STATE OF KANSAS

DEPARTMENT OF ADMINISTRATION
OFFICE OF PROCUREMENT AND CONTRACTS
900 S.W. JACKSON ST., ROOM 451 SOUTH
TOPEKA, KS 66612



PHONE: (785) 296-2376 FAX: (785) 296-7240 http://admin.ks.gov/offices/procurement-and-contracts

CONTRACT AWARD

Date of Award: June 04, 2018

Contract ID: 000000000000000000045021

Event ID: EVT0005549

Replace Contract: 39025 and 42634

Procurement Officer: Angela Brown **Telephone:** 785/296-7251

E-Mail Address: angela.brown@ks.gov

Web Address: http://admin.ks.gov/offices/procurement-and-contracts

Item: Computer Based Training

Agency/Business Unit: Statewide Optional Use

Period of Contract: June 04, 2018 through March 31, 2020

(With the option to renew for three (3) additional 12-month periods)

Contractor: SKILLSOFT CORPORATION

107 NORTHEASTERN BLVD NASHUA, NH 03062-1916

 Vendor ID:
 0000001305

 FEIN:
 02-0496115

 Contact Person:
 Jared Allmond

E-Mail: jared.allmond@skillsoft.com

Local Telephone: 865-692-4764 **Fax**: 603-821-3505

Payment Terms: Net 30

Political Subdivisions: Pricing is available to the political subdivisions of the State of Kansas.

Procurement Cards: Agencies may not use a P-Card for purchases from this contract.

Administrative Fee: Administrative Fees have been incorporated into the unit prices of this contract.

Amendments:

Amendment 1 – Renews contract through March 31, 2020 and effective, April 1, 2019 adds the Percipio Platform and 2 new collections, Leadership Development Program and Digital Transformation.

The above referenced contract award was recently posted to Procurement and Contracts website. The document can be downloaded by going to the following website: http://www.da.ks.gov/purch/Contracts/

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1. Terms and Conditions

1.1. Contract Documents

In the event of a conflict in terms of language among the documents, the following order of precedence shall govern:

- Form DA 146a;
- written modifications to the executed contract;
- written contract signed by the parties;
- the Bid Event documents, including any and all amendments; and
- Contractor's written offer submitted in response to the Bid Event as finalized.

1.2. Captions

The captions or headings in this contract are for reference only and do not define, describe, extend, or limit the scope or intent of this contract.

1.3. Definitions

A glossary of common procurement terms is available at http://admin.ks.gov/offices/procurement-and-contracts, under the "Procurement Forms" link.

1.4. Contract Formation

No contract shall be considered to have been entered into by the State until all statutorily required signatures and certifications have been rendered and a written contract has been signed by the contractor.

1.5. Notices

All notices, demands, requests, approvals, reports, instructions, consents or other communications (collectively "notices") that may be required or desired to be given by either party to the other shall be IN WRITING and addressed as follows:

Kansas Procurement and Contracts 900 SW Jackson, Suite 451-South Topeka, Kansas 66612-1286 RE: Contract Number 45021

or to any other persons or addresses as may be designated by notice from one party to the other.

1.6. Statutes

Each and every provision of law and clause required by law to be inserted in the contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein. If through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then on the application of either party the contract shall be amended to make such insertion or correction.

1.7. Governing Law

This contract shall be governed by the laws of the State of Kansas and shall be deemed executed in Topeka, Shawnee County, Kansas.

1.8. Jurisdiction

The parties shall bring any and all legal proceedings arising hereunder in the State of Kansas District Court of Shawnee County, unless otherwise specified and agreed upon by the State of Kansas. Contractor waives personal service of process, all defenses of lack of personal jurisdiction and forum non conveniens. The Eleventh Amendment of the United States Constitution is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this Agreement shall be deemed a waiver of the Eleventh Amendment

1.9. Mandatory Provisions

The provisions found in Contractual Provisions Attachment (DA 146a) are incorporated by reference and made a part of this contract.

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1.10. Termination for Cause

The Director of Purchases may terminate this contract, or any part of this contract, for cause under any one of the following circumstances:

- the Contractor fails to make delivery of goods or services as specified in this contract;
- the Contractor provides substandard quality or workmanship;
- · the Contractor fails to perform any of the provisions of this contract, or
- the Contractor fails to make progress as to endanger performance of this contract in accordance with its terms.

The Director of Purchases shall provide Contractor with written notice of the conditions endangering performance. If the Contractor fails to remedy the conditions within thirty days from the receipt of the notice, the Director of Purchases shall issue the Contractor an order to stop work immediately. Receipt of the notice shall be presumed to have occurred within three (3) days of the date of the notice.

1.11. Termination for Convenience

The Director of Purchases may terminate performance of work under this contract in whole or in part whenever, for any reason, the Director of Purchases shall determine that the termination is in the best interest of the State of Kansas. In the event that the Director of Purchases elects to terminate this contract pursuant to this provision, it shall provide the Contractor written notice at least 30 days prior to the termination date. The termination shall be effective as of the date specified in the notice. The Contractor shall continue to perform any part of the work that may have not been terminated by the notice.

1.12. Rights and Remedies

If this contract is terminated, the State, in addition to any other rights provided for in this contract, may require the Contractor to transfer title and deliver to the State in the manner and to the extent directed, any completed materials. The State shall be obligated only for those services and materials rendered and accepted prior to the date of termination.

In the event of termination, the Contractor shall receive payment prorated for that portion of the contract period services were provided to or goods were accepted by State subject to any offset by State for actual damages including loss of federal matching funds.

The rights and remedies of the State provided for in this contract shall not be exclusive and are in addition to any other rights and remedies provided by law.

1.13. Antitrust

If the Contractor elects not to proceed with performance under any such contract with the State, the Contractor assigns to the State all rights to and interests in any cause of action it has or may acquire under the anti-trust laws of the United States and the State of Kansas relating to the particular products or services purchased or acquired by the State pursuant to this contract.

1.14. Hold Harmless

The Contractor shall indemnify the State against any and all loss or damage to the extent arising out of the Contractor's negligence in the performance of services under this contract and for infringement of any copyright or patent occurring in connection with or in any way incidental to or arising out of the occupancy, use, service, operations or performance of work under this contract.

The State shall not be precluded from receiving the benefits of any insurance the Contractor may carry which provides for indemnification for any loss or damage to property in the Contractor's custody and control, where such loss or destruction is to state property. The Contractor shall do nothing to prejudice the State's right to recover against third parties for any loss, destruction or damage to State property.

1.15. Force Majeure

The Contractor shall not be held liable if the failure to perform under this contract arises out of causes beyond the control of the Contractor. Causes may include, but are not limited to, acts of nature, fires, tornadoes, quarantine, strikes other than by Contractor's employees, and freight embargoes.

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1.16. Assignment

The Contractor shall not assign, convey, encumber, or otherwise transfer its rights or duties under this contract without the prior written consent of the State. State may reasonably withhold consent for any reason.

