



AMH 6-12-2024

Commonwealth of Kentucky CONTRACT

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 Memorandum of Agreement
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Vendor Name: JEFFERSON COUNTY BOARD OF EDUCATION
 GREATER LOUISVILLE EDUCATION COOPERATIVE
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Effective From: 2024-07-01 **Effective To:** 2026-06-30

Line Item	Delivery Date	Quantity	Unit	Description	Unit Price	Contract Amount	Total Price
1		0.00000		Administrative Services, All Kinds	\$0.000000	\$300,000.00	\$300,000.00

Extended Description:

The purpose of this agreement is to facilitate Pre-employment transition services to youth considered potentially eligible for Vocational Rehabilitation services through transition services.CFDA# 84.126A For more information, please see terms and conditions.

Shipping Information:	Billing Information:
Education & Labor Cabinet-Ofc of Vocational Rehab-Frankfort-Admin Services 500 Mero Street, 4th Floor NE Frankfort KY 40601	Education & Labor Cabinet-Ofc of Vocational Rehab-Frankfort-Admin Services 500 Mero Street, 4th Floor NE Frankfort KY 40601

TOTAL CONTRACT AMOUNT	\$300,000.00
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**Terms and Conditions for
MEMORANDUM OF AGREEMENT
Between
The Commonwealth of Kentucky, Education and Labor Cabinet,
Office of Vocational Rehabilitation
and
Greater Louisville Educational Cooperative**

This Memorandum of Agreement (“MOA” or “Agreement”) is entered into, by and between the Commonwealth of Kentucky, Education and Labor Cabinet, Office of Vocational Rehabilitation (“OVR” or “the Commonwealth”) and Greater Louisville Educational Cooperative (“GLEC” or “Contractor”) to establish an agreement for providing Pre-Employment Transition Services (“Pre-ETS”).

This MOA is effective from July 1, 2024, through June 30, 2026.

I. Scope of Services

Contractor will provide the five (5) required Pre-ETS activities to qualified students through individual and group activities. The activities will be determined by individual student needs. The Contractor will collaborate and utilize the student's individual education program ("IEP"), the Pre-ETS need(s), or the Area Review Committee's ("ARC") decisions to determine what Pre-ETS activities the student needs. This will address individual needs, transition goals, or post-secondary goals. Outcomes will be determined by multiple data points such as evidence of participation and evaluation of readiness and engagement in the activities.

Pre-ETS activities shall include:

1. Job Exploration
2. Work-Based Learning
3. Workplace Readiness
4. Post-Secondary
5. Self-Advocacy

A. Contractor shall:

1. Ensure Pre-ETS funding under this agreement does not supplant existing Contractor funding. Instead, Contractor shall use the funding to provide enhancements to current services to students with disabilities and/or offer additional services not already available to Contractor students.
2. Provide all five (5) required Pre-ETS activities in accordance with Federal and State requirements and the terms of this MOA, and agree to comply with all written guidance, policies, and procedures of OVR.
3. As appropriate, and in collaboration with district personnel, provide the required Pre-ETS activities for Job Exploration, in groups, as follows:
 - a. Share and discuss local labor market information and how it impacts them;
 - b. Use Occupational Information Network (“ONET”) Online (<https://www.onetonline.org/>) to explore careers;
 - c. Arrange a panel of local employers to meet with students;

