NOTICE

Child Abuse Forensic Interviewing and Medical Examination Service

REQUEST FOR PROPOSALS (RFP)-26-80

The City of Bentonville, Arkansas (City) is accepting formal proposals from properly qualified, experienced, licensed, and insured providers to supply forensic interviewing and forensic medical examination services for children involved in suspected or confirmed child abuse cases for the City of Bentonville Police Department. The awarded Proposer will be required to sign a binding Contract with the City; the awarded Contract will be for a one (1) year term, renewable annually upon mutual written agreement for a maximum term not to exceed three (3) years. The City reserves the right to award a contract to one or multiple Proposers based on the City's sole determination and in accordance with the City's best interest.

Interested parties can obtain the required Response Packet by emailing purchasing@bentonville.ar.gov or by calling 479-271-3115, or from the Purchasing and Compliance Department located at the address below. The Response Packet may also be downloaded from the Purchasing and Compliance page of the City's website, (http://www.bentonville.ar.gov/211/Purchasing) by clicking 'Beacon Bid Portal' and then clicking 'View Open Solicitations'; however, the City encourages any Parties whom download the Response Packet to alert the Purchasing and Compliance Department via the contact information above to ensure they receive any issued Addenda or Q&A. Interested Parties should note that there may be a 24-48 hour delay in the Response Packets being uploaded on the City's website from the date of publication.

The deadline for submission of a Proposal in response to this request is November 18, 2026, at 1:00 PM CST. The City is utilizing E-bidding via Beacon Bid for this RFP-26-80 as well as accepting physical hard copy submissions. Respondents may access Beacon Bid by visiting the Purchasing and Compliance Page of the City's website (http://www.bentonville.ar.gov/211/purchasing) by clicking "Beacon Bid Portal" and then clicking "View Open Solicitations" and then clicking "RFP-26-80". Submissions must be uploaded to Beacon Bid or must be mailed or hand delivered in a sealed envelope to the City of Bentonville Purchasing and Compliance Department, located in the City of Bentonville Administrative Services Building on the 2nd floor, 1000 SW 14th Street, Bentonville, AR 72712. All submissions must be received by Purchasing and Compliance prior to the deadline to submit (November 18, 2026, at 1:00 PM CST). Late submissions or unsigned Submissions will be rejected, without exception. In accordance with Arkansas Procurement Law and Rules, it is the responsibility of vendors to submit responses digitally or at the designated location before the deadline date and time.

The City of Bentonville encourages all qualified small, minority and women owned business enterprises to submit proposals/bids for City contracts.

Questions must be submitted via Beacon Bid or through written communication only to purchasing@bentonville.ar.gov The deadline for questions to be submitted regarding this request is November 12, 2026, at 2:00 PM CST, after this time the city will only provide clarifications or responses pertaining to items in the Response Documents that do not result in a change or Addendum (see Response Documents for additional information).

Department Responsible for Advertising Costs: Purchasing and Compliance $237.12

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