This contract may terminate for cause in the event of its assignment, conveyance, encumbrance or other transfer by the Contractor without the prior written consent of the State.

1.17. Third Party Beneficiaries

This contract shall not be construed as providing an enforceable right to any third party.

1.18. Waiver

Waiver of any breach of any provision in this contract shall not be a waiver of any prior or subsequent breach. Any waiver shall be in writing and any forbearance or indulgence in any other form or manner by State shall not constitute a waiver.

1.19. Injunctions

Should Kansas be prevented or enjoined from proceeding with the acquisition before or after contract execution by reason of any litigation or other reason beyond the control of the State, Contractor shall not be entitled to make or assert claim for damage by reason of said delay.

1.20. Staff Qualifications

The Contractor shall warrant that all persons assigned by it to the performance of this contract shall be employees of the Contractor (or specified Subcontractor) and shall be fully qualified to perform the work required. The Contractor shall include a similar provision in any contract with any Subcontractor selected to perform work under this contract.

Failure of the Contractor to provide qualified staffing at the level required by the contract specifications may result in termination of this contract or damages.

1.21. Subcontractors

The Contractor shall be the sole source of contact for the contract. The State will not subcontract any work under the contract to any other firm and will not deal with any subcontractors. The Contractor is totally responsible for all actions and work performed by its subcontractors. All terms, conditions and requirements of the contract shall apply without qualification to any services performed or goods provided by any subcontractor.

1.22. Independent Contractor

Both parties, in the performance of this contract, shall be acting in their individual capacity and not as agents, employees, partners, joint ventures or associates of one another. The employees or agents of one party shall not be construed to be the employees or agents of the other party for any purpose whatsoever.

The Contractor accepts full responsibility for payment of unemployment insurance, workers compensation, social security, income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this contract.

1.23. Worker Misclassification

The Contractor and all lower tiered subcontractors under the Contractor shall properly classify workers as employees rather than independent contractors and treat them accordingly for purposes of workers' compensation insurance coverage, unemployment taxes, social security taxes, and income tax withholding. Failure to do so may result in contract termination.

1.24. Immigration and Reform Control Act of 1986 (IRCA)

All contractors are expected to comply with the Immigration and Reform Control Act of 1986 (IRCA), as may be amended from time to time. This Act, with certain limitations, requires the verification of the employment status of all individuals who were hired on or after November 6, 1986, by the Contractor as well as any subcontractor or sub-contractors. The usual method of verification is through the Employment Verification (I-9) Form.

The Contractor hereby certifies without exception that such Contractor has complied with all federal and state laws relating to immigration and reform. Any misrepresentation in this regard or any employment of persons not authorized to work in the United States constitutes a material breach and, at the State's option, may subject the contract to termination for cause and any applicable damages.

Unless provided otherwise herein, all contractors are expected to be able to produce for the State any documentation or other such evidence to verify Contractor's IRCA compliance with any provision, duty, certification or like item under the contract.

1.25. Proof of Insurance

Upon request, the Contractor shall present an affidavit of Worker's Compensation, Public Liability, and Property Damage Insurance to Procurement and Contracts.

1.26. Conflict of Interest

The Contractor shall not knowingly employ, during the period of this contract or any extensions to it, any professional personnel who are also in the employ of the State and providing services involving this contract or services similar in nature to the scope of this contract to the State. Furthermore, the Contractor shall not knowingly employ, during the period of this contract or any extensions to it, any state employee who has participated in the making of this contract until at least two years after his/her termination of employment with the State.

1.27. Nondiscrimination and Workplace Safety

The Contractor agrees to abide by all federal, state and local laws, and rules and regulations prohibiting discrimination in employment and controlling workplace safety. Any violations of applicable laws or rules or regulations may result in termination of this contract.

1.28. Confidentiality

The Contractor may have access to private or confidential data maintained by State to the extent necessary to carry out its responsibilities under this contract. Contractor must comply with all the requirements of the Kansas Open Records Act (K.S.A. 45-215 et seq.) in providing services under this contract. Contractor shall accept full responsibility for providing adequate supervision and training to its agents and employees to ensure compliance with the Act. No private or confidential data collected, maintained or used in the course of performance of this contract shall be disseminated by either party except as authorized by statute, either during the period of the contract or thereafter. Contractor agrees to return any or all data furnished by the State promptly at the request of State in whatever form it is maintained by Contractor. On the termination or expiration of this contract, Contractor shall not use any of such data or any material derived from the data for any purpose and, where so instructed by State, shall destroy or render it unreadable.

1.29. Environmental Protection

The Contractor shall abide by all federal, state and local laws, and rules and regulations regarding the protection of the environment. The Contractor shall report any violations to the applicable governmental agency. A violation of applicable laws or rule or regulations may result in termination of this contract for cause.

1.30. Care of State Property

The Contractor shall be responsible for the proper care and custody of any state owned personal tangible property and real property furnished for Contractor's use in connection with the performance of this contract. The Contractor shall reimburse the State for such property's loss or damage caused by the Contractor, except for normal wear and tear.

1.31. Prohibition of Gratuities

Neither the Contractor nor any person, firm or corporation employed by the Contractor in the performance of this contract shall offer or give any gift, money or anything of value or any promise for future reward or compensation to any State employee at any time.

1.32. Retention of Records

Unless the State specifies in writing a different period of time, the Contractor agrees to preserve and make available at reasonable times all of its books, documents, papers, records and other evidence involving

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transactions related to this contract for a period of five (5) years from the date of the expiration or termination of this contract.

Matters involving litigation shall be kept for one (1) year following the termination of litigation, including all appeals, if the litigation exceeds five (5) years.

The Contractor agrees that authorized federal and state representatives, including but not limited to, personnel of the using agency; independent auditors acting on behalf of state and/or federal agencies shall have access to and the right to examine records during the contract period and during the five (5) year post contract period. Delivery of and access to the records shall be within five (5) business days at no cost to the state.

1.33. Off-Shore Sourcing

If, during the term of the contract, the Contractor or subcontractor plans to move work previously performed in the United States to a location outside of the United States, the Contractor shall immediately notify the Procurement and Contracts and the respective agency in writing, indicating the desired new location, the nature of the work to be moved and the percentage of work that would be relocated. The Director of Purchases, with the advice of the respective agency, must approve any changes prior to work being relocated. Failure to obtain the Director's approval may be grounds to terminate the contract for cause.

1.34. On-Site Inspection

Failure to adequately inspect the premises shall not relieve the Contractor from furnishing without additional cost to the State any materials, equipment, supplies or labor that may be required to carry out the intent of this Contract.

1.35. Indefinite Quantity Contract

This is an open-ended contract between the Contractor and the State to furnish an undetermined quantity of a good or service in a given period of time. The quantities ordered will be those actually required during the contract period, and the Contractor will deliver only such quantities as may be ordered. No guarantee of volume is made. An estimated quantity based on past history or other means may be used as a guide.

