

## Central Arkansas Operator and Service Procurement Questions and Answers

### Question #1:

The RFQ ask for hard copies of the most recent audit and the three letters. The RFQ states to submit the proposals electronically, how do we provide hard copies to you?

### Answer #1:

The audit is not required until an Offer is made. It is due within 10 days of an Offer. Letters should be scanned in along with proposal in the back.

Question #2: The attachments, such as the Documentation of Organizations Qualifications and support letters, are they counted in the total 30 pages?

Answer #2: The Documentation of Organizations Qualifications is not required until an Offer is made. It is due within 10 days of an Offer. Support letters should be scanned and sent along with the proposal.

### Question #3:

Does the 30-page total only pertain to title page, executive summary, narrative, and budget narrative?

### Answer #3:

We will accept the 30 pages include title page, executive summary, narrative and budget narrative.

### Question #4:

Is an "attachments section" following the Budget Narrative an acceptable place to house the Documentation of Organizations Qualifications and Support letters?

### Answer #4:

Please see above #3

### Question #5:

If the submittal is limited to 30 pages as stated on page 15, our organization's bound audit is 27 singled sided pages. How can we address this?

### Answer #5:

Please see above #1

### Question #6:

Can you elaborate on quality assurance processes for services? Is this pertaining to internal monitoring? Annual audit? Etc.?

### Answer #6:

Please answer according to what you believe quality assurance means within your service delivery plan.

Question #7:

Can you elaborate for what you are looking for in the Budget Narrative pertaining to Corporate Structure and Support Services that will be provided to Central Arkansas?

Answer #7:

The Budget Narrative should include ALL costs associated with your delivery of services broken out into line items.

Question #8:

On the Conflict of Interest Policy, if RFQ asking for our organization staff policy and the Workforce Development Board?

Answer #8:

It refers to your agency/organization's conflict of interest policy.