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- d. Develop a local career fair;
 - e. Provide information regarding nontraditional employment;
 - f. Work with students to complete vocational interest inventories;
 - g. Discuss information about career pathways and help students identify career pathways of interest to them;
 - h. Host regional or school transition conference with career speakers;
 - i. Host a workshop that informs students about job shadowing, paid/nonpaid work experience, career mentorship, and paid/nonpaid internships;
 - j. Provide workplace tours for groups of students;
 - k. Discuss information about career pathways and determine barriers and alternatives;
 - l. Have students explore 3-5 career pathways of their interest;
 - m. Teaching students what jobs are in demand;
 - n. Provide information regarding nontraditional employment; and
 - o. Teaching students about the local labor market and how it affects their life and career.
4. As appropriate, and in collaboration with district personnel, provide the required PreETS activities for Job Exploration, in one-on-one settings, as follows:
- a. With the student, review vocational interest inventory results;
 - b. Learn about and explore career pathways using state career information systems;
 - c. Interview people to learn about jobs and skills needed to succeed;
 - d. Provide information regarding nontraditional employment;
 - e. Work with the student to develop a career goal plan;
 - f. Talk about in-demand occupations within the community;
 - g. Link students with career mentors, job shadowing contacts;
 - h. Connect students with business mentors in the areas of interest;
 - i. Provide information regarding non-traditional employment;
 - j. Provide information about in-demand industry sectors and occupations; and
 - k. Provide visuals, such as videos of various occupations, for students to view.
5. As appropriate, and in collaboration with district personnel, provide the required Pre-ETS activities for Work-Based Learning, in groups, as follows:
- a. Coordinate worksite tours to learn about specific job skills;
 - b. Provide virtual career tours;
 - c. Provide guest speakers to talk about apprenticeships and job shadowing;
 - d. Provide guest speakers to talk to students about specific careers, allowing students to ask questions in relation to that career; and
 - e. Coordinate informational interviews to research employers.
6. As appropriate, and in collaboration with district personnel, provide the required PreETS activities for Work-Based Learning, in one-on-one settings, as follows:
- a. Develop work sites aligned with student interest;
 - b. Provide local volunteer opportunities for students;
 - c. Conduct work-based learning evaluations of student performance; and
 - d. Provide opportunities for internships, apprenticeships (not registered apprenticeships or pre-apprenticeships), and fellowships.

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7. As appropriate, and in collaboration with district personnel, provide the required Pre-ETS activities for Post-Secondary Counseling, in groups, as follows:
- a. Coordinate group college visits to a variety of settings;
 - b. Plan visits to Job Corps;
 - c. Conduct workshops about Accessibility Offices at Colleges;
 - d. Conduct workshops about various branches of the military and their requirements, including the Armed Services Vocational Aptitude Battery ("ASVAB");
 - e. Conduct workshops to inform students of various summer camp opportunities in the region at post-secondary settings; and
 - f. Provide guest speakers, such as personnel from post-secondary Office of Accessibility.
8. As appropriate, and in collaboration with district personnel, provide the required Pre-ETS activities for Post-Secondary Counseling, in one-on-one settings, as follows:
- a. Learn about accommodations for college entrance exams;
 - b. Develop "class shadows" in college and vocational training classrooms;
 - c. Advise students and parents or representatives on academic curricula;
 - d. Provide information about the college application and admissions processes;
 - e. Complete the Free Application for Federal Student Aid ("FAFSA") with students;
 - f. Provide resource that may be used to support individual student success in education and training (i.e., disability support services);
 - g. Share information regarding graduation rates for students that register with Disability Services versus those who do not;
 - h. Share information regarding admission requirements and process;
 - i. Create a list of questions for Admissions and/or Disability Services staff with students;
 - j. Make phone calls to Admissions and/or Disability Services to ask questions with students;
 - k. Provide students with the opportunity to tour the Disability Resource Center; and
 - l. Share information regarding available programs at community colleges and technical schools.
9. As appropriate, and in collaboration with district personnel, provide the required PreETS activities for Workplace Readiness, in groups, as follows:
- a. Provide lessons on strategies to support independence at work, such as time management, self-monitoring performance, and accepting constructive feedback;
 - b. Teaching soft skills;
 - c. Conduct simulations to develop social and communication skills;
 - d. Develop financial literacy (including banking and budgeting skills);
 - e. Teaching financial literacy;
 - f. Budgeting (providing opportunity for students to attend Money Skills 101 workshops);
 - g. Banking (informing students of various accounts available);
 - h. Teach on how to communicate on the job;
 - i. Provide role-play experiences for working as a team;
 - j. Develop communication and interpersonal skills;
 - k. Develop job-seeking skills; and
 - l. Instruct students on understanding employer expectations for punctuality and performance, as well as other "soft" skills necessary for employment.