1.36. Prices

Prices shall remain firm for the entire contract period and subsequent renewals. Prices shall be net delivered, including all trade, quantity and cash discounts. Any price reductions available during the contract period shall be offered to the State of Kansas. Failure to provide available price reductions may result in termination of the contract for cause.

1.37. Contract Price

Statewide contracts are awarded by the Procurement and Contracts to take advantage of volume discount pricing for goods and services that have a recurring demand from one or more agencies. However, if a state agency locates a vendor that can provide the identical item at a lower price, a waiver to "buy off state contract" may be granted by the Procurement and Contracts.

1.38. Payment

Payment Terms are Net 30 days. Payment date and receipt of order date shall be based upon K.S.A. 75-6403(b). This Statute requires state agencies to pay the full amount due for goods or services on or before the 30th calendar day after the date the agency receives such goods or services or the bill for the goods and services, whichever is later, unless other provisions for payment are agreed to in writing by the Contractor and the state agency. NOTE: If the 30th calendar day noted above falls on a Saturday, Sunday, or legal holiday, the following workday will become the required payment date.

Payments shall not be made for costs or items not listed in this contract.

Payment schedule shall be on a frequency mutually agreed upon by both the agency and the Contractor.

1.39. Accounts Receivable Set-Off Program

If, during the course of this contract the Contractor is found to owe a debt to the State of Kansas, a state agency, municipality, or the federal government, agency payments to the Contractor may be intercepted / setoff by the State of Kansas. Notice of the setoff action will be provided to the Contractor. Pursuant to K.S.A. 75-6201 et seq. Contractor shall have the opportunity to challenge the validity of the debt. The

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Contractor shall credit the account of the agency making the payment in an amount equal to the funds intercepted.

K.S.A. 75-6201 et seq. allows the Director of Accounts & Reports to setoff funds the State of Kansas owes Contractors against debts owed by the Contractors to the State of Kansas, state agencies, municipalities, or the federal government. Payments setoff in this manner constitute lawful payment for services or goods received. The Contractor benefits fully from the payment because its obligation is reduced by the amount subject to setoff.

1.40. Federal, State and Local Taxes

Unless otherwise specified, the contracted price shall include all applicable federal, state and local taxes. The Contractor shall pay all taxes lawfully imposed on it with respect to any product or service delivered in accordance with this Contract. The State of Kansas is exempt from state sales or use taxes and federal excise taxes for direct purchases. These taxes shall not be included in the contracted price. Upon request, the State shall provide to the Contractor a certificate of tax exemption.

The State makes no representation as to the exemption from liability of any tax imposed by any governmental entity on the Contractor.

1.41. Quarterly Reports

The Contractor shall be required to file a quarterly report by each state agency or political subdivision making purchases under this contract. Reports are due no later than 30 days after the end of each calendar quarter and shall correlate with figures submitted as Administrative Fees (see below). Above referenced reports are to be filed with Procurement and Contracts Open Records Officer or his/her designee located at 900 SW Jackson, Ste. 451-South, Topeka, KS 66612-1286. Reports may also be required to be submitted to the specific using agency.

Electronic files shall be e-mailed to the following e-mail address: reports@ks.gov, in Microsoft® Excel or Microsoft® Access Database format.

The required reporting format may be found on Procurement and Contracts website at http://admin.ks.gov/offices/procurement-and-contracts, under the "Procurement Forms" link.

Report Types - Reports shall be available reflecting the following information. Agencies and Procurement and Contracts reserve the right to request additional information.

- Sales Summary -- Report shall include a list of agencies and political subdivisions who have used the contract, a subtotal of sales to each agency or political subdivision, as well as a grand total of all sales.
- Items Sold -- Report shall include a list of items sold to agencies and political subdivisions, indicating the
 contract price and using agency, a subtotal of sales to each agency or political subdivision, as well as a
 grand total of all sales.
- Items Sold, by Agency Same as above, except sorted by agency.

1.42. Administrative Fee

Contractor(s) must pay a .5% Administrative Fee on all purchases (including political subdivisions) made against this contract. The fee is to be included in the cost of the goods or services. The Administrative Fee is to be based upon the total dollars invoiced under the contract. The Administrative Fee shall be made in check form, payable to the "State of Kansas - Procurement and Contracts" and must be paid within 30 days following the end of each quarter. Fees paid under this mandate shall correlate with figures submitted on the quarterly reports.

1.43. Debarment of State Contractors

Any Contractor who defaults on delivery or does not perform in a satisfactory manner as defined in this Agreement may be barred for up to a period of three (3) years, pursuant to K.S.A. 75-37,103, or have its work evaluated for pre-qualification purposes. Contractor shall disclose any conviction or judgment for a criminal or civil offense of any employee, individual or entity which controls a company or organization or will perform work under this Agreement that indicates a lack of business integrity or business honesty. This includes (1) conviction of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract or in the performance of such contract or subcontract; (2) conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records,

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receiving stolen property; (3) conviction under state or federal antitrust statutes; and (4) any other offense to be so serious and compelling as to affect responsibility as a state contractor. For the purpose of this section, an individual or entity shall be presumed to have control of a company or organization if the individual or entity directly or indirectly, or acting in concert with one or more individuals or entities, owns or controls 25 percent or more of its equity, or otherwise controls its management or policies. Failure to disclose an offense may result in the termination of the contract.

1.44. Materials and Workmanship

The Contractor shall perform all work and furnish all supplies and materials, machinery, equipment, facilities, and means, necessary to complete all the work required by this Contract, within the time specified, in accordance with the provisions as specified.

The Contractor shall be responsible for all work put in under these specifications and shall make good, repair and/or replace, at the Contractor's own expense, as may be necessary, any defective work, material, etc., if in the opinion of agency and/or Procurement and Contracts said issue is due to imperfection in material, design, workmanship or Contractor fault.

1.45. Industry Standards

If not otherwise provided, materials or work called for in this contract shall be furnished and performed in accordance with best established practice and standards recognized by the contracted industry and comply with all codes and regulations which shall apply.

1.46. Implied Requirements

All products and services not specifically mentioned in this contract, but which are necessary to provide the functional capabilities described by the specifications, shall be included.

1.47. Inspection

The State reserves the right to reject, on arrival at destination, any items which do not conform with specification of the Contract.

1.48. Acceptance

No contract provision or use of items by the State shall constitute acceptance or relieve the Contractor of liability in respect to any expressed or implied warranties.

1.49. Ownership

All data, forms, procedures, software, manuals, system descriptions and work flows developed or accumulated by the Contractor under this contract shall be owned by the using agency. The Contractor may not release any materials without the written approval of the using agency.

1.50. Information/Data

Any and all information/data required to be provided at any time during the contract term shall be made available in a format as requested and/or approved by the State.

1.51. Certification of Materials Submitted

The Bid document, together with the specifications set forth herein and all data submitted by the Contractor to support their response including brochures, manuals, and descriptions covering the operating characteristics of the item(s) proposed, shall become a part of the contract between the Contractor and the State of Kansas. Any written representation covering such matters as reliability of the item(s), the experience of other users, or warranties of performance shall be incorporated by reference into the contract.

