**Question**:

What is the University’s remote worker population?

**Answer**:

Approximately 300 employees.

**Question**:

Please confirm that all of the University’s physical work locations are listed on the provided site ([https://www.uasys.edu/campuses-units/](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.uasys.edu%2Fcampuses-units%2F&data=04%7C01%7Clcheak%40uasys.edu%7C71c463e72cad487d00a208d9156e7780%7C8c1a87cb80b7413f9ae855c6a5370604%7C1%7C0%7C637564386463943249%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=DNL0Tl%2FjccgSssvWaVmVomJKV%2FHwoHmQh2q5WdCrv%2BY%3D&reserved=0)).

**Answer**:

The site referenced provides links to each campus in the University of Arkansas System. The System has physical work locations in 96 cities in Arkansas including:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Alma |  | Danville |  | Hot Springs |  | Monticello |  | Russellville |
| Arkadelphia |  | Dardanelle |  | Huntsville |  | Morrilton |  | Salem |
| Ash Flat |  | DeQueen |  | Jasper |  | Mountain Home |  | Searcy |
| Ashdown |  | DeValls Bluff |  | Jonesboro |  | Mountain View |  | Sheridan |
| Augusta |  | DeWitt |  | Keiser |  | Mt. Ida |  | Springdale |
| Barling |  | Dierks |  | Lake Village |  | Murfressboro |  | Star City |
| Batesville |  | El Dorado |  | Lewisville |  | Nashville |  | State University |
| Benton |  | Fayetteville |  | Little Rock |  | Newport |  | Stuttgart |
| Bentonville |  | Fordyce |  | Lockesburg |  | North Little Rock |  | Texarkana |
| Berryville |  | Forrest City |  | Lonoke |  | Ozark |  | Van Buren |
| Blytheville |  | Ft. Smith |  | Lowell |  | Paragould |  | Waldron |
| Booneville |  | Greenwood |  | Magnolia |  | Paris |  | Walnut Ridge |
| Camden |  | Hamburg |  | Malvern |  | Perryville |  | Warren |
| Clarendon |  | Hampton |  | Marianna |  | Piggott |  | West Memphis |
| Clarksville |  | Harrisburg |  | Marion |  | Pine Bluff |  | Wynne |
| Clinton |  | Harrison |  | Marshall |  | Pocahontas |  | Yellville |
| Colt |  | Heber Springs | Maumelle |  | Prescott |  |  |
| Conway |  | Helena |  | McGehee |  | Rison |  |  |
| Corning |  | West Helena |  | Melbourne |  | Rogers |  |  |
| Crosssett |  | Hope |  | Mena |  | Rohwer |  |  |

There are also two work locations outside of the State of Arkansas: Hurlburt Field, Florida and Millington, TN.

**Question**:

Outside of the initial employee tax withholding analysis for your remote worker population, would the selected firm be asked to provide periodic updates?  If so, how often?  Are any compliance or system configuration functions included in the scope of services?

**Answer**:

Periodic Updates may be requested, and the timing is dependent on changes in laws and regulations. Compliance and system configuration functions are not included in the scope of services at this time.

**Question**:

Can you provide additional context on the scope of services related to state unemployment insurance reporting requirements?  Is this advisory in nature, or is the University looking for compliance and reporting support?

**Answer**:

The University is looking for compliance and reporting support.

**Question**:

Can you please provide additional context to further explain the request around Workers’ Compensation guidance? What types of Workers’ compensation guidance is in scope?

* + 1. State level reporting requirements?
		2. Workers’ compensation program administration guidance?
		3. Applicability and need for out of state workers’ compensation coverage for remote employees?
		4. Other guidance not listed above?

**Answer**:

The University is looking for guidance in all the areas listed.

**Question**:

Can you provide additional detail on the scope of services related to employee retention credit support?  Are these advisory services, or is the University looking for assistance with the identification of eligible employees, hours, and wages, and the calculation and validation of credits?

**Answer**:

The University is requesting advisory services related to the employee retention credit.

**Question**:

For pricing purposes, how many hours of advisory support are you anticipating annually for ad-hoc support?

**Answer**:

The University is unsure how many hours may be needed at this time and will have a better understanding as the engagement progresses.