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10. As appropriate, and in collaboration with district personnel, provide the required Pre-ETS activities for Workplace Readiness, in one-on-one settings, as follows:
 - a. Identify and learn how to use assistive technology in the workplace;
 - b. Meet with a benefits counselor;
 - c. Develop individual transportation plans and learn necessary mobility skills;
 - d. Discuss workplace professional manners;
 - e. Discuss listening skills;
 - f. Discuss physical space awareness;
 - g. Learn communication skills, especially how to handle certain situations;
 - h. Connect student with a business mentor;
 - i. Conduct mock interviews with students;
 - j. Help students with transportation (Tarc3/Driver Permit Test); and
 - k. Provide self-evaluation instruction/programs that include:
 - i. Maintaining healthy relationships;
 - ii. Work and study habits;
 - iii. Planning and goals setting;
 - iv. Using community resources;
 - v. Budgeting and paying bills; and
 - vi. Computer literacy.

11. As appropriate, and in collaboration with district personnel, provide the required Pre-ETS activities for Self-Advocacy, in groups, as follows:
 - a. Conduct a panel presentation of recent graduates to share their experiences;
 - b. Select and deliver a disability disclosure curriculum;
 - c. Teach a class using "Whose Future is it Anyway" to teach self-determination skills;
 - d. Assist students in selecting a community need and create a plan to address it;
 - e. Teach students about and discuss rights and responsibilities;
 - f. Teach students how to request accommodations or services and support; and
 - g. Assist students in communicating their thoughts, concerns, and needs to prepare them for peer monitoring opportunities with individuals working in their area(s) of interest.
 - i. Provide students information on Supplemental Security Income ("SSI");
 - ii. Provide students information on STABLE Kentucky Accounts (<https://stablekentucky.com/>);
 - iii. Provide students information on guardianship;
 - iv. Provide students information on special needs trusts; and
 - v. Provide students information on community support for an individual with a disability.

12. As appropriate, and in collaboration with district personnel, provide the required Pre-ETS activities for Self-Advocacy, in one-on-one settings, as follows:
 - a. Teach independent skills;
 - b. Appearance;
 - c. Carrying money safely;
 - d. Provide students information on waiver programs;
 - e. Discuss with students how to identify their strengths and weaknesses;
 - f. Discuss with the students their rights and responsibilities;

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- g. Discuss with the student how their disability impacts them and identify strategies that may assist them at school, work, and socially;
 - h. Use computer-assisted instruction to learn about IEP's and how to be an active participant;
 - i. Assist student to identify, document and explain needed accommodations;
 - j. Assist student in developing goals and information to share at their IEP;
 - k. Provide opportunities for students to participate in mentoring with individuals employed by or volunteering for employers, boards, associations, or organizations in integrated community settings; and
 - l. Provide opportunities for students to participate in youth leadership activities offered in educational or community settings.
13. Contractor shall submit the student's completed referral form and student's documentation of a disability (IEP, 504 Plan, or some other documentation of a student's disability from a medical professional) to OVR staff using the Pre-Vocational Rehabilitation ("Pre-VR") system for approval prior to working with a student.
 14. Pre-ETS Referral Form must be completed and signed by students and parents. Parental/guardian consent must be obtained for any student under the age of eighteen (18) and/or students who have a legal court appointed guardian.
 15. Provide designated OVR staff with a copy of an IEP, 504 Plan, or some other documentation of a student's disability from a medical professional.
 16. Limit group sizes to a maximum of twenty (20) students. Groups of students with disabilities should be kept small to ensure students have the support they need to participate in services. However, there may be occasions where it is appropriate to have groups larger than twenty (20) students to participate in a Pre-ETS activity. Contractor shall seek written approval from OVR Transition Services Branch Manager prior to conducting group activities with more than twenty (20) students. All such proposals must ensure that all grant costs are necessary, reasonable, allocable, and allowable under State and Federal law.
 17. Provide no more than fifteen (15) hours per quarter (no more than sixty (60) hours per academic year) of Pre-ETS to a student. This includes group and individual services which will be monitored by the Regional Pre-ETS Coordinators.
 18. Utilize the Pre-VR System for data exchange of student information including Referral Forms, Documentation of Disability (IEP, 504 Plan, or some other documentation of a student's disability from a medical professional), service provided, hours, group size, activity notes, and outcomes of students who are in "Potentially Eligible" and "Eligible" status.
 19. Provide service session documentation to be entered into the Pre-VR system to include:
 - a. Date that service occurred;
 - b. Amount of time spent in direct service to the student;
 - c. Which of the five (5) required Pre-ETS activities were performed (job exploration counseling, work-based learning experiences, workplace readiness, instruction in self-advocacy, or counseling on opportunities for enrollment in postsecondary education);
 - d. A progress note and specify the activity performed within the required Pre-ETS; and
 - e. An outcome of the student's progress.