1.52. Transition Assistance

In the event of contract termination or expiration, Contractor shall provide all reasonable and necessary assistance to State to allow for a functional transition to another vendor.

1.53. Integration

This contract, in its final composite form, shall represent the entire agreement between the parties and shall supersede all prior negotiations, representations or agreements, either written or oral, between the parties relating to the subject matter hereof. This Agreement between the parties shall be independent of and have no effect on any other contracts of either party.

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1.54. Modification

This contract shall be modified only by the written agreement and approval of the parties. No alteration or variation of the terms and conditions of the contract shall be valid unless made in writing and signed by the parties. Every amendment shall specify the date on which its provisions shall be effective.

1.55. Severability

If any provision of this contract is determined by a court of competent jurisdiction to be invalid or unenforceable to any extent, the remainder of this contract shall not be affected and each provision of this contract shall be enforced to the fullest extent permitted by law.

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2. Specifications

Contract Refresh: This original RFP may be re-released, at the sole discretion of the State of Kansas, throughout the contract term in order to add additional contractors. Awarded Contractors during the initial or subsequent solicitations will not be required to resubmit proposals to subsequent releases. However, Contractors already selected may update their original responses, at these times, if changes have occurred.

Scope: Contractor(s) shall provide CBT services as indicated herein, by various price offerings, from which the users may pick and choose what courses are desired at the time and which awarded Contractor is utilized. The State of Kansas has employees working in the areas of public service, law enforcement, customer service, IT professionals, highway maintenance, health care and many other areas. It is important that offerings provide training which meets the needs of this varied workforce.

A list of all state agencies and the FTE's for each is included in the State of Kansas Workforce Report for 2016. Bidders may review all State of Kansas agencies with corresponding numbers of FTE's to understand the full potential of numbers of users of this contract. http://admin.ks.gov/offices/personnel-services/agency-information/workforce-reports

Services to be Provided:

- All courses available through the program shall be ADA compatible.
- Users shall have the ability to bookmark/save a course, so that the course does not have to be completed in one (1) sitting.
- Users shall have the ability to access the courses 24 hours per day, 7 days per week.
- Courses shall be SCORM/AICC compliant.
- Hosted content must integrate with each agency's Learning Management System (LMS) so that users can
 launch courses through the agency's LMS and have the completion results (status, score, etc.) passed back to
 the agency's LMS using the prescribed API requirements. Currently the different Learning Management
 Systems being used are Pathlore, PeopleSoft, Learnsoft and Train. All employee training/completions records
 are tracked in these systems. Courses shall have the capability to be tested and uploaded to the different
 Learning Management Systems being used by the different agencies.
- Agencies not utilizing an LMS shall have the capability to manage, view reports, curriculum, etc. from a web portal hosted by the vendor.
- Contractor(s) shall have the capability to provide course competency mapping for end user agencies. When
 new courses are released the competency, map shall be updated and forwarded to requesting agencies within
 30 days.
- Courses are requested to be provided as a "roadmap/curriculum" option. Roadmap/curriculums would contain the courses already available grouped into a series of courses. This would allow someone interested in a series of courses, for example, surrounding Project Management or Leadership Training to be outlined with all the necessary courses they should take grouped together. This would prevent users from having to go through each course group to determine which ones were appropriate for their chosen topic or area.
- Users shall have the ability to complete a pre-and posttest at the beginning and the end of the training and achieve a score to evaluate how well the information was understood.
- Ability to review transcripts of user activity by administrators and end users.
- Ability to run reports that provides a listing of the user group, number of licenses and timeframe the license is valid.
- Ability to inactivate a license when it expires.

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Additional Features

- Provide access to the program features
- One (1) login to access all assigned program features
- Mute course audio and display a transcript
- View transcript with course progress
- Display and print mastery certificates
- Re-take course assessment to achieve a higher score
- Ability to assign courses to users
- Ability to create and assign courses to groups
- Ability to identify which courses provide continuing education credits for Doctors, Social Workers and Psychologists
- Option to have some courses presented as text or in a video.
- Offer technical courses for help in studying for certification tests, to include practice exams

Administration:

- A participating agency's administrator shall have the ability to:
 - Assign login/user IDs and passwords
 - Assign user roles/access privileges
 - Have more than one (1) program administrator
 - Assign required courses and include a deadline
 - Assign courses by student and user group
 - Create a curriculum based on available program courses
 - Assign required curriculum and include a deadline
 - Run reports on course usage by student, user group, course, curriculum, completion date, mastery date, and score o View and print user transcript
 - View and print user certificate
 - Add, delete, and update users
 - Reset user passwords
- Individual users shall not be able to add their own courses or register themselves as users.

Reports:

- A. The participating agency's Administrator shall have the ability to produce reports on:
 - Course usage by a specified user (prefer to see duration in course and hour of day completed);
 - Names of users accessing a specified course, for a specified time frame;
 - Number of users accessing a specified course, for a specified time frame;
 - Names and scores of users completing a specified course with a score above a designated percentage, for a specified time frame;
 - Number of users completing a specified course with a score above a designated percentage.
 - Name of users still in progress on specified course(s).
- B. Each user shall be able to produce a report showing the training they have completed, including their final score in each course.
- C. The Office of Procurement and Contracts requires a quarterly report submitted to the Procurement Officer indicated in section one (1) of this document. Said report shall indicate, at a minimum, all current contracts, the name of the purchasing entity, the effective dates of the contract and the number of seats/users for both state agencies and political subdivisions.

User Accounts:

- Each individual agency shall be billed on an annual basis for the number of seats/users they require.
- On an annual basis, each agency will be allowed to expand/reduce seats/users based on an analysis of the past year's usage.
- Agencies desiring to add seats/users any time after their contract year has started will be provided a prorated price based on the remaining months of the current contract.

Deliverables:

Contractor(s) shall provide Computer Based Training services through a vendor hosted, web-based CBT program.

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Participating entities will require electronic copies of a User Guide (instructions for accessing courses), as well as an Administrator Guide.

