



University of Arkansas – Pulaski Technical College Purchasing |
Campus Center Building, 3rd Floor, Suite 318 3000 West Scenic Drive |
North Little Rock, AR 72118

UNIVERSITY OF ARKANSAS
PULASKI TECH

INVITATION FOR BID
Bid Solicitation Document

SOLICITATION INFORMATION			
Bid Number:	26-017	Solicitation Issued:	June 24, 2026
Description:	Data Management System DOL Grants Software and Installation		

SUBMISSION DEADLINE FOR RESPONSE			
Bid Opening Date:	July 8, 2026	Bid Opening Time:	3:00 p.m., Central Time
Bids shall not be accepted after the designated bid opening date and time. In accordance with Arkansas Procurement Law and Rules, it is the responsibility of vendors to submit bids at the designated location on or before the bid opening date and time. Bids received after the designated bid opening date and time shall be considered late and shall be returned to the vendor without further review. It is not necessary to return "no bids".			

DELIVERY OF RESPONSE DOCUMENTS	
Delivery Address:	University of Arkansas – Pulaski Technical College ATTN: Purchasing Campus Center Building, 3rd Floor, Suite 318 3000 West Scenic Drive North Little Rock, AR 72118 Vendors are responsible for delivery of their bid documents to the University of Arkansas – Pulaski Technical College prior to the scheduled time for bid opening. Delivery providers, USPS, UPS, and FedEx deliver mail to our street address on a schedule determined by each individual provider. These providers will deliver to our offices based solely on our street address.
Proposal's Outer Packaging:	Outer packaging must be sealed and should be properly marked with the following information. If outer packaging of bid submission is not properly marked, the package may be opened for bid identification purposes. • Bid number • Date and time of bid opening • Vendor's name and return address

UA-PULASKI TECHNICAL COLLEGE CONTACT INFORMATION			
Buyer:	Charity Garner	Buyer's Direct Phone Number:	501-812-2307
Email Address:	bids@uaptc.edu	Main Number:	501-812-2200
Website:	https://uaptc.edu		

SECTION 1 – REQUIREMENTS

- **Do not** provide responses to items in this section unless specifically and expressly required.

1.1 INTRODUCTION

This Invitation for Bid (IFB) is issued by the University of Arkansas-Pulaski Technical College (UA-PTC) in order to obtain pricing for Graduation Cap and Gowns for faculty, staff, and students..

1.2 LIVE BID OPENING

Bid opening will be held live at 3:00 PM, CST on July 8, 2026, in the Purchasing Department at UA-PTC.

1.3 CLARIFICATION OF BID SOLICITATION

- A. Submit any questions requesting clarification of information contained in this *Bid Solicitation* in writing via email by 4:00 p.m., Central Time on or before Tuesday, June 30, 2026 to the buyer as shown on page one (1) of this *Bid Solicitation*.
 1. For each question submitted, Prospective Contractor should reference the specific solicitation item number to which the question refers.
 2. Prospective Contractors' written questions will be consolidated and answered by UA-PTC as deemed appropriate. UA-PTC's consolidated written response is anticipated to be posted on the UA-PTC website by the close of business on Thursday July 2, 2026. If Prospective Contractor questions are unclear or non-substantive in nature, UA-PTC may request clarification of a question(s) or decline to answer.
- B. The Prospective Contractor should notify the buyer of any term, condition, etc., that precludes the Prospective Contractor from submitting a compliant, responsive bid. Prospective Contractors should note that it is the responsibility of the Prospective Contractor to seek resolution of all such issues, including those relating to the terms and conditions of the contract, prior to the submission of a bid.
- C. Prospective Contractors may contact the buyer with non-substantive questions at any time prior to the bid opening.
- D. An oral statement by UA-PTC will not be part of any award resulting from this solicitation and may not reasonably be relied on by any Prospective Contractor as an aid to interpretation unless it is reduced to writing and expressly adopted by UA-PTC.