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20. Enter all monthly services into the Pre-VR system no later than the fifth (5th) of the following month.
21. Collaborate with OVR to develop and implement corrective action plans to address any applicable issues that arise during the monitoring review.
22. Operate program on a quarterly schedule:
 - Quarter 1 (Q1) = July 1 - September 30
 - Quarter 2 (Q2) = October 1 - December 31
 - Quarter 3 (Q3) = January 1 - March 31
 - Quarter 4 (Q4) = April 1 - June 30
23. Submit end of the year reports to OVR that includes:
 - a. Describe the successes you experienced during the report period;
 - b. Describe the challenges you experienced during the reporting period;
 - c. Discuss collaboration efforts;
 - d. Discuss progress on achieving goals; and
 - e. Report at least one testimony or notes from a satisfied student/parent who has received services from the program. (Note that the testimonies will be utilized in State and Federal reports so please redact any identifying information.)

B. OVR shall:

1. Pursuant to the rates set forth in the Budget and Invoicing section of this MOA, provide fee-for-service reimbursement to the Contractor for Pre-ETS Services provided by the Provider.
2. Review invoices and supporting documentation prior to processing for payment to ensure completeness of data, ensuring invoices are accurate and reflect those services initially authorized for each student's matched service sessions listed.
3. Ensure all applicable OVR policies and procedures are maintained statewide.
4. Provide guidance and technical assistance to the Contractor.
5. Ensure the Contractor's expenditures are appropriate, solely for potentially eligible and eligible students and deemed appropriate for the program.
6. Review, in detail, a sampling of total service sessions entered each month to ensure sessions are being recorded accurately and are attributed to the appropriate Pre-ETS activity.
7. Provide written communication to Contractor regarding areas of improvement and corrective action requirements, as applicable.
8. Conduct on-site program and fiscal monitoring reviews as needed, but at least annually, to evaluate and ensure compliance with requirements.
9. Collaborate with the Contractor to develop corrective action plans and address any applicable issues that arise during the monitoring review.

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II. When In-person Services Are Prohibited or Limited

The primary concern of all parties is the health and safety of our consumers, staff, and partners. During the term of this MOA, Executive Orders, or other safety protocol as mandated by OVR or Local Education Agencies may limit or prohibit in-person services. The Contractor shall comply with the following procedures when in-person services are prohibited or limited.

1. In order for services to be reimbursed by the Commonwealth, substantive services as determined by OVR must be rendered by the Contractor.
2. The Contractor may implement accessible training activities using a computer-based platform that allows for face-to-face interaction. As part of this process, the Contractor must ensure the consumer's ability to actively participate in computer-based training, including identifying whether the customer has the computer resources available.
3. Prior to providing services on a remote basis to OVR consumers, the Contractor must submit a plan of service, detailing the proposed methods of providing remote services, to the OVR Program Administrator (Dorothy.Jenkins@ky.gov).
4. The Contractor must have OVR's written approval of the proposed plan of service prior to implementation of remote services.

III. Budget

Total cost not to exceed \$300,000.00 for the duration of this MOA.