- If the Contractor(s) modifies or upgrades the format of courses, or the software/hardware on which the courses run, the modifications/upgrades shall be done in a timely manner to prevent downtime for users. The participating agency's Administrator shall be provided notification of downtime for upgrades to arrive at a mutually agreeable timeframe for the work to take place.
- Any new or updated courses added by the Contractor(s) during the contract period shall be made available to participating agencies. Older courses still used by participating agencies will be retained by the vendor at no additional cost to the State.
- Courses and Topics: Contractors offerings shall include, but not be limited to, the following courses/topics:
 - Business Courses: Leadership, supervisory, motivation, time management, stress management, dealing with people, sexual harassment, work place violence, computer basics, desk top products, etc.
 - Health Care Related Courses: HIPPA, Universal Precautions, Advanced ADA, Caring for Challenging Patients, Blood-Borne Pathogens etc.
 - Information Technology Courses: Microsoft SQL, Microsoft.Net, Oracle, Networking and Active Directory, TCP/IP, basic computer repair, Visual Studio, Solaris, AIX, IIS, Cisco, PowerBuilder, UNIX, COBOL, ColdFusion MX, SAS, JavaScript, virtual environments, Windows OS, Windows Server, IT security, SharePoint, Web publishing/design in HTML and XML, IT certification courses (A+, Network+, etc.), etc.
 - Other Courses: Defensive Driving, OSHA

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3. Costing Sheet

SECTION 1: PRICING GUIDELINES

- Swaps/Exchanges: Multi-year clients may swap or exchange their library on the anniversary date at no charge.
- Progressive Pricing: The amounts in the pricing tables set forth below represent the price per person per year at the applicable number of titles selected. Each End User level should be paid through, until the aggregate End User license level is reached. Therefore, the appropriate price is calculated by multiplying the number of individuals at each level of End Users times the price per person per year until the desired End User is reached. For example, using user-based pricing below, a 5-course library for 50 users would be calculated as follows: \$18.13 x 4 + 10 x \$14.82 + 10 X \$11.50 + 25 X \$7.21 + 1 X \$6.43 = \$522.40
- Single byte localized titles can be added for an additional 3% per language max. All single byte languages can be added for an additional 10%. Double byte localized titles can be added for an additional 3% per language max. All double byte languages can be added for an additional 12%.
- All Single and Double byte localized titles can be added for an additional 14%.
- Library offerings cannot be leveraged together for higher audiences. A 500 Person IT Library and 500 Person. Desktop Library cannot be added together to use the 1,000-person price.

SECTION 2: CONTENT SkillChoice multi-modal learning solutions were developed specifically to address the learning and productivity needs of employees. SkillChoice solutions combine courseware, Books, online mentoring and many other information resources. When provided through the Skillport learning management system, these resources are accessible through a unified search function, Search-and-Learn™, which allows individuals to view and select the learning asset most appropriate to their needs at any given moment.

SkillChoice IT	SkillChoice Business	SkillChoice Desktop	SkillChoice Complete
Content Solution Areas	Content Solution Areas	Content Solution Areas	Content Solution Areas ITPro, BusPro & OfficeEssentials Books
IT Courseware	Business Courseware	Desktop Computer Skills	Collection
ITPro Books Collection	BusPro Books Collection	OfficeEssentials Books Collection	IT, Business & Desktop Courseware
Monthly Library Updates	Monthly Library Updates	Monthly Library Updates	Monthly Library Updates
Skillport	Skillport	Skillport	Skillport
Hosting	Hosting	Hosting	Hosting
Mentoring	Mentoring	Mentoring	Mentoring

SkillChoice GSA Price

SKIIIGIIGIG GSX111IG									
Audience	De	esktop		ІТ		Bus		Complete	
1 to 4	\$	45.52	\$	295.92	\$	295.92	\$	432.50	
5 to 14	\$	37.69	\$	230.36	\$	230.36	\$	335.07	
15 to 24	\$	33.50	\$	170.72	\$	170.72	\$	295.92	
25 to 49	\$	28.45	\$	136.58	\$	136.58	\$	159.34	
50 to 99	\$	20.03	\$	120.19	\$	120.19	\$	159.34	
100 to 174	\$	18.02	\$	110.17	\$	110.17	\$	159.34	
175 to 249	\$	15.93	\$	103.91	\$	103.91	\$	159.34	
250 to 374	\$	13.65	\$	79.67	\$	79.67	\$	159.34	
375 to 499	\$	12.51	\$	79.67	\$	79.67	\$	113.81	
500 to 749	\$	11.38	\$	71.70	\$	71.70	\$	102.43	
750 to 999	\$	10.24	\$	64.53	\$	64.53	\$	79.67	
1,000 to 1,749	\$	9.10	\$	56.90	\$	56.90	\$	68.29	
1,750 to 2,499	\$	6.82	\$	31.86	\$	31.86	\$	39.83	
2,500 to 3,749	\$	5.53	\$	21.17	\$	21.17	\$	34.14	
3,750 to 4,999	\$	4.00	\$	9.78	\$	9.78	\$	13.65	
5,000 to 6,249	\$	3.41	\$	7.73	\$	7.73	\$	11.38	
6,250 to 7,499	\$	3.00	\$	7.73	\$	7.73	\$	10.24	
7,500 to 8,699	\$	1.82	\$	4.78	\$	4.78	\$	9.10	
8,700 to 9,999	\$	1.22	\$	3.98	\$	3.98	\$	7.17	
10,000	que	ote	qu	ote	qu	ote	qu	ote	

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Courseware Collections

IT Courseware Collection	Business Courseware Collection	Desktop Courseware Collection	Complete Courseware Collection
Tr Courseware Concedion	Dadined Courseware Consecution	Desktop Coardonard Concesion	Desktop Courseware Collection
			IT Courseware Collection
IT Courseware Collection	Business Courseware Collection	Desktop Courseware Collection	Business Courseware Collection
Monthly Library Updates	Monthly Library Updates	Monthly Library Updates	Monthly Library Updates
Skillport	Skillport	Skillport	Skillport
Hosting	Hosting	Hosting	Hosting
Mentoring	Mentoring	Mentoring	Mentoring

Courseware Collection GSA Price

Audience	Desktop	IT	Business	Full
1 to 4	\$ 34.60	\$ 216.25	\$ 216.25	\$ 330.07
5 to 14	\$ 26.18	\$ 159.34	\$ 159.34	\$ 204.87
15 to 24	\$ 22.31	\$ 147.96	\$ 147.96	\$ 170.73
25 to 49	\$ 21.40	\$ 85.36	\$ 85.36	\$ 147.96
50 to 99	\$ 12.52	\$ 56.91	\$ 56.91	\$ 113.82
100 to 174	\$ 11.84	\$ 51.22	\$ 51.22	\$ 102.44
175 to 249	\$ 11.38	\$ 51.22	\$ 51.22	\$ 102.44
250 to 374	\$ 10.47	\$ 51.22	\$ 51.22	\$ 91.05
375 to 499	\$ 9.56	\$ 45.53	\$ 45.53	\$ 56.91
500 to 749	\$ 8.19	\$ 45.53	\$ 45.53	\$ 51.22
750 to 999	\$ 8.19	\$ 43.25	\$ 43.25	\$ 47.80
1,000 to 1,749	\$ 6.15	\$ 38.70	\$ 38.70	\$ 45.53
1,750 to 2,499	\$ 4.10	\$ 22.76	\$ 22.76	\$ 39.84
2,500 to 3,749	\$ 2.96	\$ 15.93	\$ 15.93	\$ 28.45
3,750 to 4,999	\$ 2.05	\$ 7.51	\$ 7.51	\$ 10.24
5,000 to 6,249	\$ 1.71	\$ 7.28	\$ 7.28	\$ 9.11
6,250 to 7,499	\$ 1.48	\$ 7.28	\$ 7.28	\$ 7.97
7,500 to 8,699	\$ 1.14	\$ 5.69	\$ 5.69	\$ 6.83
8,700 to 9,999	\$ 0.74	\$ 4.55	\$ 4.55	\$ 5.46
10,000	quote	quote	quote	quote

