

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203

ADDENDUM 1

TO: All Addressed Vendors
FROM: Office of Procurement
DATE: May 13, 2022
SUBJECT: 710-22-0018 Self-Directed Financial Management

The following change(s) to the above referenced IFB have been made as designated below:

☒ Change of specification(s)
☒ Additional specification(s)
☐ Change of bid opening date and time
☐ Cancellation of bid
☒ Other

OTHER

Page 6, Section 1.8.C.1.d – remove

Page 10, Section 1.20.D.3 - remove

ADDITIONAL SPECIFICATIONS

Page 16, Section 2.5.2.B.5 – Add the following:
Orientation and training may begin as early as forty-five (45) calendar days prior to Go-Live but must be completed no later than seven (7) calendar days before Go-Live.

CHANGE OF SPECIFICATIONS

Page 15, Section 2.3.B – Replace with the following:
Prospective Contractor and subcontractor must have at least two (2) years of experience within the last five (5) years providing the Fiscal Employer Agent model of financial management and counseling services to a population of over three thousand (3,000) Beneficiaries. Performed duties are set forth in Revenue Procedure 70-6 IRS Notice 2003-70 and identified as a designated agent under section 3504 (Acts to be Performed by Agents). With bid submission for verification purposes, Contractor and subcontractor shall provide evidence of experience including, at minimum, a detailed narrative describing experience, letter(s) of recommendation, and two (2) references with contact information.

Page 18, 2.5.4.1 – Replace with the following:
Leadership Team – Oversees the development and the structure needed to fulfill the contract. Members of the team must have the following: • Bachelor's degree • Minimum of five (5) years of experience in Medicaid or Financial Management services • Experience with the transition from one (1) FMS agent to another

Page 39, Section 2.5.19B – Replace with the following:
Contractor's information system must be configurable to interface with the Arkansas Medicaid Management System (MMIS) per Attachment M – Arkansas Medicaid Vendor File Exchange specifications. There is no Prior Authorization request for self-direction. Arkansas self-directed budgets are established to pay out through MMIS monthly, based on the number of days in a month and a Beneficiary/Employer's budget allowance.

The specifications by virtue of this addendum become a permanent addition to the above referenced IFB. Failure to return this signed addendum may result in rejection of your proposal.

If you have any questions, please contact: Buyer's name, Buyer's email address and phone number.

Vendor Signature

Date

Company