1.4 DEFINITION OF TERMS

- Unless otherwise defined herein, all terms defined in Arkansas Procurement Law and used herein have the same definitions herein as specified therein.
- "Prospective Contractor" means a responsible bidder who submits a responsive bid in response to this solicitation.
- The terms "Invitation For Bid", "IFB," "Bid Solicitation," and "Solicitation" are used synonymously in this document.
- "Responsive bid" means a bid submitted in response to this solicitation that conforms in all material respects to this IFB.
- "Bid Submission Requirement" means a task a Prospective Contractor **must** complete when submitting a bid response. These requirements will be distinguished by using the term "**shall**" or "**must**" in the requirement.
- "Requirement" means a specification that a Contractor's commodity **must** and/or service **shall** meet or exceed in the performance of its contractual duties under any contract awarded as a result of this IFB. These specifications will be distinguished by using the terms "shall" or "must" in the requirement.
- "State" means the State of Arkansas. When the term "State" is used herein to reference any obligation of the State under a contract that results from this solicitation, that obligation is limited to the State Department using such a contract.

1.5 SPECIFICATIONS

UA-PTC's purpose for this proposal is to procure and implement a centralized data management system that supports the collection, validation, tracking, management, and reporting of participant outcomes required under the BRIDGE AR Strengthening Community Colleges (SCC4) Grant. The system will enable the University of Arkansas–Pulaski Technical College (UA-PTC) Bridge AR Department to effectively monitor student progress, ensure compliance with U.S. Department of Labor (DOL) reporting requirements, and maintain accurate and auditable records throughout the grant period.

PART 1. BRIDGE AR SCC Grant Overview

The BRIDGE AR SCC (Strengthening Community Colleges) Grant is a federally funded initiative designed to strengthen workforce development programs offered through community colleges and align educational pathways with regional labor market needs.

The grant supports programs that:

- Expand access to high-quality workforce training.
- Align education and training with employer demand.
- Increase credential attainment and employment outcomes.
- Improve participant earnings and career advancement opportunities.
- Expand access and equity for underserved and underrepresented populations.
- Strengthen partnerships among community colleges, workforce agencies, and employers.

At UA-PTC, the grant focuses primarily on healthcare career pathways, including:

- Nursing
- Certified Nursing Assistant (CNA)
- Emergency Medical Technician (EMT)

A key grant requirement is the collection and reporting of participant performance outcomes, particularly credential attainment and employment-related measures.

PART 2. Need for a Centralized Data Management System

The U.S. Department of Labor requires SCC grantees to collect, validate, manage, and report participant-level data through the Workforce Integrated Performance System (WIPS).

Performance reporting aligns closely with Workforce Innovation and Opportunity Act (WIOA) accountability measures and Participant Individual Record Layout (PIRL) requirements.

To meet these requirements, UA-PTC requires a centralized data management system capable of:

- Capturing participant intake and demographic information.
- Tracking enrollment and participation across healthcare programs.
- Monitoring student progress and measurable skill gains.
- Recording credential attainment outcomes.
- Tracking employment and earnings outcomes.
- Managing informed consent and supporting documentation.
- Validating data accuracy and completeness.
- Generating DOL-compliant reports and WIPS-compatible data files.
- Supporting audit readiness and federal compliance.

- Demonstrate experience supporting federally funded workforce and education grants.
- Align with DOL SCC grant reporting requirements.
- Support WIOA and PIRL data collection and reporting.
- Provide implementation, training, technical assistance, and ongoing support throughout the grant period.
- Offer secure and scalable data management capabilities that support project monitoring and continuous improvement.

Implementation of a centralized system will provide a secure, efficient, and compliant method for managing grant data and measuring program effectiveness.

PART 3. Core Performance Outcomes to Capture

The selected data management system must support the collection and reporting of the following performance outcomes.