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Vertical Industry Collections

ES&H Courseware Collection	Legal Compliance Courseware Collection
Content Solution Areas	Content Solution Areas
ES&H Solution Area	Legal Compliance Solution Area
Monthly Library Updates	Monthly Library Updates
Skillport or Training Academy	Skillport
Hosting	Hosting

Audience	ES&H Colle	ction GSA Price	Legal Comp	liance GSA Price
1 to 4	\$	159.57	\$	103.80
5 to 14	\$	84.36	\$	53.44
15 to 24	\$	75.80	\$	49.26
25 to 49	\$	70.12	\$	38.23
50 to 99	\$	44.08	\$	27.75
100 to 174	\$	40.41	\$	29.00
175 to 249	\$	23.56	\$	21.03
250 to 374	\$	17.59	\$	15.63
375 to 499	\$	17.10	\$	11.29
500 to 749	\$	11.63	\$	7.87
750 to 999	\$	10.25	\$	4.45
1,000 to 1,749	\$	8.35	\$	4.70
1,750 to 2,499	\$	6.75	\$	2.81
2,500 to 3,749	\$	5.69	\$	2.52
3,750 to 4,999	\$	4.37	\$	2.34
5,000 to 6,249	\$	3.36	\$	1.84
6,250 to 7,499	\$	2.35	\$	1.34
7,500 to 8,699	\$	1.78	\$	1.32
8,700 to 9,999	\$	1.25	\$	1.05
10,000	quote		quote	

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Skillport/OLSA site - Hosting Services and/or Hosting Services with Skillsoft's LMS: 25% of the content value must be applied to every customer that is hosted on Skillport or OLSA on an annual basis. In order for a customer to have a unique site on Skillport or OLSA, they will have to license a minimum of \$15,000 annually in products. If they do not meet the minimum and want a unique site then we will have to charge them an additional \$5,000 annually. For each additional site, \$5,000 fee will apply.

Platform Software - Add-Ons

AUDIENCE		Skillport Standard - GSA Price
1	999	\$1.95
1000	2499	\$1.76
2500	4999	\$1.17
5000	7499	\$0.20
7500	9999	\$0.19
10,000	Quote	quote

Knowledge Centers – Knowledge Centers can be sold as an add-on to SkillChoice (based on the SC Requirements set forth for each Knowledge Center or as a stand alone Targeted Knowledge Center Solution.

Each Targeted Knowledge Center Solution includes the following: 1) targeted Books Collection; 2) targeted Skillsoft Courseware; 3) Skillport Platform Software; and 4) Knowledge Center Module/Project Center/Practice Labs.

Aud	lience	GSA Price Knowledge Center Targeted without SkillChoice	GSA Price Knowledge Center Targeted Desktop without SkillChoice
1	4	\$88.00	\$24.00
5	14	\$78.00	\$22.00
15	24	\$58.00	\$19.00
25	49	\$37.00	\$13.00
50	99	\$29.00	\$8.00
100	174	\$25.00	\$7.00
175	249	\$21.00	\$5.00
250	374	\$15.00	\$4.00
375	499	\$13.00	\$4.00
500	749	\$9.00	\$3.00
750	999	\$8.00	\$2.00
1000	1749	\$8.00	\$2.00
1750	2499	\$5.00	\$1.80
2500	3749	\$4.00	\$1.60
3750	4999	\$2.00	\$1.60
5000	6249	\$1.40	\$0.60
6250	7499	\$1.00	\$0.40
7500	8699	\$0.60	\$0.20
8700	9999	\$0.40	\$0.20
10000		quote	quote

The following is a list of currently available KC's and their SC requirements:

- Management- SC Complete or SC Business
- Project Management- SC Complete
- Professional Foundations SC Complete

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Active Content Hosting GSA Price

Number of Objects		Hosting with Publishing Tool	Hosting without Publishing Tool
1	9	\$78.50	\$131.00
10	19	\$70.00	\$113.50
20	29	\$65.50	\$109.50
30	49	\$61.00	\$96.00
50	99	\$52.50	\$83.00
100	+	\$43.50	\$65.50

Passive Content Hosting GSA Price

Number of Object Bundles		Hosting with Publishing Tool	Hosting without Publishing Tool
1	4	\$175.00	\$227.50
5	9	\$157.50	\$205.50
10	49	\$148.50	\$192.50
50	+	\$131.00	\$170.50

Skill Studio

Skillstudio Tool	\$5,000.00
Training (up to 4 developers)	\$4,000.00
Training - each additional developer	\$500.00

Books

Books24x7® a wholly owned subsidiary of Skillsoft Corporation, is the largest online book resource offering unobstructed access to thousands of the latest and best business and technology books. With just a few mouse clicks, users can instantly search and access a deep and wide collection of unabridged content from the world's leading authorities in business, technology and other fields. A variety of easy-to-use notification, personalization, and collaboration features stimulate usage ensuring that every corporate deployment can benefit from significant and demonstrable increases in business-relevant "instant learning." By instantly pinpointing critical information for just-enough, just-in-time problem solving and learning, Books helps professionals across all disciplines bridge the gap between what they know and what they need to know to successfully drive corporate initiatives.

Description of the Books Collections

ITPro mass designed by and for IT professionals who need to keep pace with the accelerating speed of technology and innovation. With thousands of books, ITPro provides both broad and deep coverage of over 100 different technology topics including the latest programming languages, coding methodologies, network security, telecom protocols, IT asset management strategies, to name just a few.

BusinessPro™, suitable for every corporate professional, provides instant guidance on a range of practical topics that drive business results. Topics range from leadership to writing business plans and from interviewing skills to project management.

EngineeringPro™ is packed with reference material covering a wide range of engineering disciplines, plus general reference topics important to all engineering professionals

FinancePro[™] offers financial professionals access to relevant, reliable information on a variety of financial and accounting topics.

OfficeEssentials™ provides fingertip access to the latest information on standard office software such as Microsoft Word, Excel and more in plain, easy-to-understand language. OfficeEssentials is also an ideal product for supporting major corporate software migrations.