A. Billing Per Student

- a. One (1) student billed at \$72.00 per hour.
- b. Two (2) students are billed at a \$38.88 (per student) hourly rate for a total of \$77.76 per hour.
- c. Three (3) students are billed at a \$29.52 (per student) hourly rate for a total of \$88.56 per hour.
- d. Four (4) students are billed at a \$23.76 (per student) hourly rate for a total of \$95.04 per hour.
- e. Five (5) to ten (10) students are billed at the base rate per hour with a total of \$110.00 per hour.
- f. Eleven (11) to twenty (20) students are billed at the base rate per hour with a total of \$150.00 per hour.
- g. Twenty-one (21) or more students require an exception request to be sent to and approved by the OVR Transition Services Branch Manager (veronicaj.dale@ky.gov).

B. Travel-Direct Service Prep

Travel-Direct Service Prep may be billed at a rate of \$72.00/hour but not exceed two hours.

1. Travel is defined as travel between workstations. A workstation is the official workstation assigned by the employer or alternate workstation that is approved by the employer. Travel shall only be paid for the trip from workstation to workstation per trip not per student. Provider shall keep accurate records of all travel information, which may be requested during an audit.
2. Direct Service consist of:
 - a. Outreach (e.g., discussing services with parents/students; attending transition/information fairs; educating school staff on Pre-ETS)
 - b. General Preparation (e.g., scoring/reviewing assessments; reviewing curriculum to ensure it meets the needs of students participating; reviewing documentation to better understand student needs)

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- c. Specialized Preparation (e.g. working with employers; post-secondary institution tours, Disability Resource Center visits, academic advising meetings)
- d. Meetings (e.g., for an Individualized Education Program (IEP), with schools, technical assistance from OVR)
- e. Other: requires OVR staff PRIOR approval (e.g. connecting with resources outside of VR or school- local food banks, utility assistance, mental health services)

IV. Invoicing

Invoices are due by the last day of each month for the previous month. If the last day of each month falls on a weekend or State holiday or Federal holiday, the invoice is due the following business day. Supporting financial documentation is required for all payment requests. Failure to submit invoices timely or with required supporting financial documentation may result in a delay or withholding of funds.

If no reimbursement is required during a specific month, the Contractor shall send email notification to OVRInvoices@ky.gov stating no reimbursement is requested for said month.

Invoices shall contain the following elements legibly printed on the invoice:

1. Contractor name, address;
2. References OVR;
3. PON Number;
4. Unique Invoice Number;
5. Invoice Date;
6. Description of goods or services provided to OVR;
7. Invoice Amount; and
8. Invoice breakdown, per MOA budget summary.

Invoices that do not contain the requirements above will be rejected and sent back to the Contractor for re-invoicing.

Payment shall be conditioned upon receipt of appropriate, accurate, and acceptable invoices submitted in a timely manner.

V. Monitoring

Per 2 CFR 200.329, OVR shall monitor the performance of the Contractor as necessary and in accordance with regulations to ensure Contractor compliance with all the requirements of this MOA, including timeframes and performance goals.

1. Audit

OVR will conduct periodic unannounced and announced programmatic and administrative monitoring to assess the Contractor's compliance with this MOA and any applicable federal and state laws, and agency policies and procedures. The Contractor shall permit persons duly authorized by OVR to inspect any, but not limited to:

- a. Records;
- b. Documents (Physical and Electronic);
- c. Facilities; and
- d. Inventory.

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OVR may also interview any clients and employees of the Contractor under such conditions as OVR deems appropriate.

2. Documentation Review

Contractor must supply any document required by or referenced in and consistent with this MOA in either paper or electronic form, and any such version shall be sufficient for all purposes under this MOA.

3. Risk Assessment

During the term of this MOA, the Contractor agrees to provide documents and information to facilitate OVR’s monitoring risk assessment process. The Contractor further agrees to comply with the requirements, requests, and results of OVR’s risk assessment, including participation in monitoring events. Failure to comply with this may result in termination of the MOA.