A. Participant Enrollment and Demographics

The system should collect:

- Total participants served
- Age
- Gender
- Race and ethnicity
- Veteran status
- Disability status
- Employment status
- Income level
- Barriers to employment
- Target population identification

WIOA/PIRL Alignment

- PIRL Elements 100–141

B. Program Participation and Services

The system should track:

- Program enrollment
- Training pathway participation
- Career services received
- Supportive services received
- Work-based learning activities
- Internships and clinical placements

WIOA/PIRL Alignment

- PIRL Elements 200–298

C. Measurable Skill Gains (MSG)

The system should document participant progress toward program completion, including:

- Educational progress milestones
- Training benchmarks
- Completion of coursework
- Progress toward credentials

WIOA/PIRL Alignment

- PIRL Element 323

D. Credential Attainment

The primary outcome for the BRIDGE AR Grant is credential attainment.

The system should track:

- Industry-recognized credentials earned
- Certificates awarded
- Degrees completed
- Licensure attainment where applicable

WIOA/PIRL Alignment

- PIRL Element 327

E. Employment Outcomes

The system should support tracking of:

- Employment in the second quarter after exit
- Employment in the fourth quarter after exit
- Median earnings in the second quarter after exit
- Employment retention

WIOA/PIRL Alignment

- PIRL Elements 900–901
- PIRL Element 923

F. Career Progression and Retention

The system should facilitate monitoring of:

- Continued employment
- Wage progression
- Advancement within healthcare occupations
- Career pathway advancement

G. Employer Engagement

The system should track:

- Employer partnerships
- Clinical placements

- Internship participation
- Apprenticeship opportunities
- Employer hiring outcomes

4. Additional SCC Grant Metrics

In addition to WIOA indicators, the system should support tracking of:

- Program completion rates
- Time-to-completion
- Student retention
- Equity and access outcomes
- Outcomes for underserved populations
- New workforce partnerships
- Program expansion efforts
- System-level improvements resulting from the grant

PART 5. Data Validation and Compliance Requirements

To ensure compliance with Department of Labor reporting requirements, the system must include robust data validation and quality assurance functionality.

Validation Requirements

The system should support:

- Source document verification
- Automated validation checks
- Error identification and correction
- Data completeness reviews
- Quarterly reporting validation
- Audit preparation and compliance monitoring

Supporting Documentation

The system should securely maintain:

- Enrollment forms
- Eligibility documentation
- Informed consent forms
- Case notes
- Training completion records
- Credential documentation
- Employment verification records
- Wage documentation

PART 6. Recommended Data Management Structure

The proposed solution should provide a centralized platform that supports all grant participants and reporting requirements.

System Functions

The system should include:

- Participant intake and eligibility tracking
- Demographic data collection
- Case management functionality
- Service tracking
- Credential tracking
- Employment outcome tracking
- Cohort tracking
- Reporting dashboards
- Data validation tools
- WIPS-compatible reporting capabilities

Best Practices

The system should:

- Standardize data definitions.
- Standardize intake and reporting processes.
- Provide consistent workflows for staff.
- Include built-in validation controls.
- Support secure, role-based user access.
- Maintain compliance with institutional, state, and federal data security requirements.

PART 8. Expected Benefits

Implementation of a centralized data management system will:

- Improve data accuracy and integrity.
- Reduce manual reporting processes.
- Strengthen compliance with DOL reporting requirements.
- Improve monitoring of participant outcomes.
- Support timely WIPS submissions.
- Enhance audit readiness.
- Increase operational efficiency.
- Provide actionable data for program improvement and decision-making.

Conclusion

The BRIDGE AR SCC4 Grant requires comprehensive participant tracking, performance reporting, and data validation to meet U.S. Department of Labor requirements. Because credential attainment, measurable skill gains, employment outcomes, and WIOA performance indicators are central to grant success, UA-PTC must implement a centralized data management system capable of collecting, validating, monitoring, and reporting participant outcomes. Procuring a compliant data management solution will ensure the institution can effectively manage grant performance, maintain federal compliance, and demonstrate the impact of workforce training programs on student success and employment outcomes.

