitation that DDS has put out for bid.</i>
22	General Question	General Question	Are you satisfied with your current vendors?	<i>This is the first CNA staffing solicitation that DDS has put out for bid.</i>
23	General Question	General Question	Are your current incumbent vendors meeting your staffing needs?	<i>This is the first CNA staffing solicitation that DDS has put out for bid.</i>
24	General Question	General Question	What improvements would you like to see made from your current program?	<i>Would like to have contract CNAs available as needed.</i>
25	General Question	General Question	Can you provide last year's usage for these services in either number of hours filled and/or total cost in dollar amount used for these services broken down by the positions solicited in this IFB?	<i>This is the first CNA staffing solicitation that DDS has put out for bid.</i>
26	General Question	General Question	What are your current hourly bill rates by classification?	<i>This is the first CNA staffing solicitation that DDS has put out for bid.</i>
27	General Question	General Question	Are we able to take exceptions and propose language to any of the terms and/or requirements?	<i>Any bid that is submitted as contingent upon changes to the terms and requirements of this solicitation will be disqualified.</i>
28			Is it your preference for the vendor to have a local office in Arkansas?	<i>While it could certainly be beneficial in practice, there is no requirement or preference for an office in Arkansas.</i>
29			Is this a new contract or is there any incumbent?	<i>There were short term emergency contracts implemented until this solicitation was completed.</i>
30			Can you provide current rates?	<i>This is the first CNA staffing solicitation that DDS has put out for bid.</i>