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P.O. Box 3649, 5210 Grand Avenue, Fort Smith, Arkansas 72903 (479)788-7073 (479)788-7075 (Fax)

## **ATTENTION BIDDERS**

Act 2157 of 2005 of the Arkansas Regular Legislative Session requires that any business or person bidding, responding to a request for proposal, request for qualifications, or negotiating a contract with the State for professional or consultant services, submit their most current equal opportunity policy (EO Policy).

Although bidders are encouraged to have a viable equal opportunity policy, a written response stating the bidder does not have such an EO Policy will be considered the bidder's response and will be acceptable in complying with the requirement of Act 2157.

Submitting the EO Policy is a one-time requirement. The University of Arkansas Fort Smith Procurement Department will maintain a database of policies or written responses from bidder.

**NOTE:** This is a mandatory requirement when submitting an offer as described above.

Please complete and return the attached form with your bid.

Should you have any questions regarding this requirement, please contact this office by calling (479)788-7073.

Sincerely,

Rhonda Caton  
Agency Purchasing Official



July 31, 2015

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**REQUIRED EQUAL OPPORTUNITY POLICY INFORMATION (to be completed by businesses or person submitting response)**

Check appropriate box:

\_\_\_\_\_ EO Policy attached

\_\_\_\_\_ EO Policy previously submitted to UA Fort Smith Procurement Department

\_\_\_\_\_ EO Policy is not available from business or person

Company or Individual Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_