Submission Requirements:

- All pricing shall be submitted on the “official pricing sheet” located at the end of this document. Prices are subject to applicable taxes. Do not include taxes in your bid pricing. Any pricing not identified by the successful contractor but subsequently incurred in order to achieve successful operation shall be borne by the vendor.
- Payment Terms
- Any additional terms and conditions

1.6 PAYMENT AND INVOICE PROVISIONS

- A. All invoices shall be forwarded to the following location:
University of Arkansas – Pulaski Technical College
ATTN: Accounts Payable
3000 West Scenic Drive
North Little Rock, AR 72118
- B. Payment will be made in accordance with applicable State of Arkansas accounting procedures upon acceptance of commodity/commodities by the college. Invoice shall not be submitted in advance of delivery and acceptance. Payment will be made only after the contractor has successfully satisfied the college as to the goods and/or services purchased.
- C. Invoice should be itemized, and include purchase order number and/or contract number.
- D. Invoices are also accepted by email to: accountspayable@uaptc.edu.

1.7 ACCEPTANCE STANDARDS

- A. Inspection and acceptance/rejection of product(s) will be made within thirty (30) days of receipt.
- B. UA-PTC has the option to return any product(s) within the thirty (30) day timeframe for any reason.
- C. Bid must include a “total satisfaction” return policy for all products and must not impose any liability on UA-PTC for such returns.

SECTION 2 – GENERAL INSTRUCTIONS AND INFORMATION

- ***Do not*** provide responses to items in this section unless specifically and expressly required.

2.1 ISSUING AGENCY

UA-PTC Procurement, as the issuing office, is the sole point of contact regarding the IFB throughout this solicitation process.

2.2 TYPE OF CONTRACT

- A. As a result of this IFB, UA-PTC intends to award to a **single Contractor**.
- B. The term of this contract shall be for two (2) years. The vendor recognizes that any extensions will maintain original terms and conditions as state in this IFB and UA-PTC addendums, unless otherwise mutually agreed upon prior to execution.

2.3 CONTRACTOR SELECTION

- A. Award will be made to the lowest-bidding, responsible Prospective Contractor on a firm contract, all or none basis.

2.4 RESPONSE DOCUMENTS

- A. ***Bid Response Packet***
 - 1. **The following are Bid Submission Requirements and must be submitted as a hard copy in the original *Bid Response Packet*.**
 - a. **Original signed *Bid Signature Page*. (Exhibit A)**
 - i. **A signed Bid Signature Page. The signature must be that of a person authorized to contractually bind the Prospective Contractor. Must be in English language.**
 - b. **One (1) original copy of the *Official Solicitation Price Sheet (Exhibit B)*. Pricing must be proposed in U.S. dollars and cents.**
 - c. ***EO 98-04 Disclosure Form*.**

- d. **Copy of Prospective Contractor's *Equal Opportunity Policy*.**
- e. **Combined Certifications for Contracting with the State of Arkansas Form**
- f. **Contractor's License and Certifications**
- g. **Any additional terms and conditions applicable to sale.**

- 2. **DO NOT include any other documents or ancillary information, such as a cover letter or promotional/marketing information.**

2.5 RESTRICTION OF BOYCOTT OF ISRAEL

- A. Pursuant to A Arkansas Code Annotated § 25-1-503, a public entity **shall not** enter into a contract with a company unless the contract includes a written certification that the person or company is not currently engaged in, and agrees for the duration of the contract not to engage in, a boycott of Israel.
- B. This prohibition does not apply to:
 - a. A company which offers to provide the goods/services for at least twenty (20) percent less than the lowest certifying business.
 - b. Contracts with a total potential value of less than \$1,000.

2.6 GOVERNOR'S EXECUTIVE ORDER 98-04

For bids over \$25,000, bidders should complete the disclosure forms as part of their response packet.

2.7 PAST PERFORMANCE

In accordance with provisions of State Procurement Law, specifically OSP Rule R5:19-11-230(b)(1), a Prospective Contractor's past performance with the State may be used to determine if the Prospective Contractor is "responsible". Proposals submitted by Prospective Contractors determined to be non-responsible will be disqualified.