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Books GSA Price

		BusPro - GSA	ITPro GSA	Engineering Pro - GSA	Finance Pro- GSA	Office Essentials - GSA
Audience		Price	Price	Price	Price	Price
1	4	\$97.30	\$97.30	\$97.30	\$97.30	\$17.35
5	9	\$75.75	\$75.75	\$75.75	\$75.75	\$12.24
10	14	\$75.75	\$75.75	\$75.75	\$75.75	\$12.24
15	24	\$74.47	\$74.47	\$74.47	\$74.47	\$11.31
25	49	\$72.68	\$72.68	\$72.68	\$72.68	\$10.24
50	99	\$67.01	\$67.01	\$67.01	\$67.01	\$9.82
100	174	\$60.79	\$60.79	\$60.79	\$60.79	\$8.70
175	249	\$54.53	\$54.53	\$54.53	\$54.53	\$7.45
250	374	\$51.83	\$51.83	\$51.83	\$51.83	\$7.09
375	499	\$49.11	\$49.11	\$49.11	\$49.11	\$6.44
500	749	\$35.80	\$35.80	\$35.80	\$35.80	\$5.48
750	999	\$22.44	\$22.44	\$22.44	\$22.44	\$4.59
1000	1749	\$22.06	\$22.06	\$22.06	\$22.06	\$4.20
1750	2499	\$21.71	\$21.71	\$21.71	\$21.71	\$3.92
2500	3749	\$18.01	\$18.01	\$18.01	\$18.01	\$3.09
3750	4999	\$14.30	\$14.30	\$14.30	\$14.30	\$2.15
5000	6249	\$9.52	\$9.52	\$9.52	\$9.52	\$1.89
6250	7499	\$4.73	\$4.73	\$4.73	\$4.73	\$1.64
7500	8699	\$2.80	\$2.80	\$2.80	\$2.80	\$1.06
8700	9999	\$0.93	\$0.93	\$0.93	\$0.93	\$0.61
10,000		quote	quote	quote	quote	quote

Skillsoft Live Learning

Live Learning is a derivative of traditional instructor-led technical training. But rather than gathering students in one physical locale, instructor lectures are Webcast (audio and app-shares) to participants anywhere via the internet.

Live Learning classes are taught in a "chunked" schedule with two three-hour lectures per week. A course taught by a traditional brick-and-mortar ILT provider for 5 contiguous days (lecture/lab) is presented in Live Learning over three weeks (6 3-hour lectures). Hands-on labs are performed by students independently between lectures, with 24x7 mentors (course-dependent) accessible to assist if needed. Recorded versions of lectures are available 24x7 for review or if someone misses any scheduled live lecture. Lectures are team taught, providing pace, diversity and spontaneity unavailable from a lone instructor. Various Live Learning courses are also supported by Online Student Guides, Class Notes, LabSims and pre, post & practice assessments.

All classes are recorded. Users will have access to the recorded session for 12 months and when available, they can attend the live session as long as it falls within the 12-month term.

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Live Learning and Encore with Live All Access

	Live	Encore- All	Encore- All Access	Encore- All Access	Encore- All Access Project
Audience	Learning	Access	virtualization	MS	Mgmt
1 to 4	\$455.00	\$1,430.00	\$910.00	\$780.00	\$650.00
5 to 14	\$373.10	\$1,304.87	\$830.37	\$711.75	\$593.12
15 to 24	\$302.90	\$911.62	\$580.12	\$497.25	\$414.37
25 to 49	\$271.37	\$881.59	\$560.95	\$481.00	\$400.72
50 to 99	\$255.77	\$700.34	\$445.57	\$381.87	\$318.50
100 to 174	\$235.30	\$650.65	\$414.05	\$354.90	\$295.75
175 to 249	\$198.57	\$471.90	\$300.30	\$257.40	\$214.50
250 to 374	\$185.25	\$465.46	\$296.07	\$253.82	\$211.57
375 to 499	\$152.75	\$250.96	\$159.57	\$136.82	\$114.07
500 to 749	\$147.87	\$196.98	\$125.45	\$107.57	\$89.70
750 to 999	\$121.87	\$161.23	\$102.37	\$87.75	\$73.12
1,000 to 1,749	\$120.90	\$148.36	\$94.57	\$80.92	\$67.60
1,750 to 2,499	\$95.87	\$143.71	\$91.32	\$78.32	\$65.32
2,500 to 3,749	\$95.87	\$135.85	\$86.45	\$74.10	\$61.75
3,750 to 4,999	\$79.62	\$125.12	\$79.62	\$68.25	\$56.87
5,000 to 6,249	\$60.12	\$89.37	\$56.87	\$48.75	\$40.62
6,250 to 7,499	\$40.62	\$53.62	\$34.12	\$29.25	\$24.37
7,500 to 8,699	\$18.85	\$39.32	\$25.02	\$21.45	\$17.87
8,700 to 9,999	\$4.55	\$32.53	\$20.80	\$17.55	\$14.62
10,000	Quote	Quote	Quote	Quote	Quote

Effective, April 1, 2019 the Percipio Platform and 2 new collections, Leadership Development Program and Digital Transformation are available through this contract.

PERCIPIO AND PERCIPIO CONTENT SOLUTIONS

Audience	Productivity & Collaboration Tools	IT & Developer Skills	Business Skills	Management	Enterprise
1					
2 to 4	\$60.17	\$391.93	\$391.93	\$391.93	\$572.66
5 to 14	\$49.84	\$304.92	\$304.92	\$304.92	\$443.57
15 to 24	\$44.42	\$226.17	\$226.17	\$226.17	\$391.93
25 to 49	\$37.70	\$180.73	\$180.73	\$180.73	\$210.95
50 to 99	\$26.60	\$159.04	\$159.04	\$159.04	\$210.95
100 to 174	\$23.76	\$145.88	\$145.88	\$145.88	\$210.95
175 to 249	\$21.17	\$137.62	\$137.62	\$137.62	\$210.95
250 to 374	\$18.07	\$105.60	\$105.60	\$105.60	\$210.95
375 to 499	\$16.53	\$105.60	\$105.60	\$105.60	\$150.78
500 to 749	\$14.97	\$95.02	\$95.02	\$95.02	\$135.55
750 to 999	\$13.69	\$85.47	\$85.47	\$85.47	\$105.60
1,000 to 1,749	\$12.14	\$75.40	\$75.40	\$75.40	\$90.37
1,750 to 2,499	\$9.05	\$42.10	\$42.10	\$42.10	\$52.67
2,500 to 3,749	\$7.23	\$28.15	\$28.15	\$28.15	\$45.19
3,750 to	\$5.42	\$12.92	\$12.92	\$12.92	\$18.08

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4,999					
5,000 to 6,249	\$4.65	\$10.33	\$10.33	\$10.33	\$14.97
6,250 to 7,499	\$3.88	\$10.33	\$10.33	\$10.33	\$13.69
7,500 to 8,699	\$2.33	\$9.05	\$9.05	\$9.05	\$12.14
8,700 to 9,999	\$1.55	\$6.72	\$6.72	\$6.72	\$9.56

Audience	Percipio Skillsoft Leadership Development Program	Percipio Digital Transformation	Percipio
1			\$187.50
2 to 4	\$243.75	\$121.88	\$37.50
5 to 9	\$243.75	\$121.88	\$33.75
10 to 14	\$193.13	\$121.88	\$33.75
15 to 24	\$193.13	\$96.56	\$30.00
25 to 49	\$112.50	\$56.25	\$26.25
50 to 99	\$112.50	\$56.25	\$22.50
100 to 174	\$103.13	\$51.56	\$20.63
175 to 249	\$65.63	\$32.81	\$20.63
250 to 374	\$56.25	\$28.13	\$18.75
375 to 499	\$37.50	\$18.75	\$16.50
500 to 749	\$37.50	\$18.75	\$10.50
750 to 999	\$28.13	\$14.06	\$7.50
1000 to 1749	\$5.63	\$7.50	\$5.25
1750 to 2499	\$5.63	\$5.63	\$4.22
2500 to 3749	\$5.63	\$2.81	\$3.75
3750 to 4999	\$5.63	\$2.81	\$3.75
5000 to 6249	\$5.63	\$2.81	\$3.75
6250 to 7499	\$5.63	\$2.81	\$3.75
7500 to 8699	\$5.63	\$1.88	\$1.50
8700 to 9999	\$3.00	\$1.50	\$1.50

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4. Contractual Provisions Attachment

DA-146a Rev. 06/12

4.1. Terms Herein Controlling Provisions

It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.

