

Garrity, Marty

From: Schmidt, Kathy
Sent: Thursday, November 16, 2023 4:44 PM
To: Thayer, Jill E.
Cc: Garrity, Marty
Subject: FW: Clarification for DHS Contract - AR Spanish Interpreters
Attachments: 710-23-0039-REVISED-Solicitation-Clean-Version.pdf; 710-23-0039 Addendum 1.pdf; 710-23-0039 Addendum 2.pdf; Translation-Interpretation-Network-Official-Bid-Price-Sheet.Rev_.pdf; Linguistica-Official-Bid-Price-Sheet.Rev_.pdf; AR-Spanish-Interpreters-Translator-Official-Bid-Price-Sheet.pdf; Interprenet-Official-Bid-Price-Sheet.Rev_.pdf

From: Sarah Cunningham [mailto:Sarah.Cunningham@dhs.arkansas.gov]
Sent: Thursday, November 16, 2023 4:43 PM
To: Schmidt, Kathy <schmidtk@blr.arkansas.gov>
Cc: Steven Parkinson <Steven.Parkinson@dhs.arkansas.gov>; Misty Eubanks <Misty.BowenEubanks@dhs.arkansas.gov>; Mitch Rouse <Mitch.Rouse@dhs.arkansas.gov>; Lori McDonald <Lori.McDonald@dhs.arkansas.gov>
Subject: Clarification for DHS Contract - AR Spanish Interpreters

Kathy,

Thank you for this opportunity to provide the DHS Interpreter solicitation information that was specifically requested during the ALC Review Sub-committee held on November 14, 2023. I have also included additional background information to clarify some items that were discussed during the same meeting.

Previous Contract (Contract No. 4600038377):

The DHS Interpreter Contract was originally awarded off of an IFB and had an original contract start date of October 1, 2016. The end of the seventh renewal period under the original contract ended September 30, 2023. Arkansas Spanish Interpreters was the vendor for this contract. Six different DHS divisions utilized this contract.

Invitation for Bid (Solicitation 710-23-0039):

DHS Office of Procurement worked with the six DHS divisions who utilize services under this contract to update the language and obtain estimated utilization quantities. See attached copy of the IFB solicitation and addendums.

IFB 710-23-0039 Timeline:

- Posted: April 12, 2023
- Original Deadline for Bid Submissions: May 3, 2023
 - Extended Deadline for Bid Submissions: May 16, 2023
- Intended Date for Award Announcement: originally May 12, 2023
 - Extended to May 25, 2023

Bids Received:

1. Interprenet	\$415,160.00
2. Linguistica International	197,114.00*
3. Arkansas Spanish Interpreters	231,022.50
4. Translation & Interpretation Network LLC	358,878.00

*Linguistica International's bid was disqualified on 5/18/23:

The bid submitted by Linguistica International did not include pricing for all required items, specifically: (Pricing for AOC Registered and Certified Interpreter Services).

Contract awarded to Arkansas Spanish Interpreters & Translators since they were the lowest bid cost. There are no percentages or weights assigned on an IFB as it is awarded to lowest cost bidder.

Current Contract (Contract No. 4600052800)

This Contract start date was October 1, 2023 to replace the expired contract that ended September 30, 2023. The original amount requested was the annual amount as bid by the winning bidder of \$231,022.50. This amount was based upon the forecast estimated utilization included within IFB 710-23-0039. There are currently six DHS divisions who all utilize this contract (Division of Children and Family Services, Division of County Operations, Division of Aging and Adult Behavioral Services, Division of Provider Service and Quality Assurance, Division of Office of Appeals and Hearings, Division of Youth Services, Division of Developmental Disabilities, Division of Medical Services). The services rendered under this contract are billed upon utilization and receipt of services only.

Amendment 01:

A divisional client reached out to the procurement staff to alert that their projected usage for the entirety of FY24 was updated and potentially going to equate to about \$750,000 and that an amendment was needed to account for this increased utilization projection. Since this contract is utilized by six divisions across the agency, an additional utilization projection was added (which brought the total funding to \$1.3 million) to accommodate any potential usage the remaining divisions would have, which was double the individual divisional projection. This was done so that all of the Divisions could access funding for their interpretation services needs as well. This additional projection was done in order to prevent inhibiting other divisions' interpretation services needs.

We have had the division go back and review their updated projected utilization to confirm numbers since Tuesday's November 14, 2023 ALC Review meeting, and it appears that the utilization projections for FY24 were inflated by error. Upon further review, DHS does not need any funding added immediately as was the original understanding, and DHS respectfully requests this contract amendment be withdrawn from the December ALC Review agenda. Given the current utilization projections, we anticipate potentially coming back at some point in the future requesting for money to be added.

With that, I would like to clarify that DHS has not overspent its legislative authority, and that the usage quoted at the table during November 14, 2023 meeting was misstated as current utilization within the past month rather than the projected utilization over the full FY24.

Please advise if any further information is requested at this time.

Thank you,



Sarah Cunningham, J.D.
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Chief Procurement Officer

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