VI. Points of Contact

Contractor Contact:

Greater Louisville Educational Cooperative (GLEC) Director
3332 Newburg Road
Louisville, KY 40218
Latricia.Bronger@jefferson.kyschools.us
502-485-3280

OVR Contact:

Vocational Rehabilitation Administrator
500 Mero Street, 4th floor
Frankfort, KY 40601
Dorothy.Jenkins@ky.gov
502-781-3441

VII. Additional Terms and Conditions

1. Modifications or Amendments

Proposed amendments, modifications, or revisions to this Agreement may be made at any time by either party but shall become valid and effective only when reduced to writing, duly signed by each of the parties hereto, and attached to the original of this Agreement.

2. Choice of Law and Forum Provisions

The laws of the Commonwealth of Kentucky shall govern all questions as to the execution, validity, interpretation, and performance of this Agreement. Furthermore, the parties hereto agree that any legal action, which is brought on the basis of this Agreement, shall be filed in the Franklin Circuit Court of the Commonwealth of Kentucky.

3. Pricing/Payments to Recipient

OVR shall, in accordance with the provisions of this Section, pay Contractor as set forth below:

- a. For performance of the services specified herein, OVR agrees to pay Contractor pursuant to the terms set forth in the Budget.

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- b. The schedule of payment to the Contractor shall be as set forth above, on actual services rendered and sent to OVR for the total direct and indirect funds authorized for support of program work performance during the fiscal year or years set forth in this agreement.

Invoices should be sent electronically to: OVRInvoices@ky.gov

- c. Payment: The vendor shall be paid, upon the submission of proper invoices to the receiving agency at the prices stipulated for the supplies delivered and accepted, or services rendered. Unless otherwise specified, payment will not be made for partial deliveries accepted. Payments will be made within thirty (30) working days after receipt of goods or a vendor's invoice in accordance with KRS 45.453 and KRS 45.454.

i. Advance, Interim, and Final Payments

Any advance payment allowed under this Agreement shall comply with Commonwealth Fiscal Rules and be made in accordance with the provisions of this Agreement. Recipient shall initiate any payment request by submitting standard invoices to the Commonwealth. Payments shall be made on a reimbursement basis. Recipient may request payments monthly; however, the reimbursement amount for each request shall be no less than \$1,000 unless it is a request for final payment.

ii. Preliminary or Pre-Agreement Costs

Certain preliminary costs for services, incurred by Contractor prior to the execution of the award, may be reimbursable or included as part of allowable in-kind contributions. To be eligible, such costs shall be disclosed to the Commonwealth as preliminary and shall be subject to the cost principles set out in 2 CFR Part 200.

iii. Available Funds-Contingency-Termination

The Commonwealth is prohibited by law from making fiscal commitments beyond the term of the Commonwealth's current fiscal year. Therefore, Contractor's compensation is contingent upon the continuing availability of Commonwealth appropriations. If federal funds are used with this Agreement in whole or in part, the Commonwealth's performance hereunder is contingent upon the continuing availability of such funds. Payments pursuant to this Agreement shall be made only from available funds encumbered for this Agreement and the Commonwealth's liability for such payments shall be limited to the amount remaining of such encumbered funds. If Commonwealth or Federal funds are not appropriated, or otherwise become unavailable to fund this Agreement, the Commonwealth may immediately terminate this Agreement in whole or in part without further liability in accordance with the provisions herein.

iv. Use of Funds

Pursuant to 2 CFR 200.420 to 200.475, funds shall be used only for eligible costs identified in the Budget.

4. Confidentiality

Personnel employed by OVR, and the Contractor, assigned to provide cooperative services to participants with disabilities will have access to confidential information that has been provided through the appropriate legal procedures of the respective agencies. No information will be re-released by either party without the informed written consent of the program participant, except as allowed or authorized under applicable state or federal law. Any request or demand by a third party for OVR records and information in the possession of Contractor shall be immediately forwarded to the OVR's principal representative.