2.8 RECORD RETENTION

- A. Maintain all pertinent financial and accounting records and evidence pertaining to the contract in accordance with generally accepted principles of accounting and as specified by the State of Arkansas Law. Upon request, grant access to State or Federal Government entities or any of their duly authorized representatives.
- B. Make financial and accounting records available, upon request, to the State of Arkansas's designee(s) at any time during the contract period and any extension thereof, and for five (5) years from expiration date and final payment on the contract or extension thereof.

2.9 RESERVATION

This IFB does not commit the college to award a contract or to pay costs incurred in the preparation of a bid in response to this request.

2.10 CONDITIONS OF CONTRACT

- A. Observe and comply with federal and State of Arkansas laws, local laws, ordinances, orders, and regulations existing at the time of, or enacted subsequent to the execution of a resulting contract which in any manner affect the completion of the work.
- B. Indemnify and save harmless the College and all its officers, representatives, agents, and employees against any claim or liability arising from or based upon the violation of any such law, ordinance, regulation, order or decree by an employee, representative, or subcontractor of the Contractor.

2.11 STATEMENT OF LIABILITY

- A. The College will demonstrate reasonable care but will not be liable in the event of loss, destruction or theft of Contractor-owned equipment or software and technical and business or operations literature to be delivered or to be used in the installation of deliverables and services. The Contractor will retain total liability for equipment, software and technical and business or operations literature. The College will not at any time be responsible for or accept liability for any Contractor-owned items.
- B. The Contractor's liability for damages to the College will be limited to the value of the Contract or the cost to

return affected areas/items to their original state, whichever is higher. The foregoing limitation of liability will not apply to claims for infringement of United States patent, copyright, trademarks or trade secrets; to claims for personal injury or damage to property caused by the gross negligence or willful misconduct of the Contractor; to claims covered by other specific provisions of the Contract calling for damages; or to court costs or attorney's fees awarded by a court in addition to damages after litigation based on the Contract. The Contractor and the College will not be liable to each other, regardless of the form of action, for consequential, incidental, indirect, or special damages. This limitation of liability will not apply to claims for infringement of United States patent, copyright, trademark or trade secrets; to claims for personal injury or damage to property caused by the gross negligence or willful misconduct of the Contractor; to claims covered by other specific provisions of the Contract calling for damages; or to court costs or attorney's fees awarded by a court in addition to damages after litigation based on the Contract.

- C. Language in these terms and conditions **must not** be construed or deemed as the College's waiver of its right of sovereign immunity. The Contractor agrees that any claims against the College, whether sounding in tort or in contract, will be brought before the Arkansas Claims Commission as provided by Arkansas law and governed accordingly.

2.12 ACCEPTANCE STANDARDS

- A. Inspection and acceptance/rejection of product(s) will be made within thirty (30) days of receipt. The College has the option to return any product(s) within the thirty (30) day timeframe for any reason. Bid **must** include a "total satisfaction" return policy for all products and **must not** impose any liability on the College for such returns.

2.13 TERMS AND CONDITIONS

- A. General: Any special terms and conditions included in the IFB supersede the Standard Terms and Conditions. Any special terms and conditions become part of any contract entered into if any or all parts of the bid are accepted by the college.
- B. Bid Submission: Bids must be submitted to the college on the proper response document, provided by the college. This bid must be typed or printed in ink. The signature must be in ink. Unsigned bids will be disqualified. The person signing the bid should show title or authority to bind his or her firm in a contract. Late bids will not be considered under any circumstance.
- C. Delivery on Firm Contracts: The IFB will show the number of days to place a commodity in the ordering agency's designated location under normal conditions. If the bidder cannot meet the stated delivery, alternate schedules may become a factor in an award. The college has the right to extend delivery if reasons appear valid. If the date is not acceptable, the college may buy elsewhere and any additional cost will be borne by the Prospective Contractor.
- D. ALL BIDS are subject to University of Arkansas-Pulaski Technical College Terms and Conditions found here: www.uaptc.edu/terms-and-conditions