4.2. Kansas Law and Venue

This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.

4.3. Termination Due To Lack Of Funding Appropriation

If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.

4.4. <u>Disclaimer Of Liability</u>

No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101 et seg.).

4.5. Anti-Discrimination Clause

The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase ""equal opportunity employer""; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contract may be cancelled, terminated or suspended, in whole or in part, by the contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

Contractor agrees to comply with all applicable state and federal anti-discrimination laws.

The provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting State agency cumulatively total \$5,000 or less during the fiscal year of such agency.

4.6. Acceptance Of Contract

This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.

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4.7. Arbitration, Damages, Warranties

Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.

4.8. Representative's Authority To Contract

By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.

4.9. Responsibility For Taxes

The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.

4.10. Insurance

The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.

4.11. Information

No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.

4.12. The Eleventh Amendment

"The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."

4.13. Campaign Contributions / Lobbying

Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

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Exhibit A

SKILLSOFT LICENSE TERMS AND CONDITIONS

Subject to the restrictions stated herein SkillSoft grants to the Customer who has executed this Agreement below, and Customer accepts, a nonexclusive, non-transferable license, without the right to sublicense, to the products and services selected (hereinafter the products and services selected shall be collectively referred to as the "SkillSoft Products") for internal training purposes only for Customer employees located in North America, without the right to exchange during the License Term except as set forth herein. SkillSoft agrees that Customer may reassign up to the total number of the Authorized Audience learner IDs in each agreement year during the License Term provided the learner IDs are reassigned from learners no longer employed with Customer effective that year.

The license does not convey any ownership rights to Customer in the SkillSoft Product(s), SkillSoft's web site architecture or other SkillSoft proprietary information, but only a limited use right pursuant to this Agreement. Customer shall not (a) transfer, rent, lease, loan or disclose the SkillSoft Product(s) or intellectual property to any third party; (b) reverse engineer, disassemble, decompile or attempt to derive source code from the SkillSoft Product(s); (c) modify or create derivative works based upon the SkillSoft Product(s); (d) remove any proprietary notices, or trademarks or service marks on any SkillSoft Product(s); (e) merge the SkillSoft Product(s), with another program; (f) use the SkillSoft Product(s), for any purposes other than those stated in the Agreement; (g) have any right to any source code for the SkillSoft Product(s), or (h) permit any party not specifically licensed herein to use the SkillSoft Product(s).

Customer shall ensure that only the individual employees licensed herein access the SkillSoft Product(s). Customer will maintain records of all use and copying of the SkillSoft Product(s) and assignment of all login identifications used to access the SkillSoft Product(s). SkillSoft shall have the right to examine such records and to audit Customer's access to and usage of the SkillSoft Product(s) to verify compliance with the Agreement. Upon expiration or termination of the License Term, Customer will delete any copies of the SkillSoft Products or other Intellectual Property from its computer(s) or server(s), and destroy (and certify as destroyed) or return to SkillSoft all such copies.

Either party may only cancel the Agreement (a) by giving ten (10) days written notice if a material breach remains uncured thirty (30) days after the breaching party receives written notice thereof from the other party. In the event that SkillSoft terminates the license and this Agreement based on the foregoing sentence, SkillSoft reserves all rights and remedies available at law, including but not limited to collection of all committed License Fees.

In order to protect SkillSoft's licensors and/or publishers intellectual property rights, SkillSoft may disable any individual's access to the SkillSoft Product(s) immediately if, such individual's use of the license violates the terms and conditions of this Agreement.

The license fees set forth above do not include taxes. Customer shall be responsible for payment of all applicable taxes, however designated or incurred, in connection with this Agreement, including without limitation, state and local excise, sales, withholding and use taxes and any other applicable governmental assessments. If Customer fails to pay any applicable tax, then SkillSoft may pay such tax on Customer's behalf and seek reimbursement from Customer.

SkillSoft shall not be liable for any special, incidental, indirect, exemplary or consequential damages (including without limitation loss of profits, loss of data, costs of cover), however caused and based on any theory of liability, for any claims or causes of action arising out of or related to this Agreement. These limitations will apply even if SkillSoft has been informed of the possibility of such damages. FURTHERMORE, IN NO EVENT SHALL SKILLSOFT'S LIABILITY UNDER THIS AGREEMENT OR ARISING OUT OR RESULTING FROM CUSTOMER'S USE OF ANY SKILLSOFT PRODUCT(S) EXCEED THE LICENSE FEES PAID UNDER THIS AGREEMENT WITH RESPECT TO SUCH SKILLSOFT PRODUCT(S).

SKILLSOFT GRANTS NO WARRANTIES WHETHER WRITTEN, ORAL, EXPRESS OR IMPLIED. SKILLSOFT SPECIFICALLY DISCLAIMS THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. SPECIFICALLY, AND NOT IN LIMITATION OF FOREGOING, SKILLSOFT DOES NOT WARRANT THAT ANY SKILLSOFT PRODUCT(S) WILL MEET CUSTOMER REQUIREMENTS OR THAT THE OPERATION OF ANY SKILLSOFT PRODUCT(S) WILL BE UNINTERRUPTED OR ERROR FREE.

Both parties will comply with all applicable international, federal, state, and local laws and regulations in performing its obligations hereunder, including, without limitation, all U.S. export regulations. If any provision of this license is not enforceable, it will be severed from this license and the remainder will remain in full force and effect. Customer shall not assign the Agreement in whole or in part, whether by operation of law or otherwise, without the advance, written consent of SkillSoft. Any purported transfer or assignment in violation of this Agreement shall be null and void and of no force and effect.

This Agreement may only be amended in writing signed by Customer and an executive officer of SkillSoft that explicitly states that it is intended to amend this Agreement. No terms contained in Customer purchase orders, acknowledgments, shipping documents or other forms or documents shall have any force or effect over the licenses granted herein. The failure or delay by either party in exercising any right or remedy hereunder shall not operate as a waiver of any such right, power or remedy. Waiver by either party of any default shall not waive any prior, concurrent or subsequent defaults by the other party.