BID SIGNATURE PAGE

PROSPECTIVE CONTRACTOR'S INFORMATION				
Company:				
Address:				
City:		State:		Zip Code:
Business Designation:	☐ Individual ☐ Partnership	☐ Sole Proprietorship ☐ Corporation	☐ Public Service Corp ☐ Nonprofit	
Minority and Women-Owned Designation*:	☐ Not Applicable ☐ African American ☐ Asian American	☐ American Indian ☐ Hispanic American ☐ Pacific Islander American	☐ Service Disabled Veteran ☐ Women-Owned	
	AR Certification #: _____			
	* See Minority and Women-Owned Business Policy in Solicitation Terms and Conditions			

PROSPECTIVE CONTRACTOR CONTACT INFORMATION		
<i>Provide contact information to be used for bid solicitation-related matters.</i>		
Contact Person:		Title:
Phone:		Alternate Phone:
Email:		

CONFIRMATION OF REDACTED COPY
☐ YES, a redacted copy of submission documents is enclosed. ☐ 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. <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 Solicitation Terms and Conditions for additional information.</i>

An official authorized to legally bind the Prospective Contractor must sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* may cause the Prospective Contractor's proposal to be rejected.

Authorized Signature: _____ Title: _____
Use Ink Only.

Printed/Typed Name: _____ Date: _____

OFFICIAL SOLICITATION PRICING SHEET

SECTION 1 – ONE-TIME IMPLEMENTATION COSTS

Item	Description	Unit	Quantity	Unit Price	Extended Price
1	System Deployment and Configuration	One-Time	1	\$_____	\$_____
2	Data Migration / Data Import Services	One-Time	1	\$_____	\$_____
3	Administrator Training	One-Time	1	\$_____	\$_____
4	End User Training and Knowledge Transfer	One-Time	1	\$_____	\$_____
TOTAL ONE-TIME COSTS: \$_____					

SECTION 2 – ANNUAL SUBSCRIPTION COSTS

Item	Description	Unit	Quantity	Annual Price
5	Workforce Case Management Platform Subscription	Annual	1	\$_____
6	Grant Data Management System Subscription (WIOA/DOL Reporting Compliance)	Annual	1	\$_____

TOTAL ANNUAL SUBSCRIPTION COSTS: \$_____

SECTION 3 – OPTIONAL PROFESSIONAL SERVICES

Item	Description	Hourly Rate
7	Consulting Services	\$_____ per hour
8	Additional Training Services	\$_____ per hour
9	Custom Reporting/Development Services	\$_____ per hour

SECTION 4 – ADDITIONAL COSTS NOT LISTED

Unit	Quantity	Annual Price
Annual	1	\$_____
Annual	1	\$_____

SECTION 5 – ANTICIPATED YEAR 1 Costs \$_____ Annually

NOTE: You may also provide your own pricing sheet or quote instead if you prefer.

The agency requests delivery within 30 (Thirty) days after ordering. If this delivery date cannot be met, the Prospective Contractor **must** state the alternate number of days required to begin the service and/or place the commodity in the ordering agency's designated location. (See Official Solicitation Price Sheet.) Failure to state the alternate delivery time obligates the Contractor to complete delivery by the agency's requested date. Extended delivery dates may be considered when in the best interest of the State.

Alternate Delivery: _____ days after receipt of order.



Department of Transformation and Shared Services

Governor Sarah Huckabee Sanders

Secretary Leslie Fisk

COMBINED CERTIFICATIONS FOR CONTRACTING WITH THE STATE OF ARKANSAS

Pursuant to Arkansas law, a vendor must certify as specified below and as designated by the applicable laws.

1. **Israel Boycott Restriction:** For contracts valued at \$1,000 or greater.
A public entity shall not contract with a person or company (the "Contractor") unless the Contractor certifies in writing that the Contractor is not currently engaged in a boycott of Israel. If at any time after signing this certification the Contractor decides to boycott Israel, the Contractor must notify the contracting public entity in writing. See Arkansas Code Annotated § 25-1-503.
2. **Illegal Immigrant Restriction:** For contracts valued at \$25,000 or greater.
No state agency may contract for services with a Contractor who knowingly employs or contracts with an illegal immigrant. The Contractor shall certify that it does not knowingly employ, or contract with, illegal immigrants. See Arkansas Code Annotated § 19-11-105.
3. **Energy, Fossil Fuel, Firearms, and Ammunition Industries Boycott Restriction:** For contracts valued at \$75,000 or greater.
A public entity shall not contract unless the contract includes a written certification that the Contractor is not currently engaged in and agrees not to engage in, a boycott of an Energy, Fossil Fuel, Firearms, or Ammunition Industry for the duration of the contract. See Arkansas Code Annotated § 25-1-1102.
4. **Scrutinized Company Restriction:** Required with bid or proposal submission.
A state agency shall not contract with a Scrutinized Company or a company that employs a Scrutinized Company as a subcontractor. A Scrutinized Company is a company owned in whole or with a majority ownership by the government of the People's Republic of China. A state agency shall require a company that submits a bid or proposal for a contract to certify that it is not a Scrutinized Company and does not employ a Scrutinized Company as a subcontractor. See Arkansas Code Annotated § 25-1-1203.

By signing this form, the Contractor agrees and certifies they are not a Scrutinized Company and they do not currently and shall not for the aggregate term of any resultant contract:

- Boycott Israel.
- Knowingly employ or contract with illegal immigrants.
- Boycott Energy, Fossil Fuel, Firearms, or Ammunition Industries.
- Employ a Scrutinized Company as a subcontractor.

Contract Number: _____ Description: _____

Agency Name: **UA-Pulaski Technical College** _____

Vendor Number: _____ Vendor Name: _____

Vendor Signature

Date

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:

SUBCONTRACTOR NAME:

☐ Yes ☐ No

IS THIS FOR:

☐ Goods?

☐ Services? ☐ Bot ?

TAXPAYER ID NAME:

YOUR LAST NAME:

FIRST NAME:

M.I.:

ADDRESS:

CITY:

STATE:

ZIP CODE:

COUNTRY:

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

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.]	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Relation
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?		
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)	Position of Control
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

☐ None of the above applies

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 _____ Title _____ Date _____

Vendor Contact Person _____ Title _____ Phone No. _____

Agency use only

Agency Number _____ Agency Name _____ Agency Contact Person _____ Contact Phone No. _____ Contract or Grant No. _____

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Print Form



Purchasing Department
3000 West Scenic Drive
North Little Rock, AR 72118
(501)-812-2200 Fax (501)-812-2393

19-11-104. Equal Opportunity Policy.

Any entity or person bidding on a state contract, responding to a request for proposals regarding a state contract, responding to a request for qualifications regarding a state contract, or negotiating a contract with the state for professional or consulting services to submit to the Office of State Procurement of the Department of Finance and Administration the most current equal opportunity policy of the entity or person.

(b) The office and a state agency shall require a copy of the most current equal opportunity policy of an entity or person to be filed with the office or state agency for public inspection as a condition precedent to:

(1) Accepting a letter of intent, bid, proposal, or statement of qualification with regard to a state contract from the entity or person; or

(2) Entering negotiations with the entity or person for a professional or consulting services contract with the state.

The following is to be completed by any business or individual prior to entering into a contract with UA – Pulaski Technical College. (Check appropriate box)

_____ EO Policy Attached (Mandatory, if available)

_____ Checking this box indicates that no Equal Employment Opportunity Policy is available by the business or individual. And, it constitutes a formal declaration that no Equal Employment Opportunity Policy is available for the undersigned business or individual.

Business Name or Individual: _____

Title: _____ Date: _____

Signature of Authorized Agent: _____