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All parties agree that any consumer information disclosed by OVR to the Contractor pursuant to this agreement is confidential pursuant to 34 CFR 361.38, and any and all other relevant and applicable federal and state statutes and regulations. Disclosure of any consumer information covered under this agreement to any party unauthorized by OVR to receive said information may result in immediate termination of this agreement any and all other relevant and applicable penalties and sanctions to the disclosing party. Contractor shall hold any Protected Health Information strictly confidential and, if applicable, comply with all law governing the use and disclosure of such information as relating to the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

a. Notification

Contractor shall notify its Agent, Employees, Subcontractors, and assigns who may be exposed to OVR records and confidential information that each is subject to the confidentiality requirements set forth herein and shall provide each with a written explanation of such requirements before they are permitted to access such records and information.

b. Use, Security and Retention

Confidential information of any kind shall not be distributed or sold to any third party or used by Contractor or its agents in any way except as authorized by this Agreement or approved in writing by the Commonwealth. Contractor shall provide and maintain a secure environment that ensures confidentiality of all OVR records and other confidential information wherever located. Contractor shall comply with KRS 61.931-934 and is required thereunder to implement, maintain, and update security and breach investigation procedures appropriate to the nature of the information disclosed, that are at least as stringent as the security and breach investigation procedures and practices referenced in KRS 61.932(1)(b), and that are reasonably designed to protect the personal information from unauthorized access, use, modification, disclosure, manipulation, or destruction. In the event Contractor suffers a security breach relating to the personal information in its possession, Contractor shall notify OVR pursuant to KRS 61.932(2)(b), and Contractor shall be responsible for the costs of the notification and investigation required under KRS 61.933.

5. Fiscal Controls

The Contractor will utilize those fiscal controls and fund accounting procedures as may be necessary to ensure proper disbursement of and accounting of all funds disbursed to the Contractor by OVR. Those controls and procedures must be sufficient to permit preparation of reports required by laws authorizing the grant of said funds, and sufficient to permit the tracing of funds to a level of expenditures adequate to establish that such funds have not been used in violation of the restrictions and prohibitions of applicable laws.

6. Records

a. Retention

The Contractor shall maintain all records for three (3) years after the Agreement ends and the final financial report is submitted or until all audit questions are resolved, whichever is later.

b. Type of Records

The Contractor shall maintain records related to this agreement that fully disclose and document:

- i. The amount and disposition by the Contractor of all funds received by it from the Commonwealth;
- ii. The total cost of the project or undertaking in connection with the project with which the funds are given or used;

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- iii. The amount of that portion of cost of the project supplied by other sources;
- iv. All expenses, including payroll records, to ensure that costs reported on invoices are allowable, allocable, and reimbursable costs under the award; and,
- v. How the Contractor has separated grant expenditures in order to properly allocate costs to existing grants and ensure compliance with the requirements of the award.

7. Conflict of Interest

- a. The Contractor shall take appropriate steps to ensure that the Contractor's employees and representatives remain free of any actual or potential conflict between their financial or personal interests and the duties owed to OVR and OVR consumers under the provisions of this Agreement. The Contractor shall immediately disclose to OVR the full particulars of any such actual or potential conflict of interest that it becomes aware of. Additionally, the Contractor shall ensure its employees and representatives comply with all applicable state and federal laws, regulations, and policies regarding conflicts of interest.
- b. The Contractor shall include the substance of this Section in all subcontracts.

8. Audit

- a. The Contractor agrees to maintain financial procedures and support documents, in accordance with generally accepted accounting principles, to account for the receipt and expenditure of funds under this Agreement.
- b. These records shall be available at all reasonable times for inspection, review, or audit by state personnel and other personnel duly authorized by OVR. "Reasonable" shall be construed according to circumstances, but ordinarily shall mean normal business hours of 8:00am to 4:30pm, local time, Monday through Friday.
- c. The Contractor shall also provide OVR with the records, reports, or financial statements upon request for the purposes of auditing and monitoring the funds awarded under this Agreement.
- d. If the Contractor is a non-profit organization, state, or local government as defined in OMB Circular A-133 (now 2 CFR §§ 200.64, 200.70 and 200.90), as revised, and in the event that the Contractor expends \$750,000 or more in Federal awards in its fiscal year, the Contractor must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133 (now 2 CFR § 200.501).
- e. A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in 2 CFR §200.503, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).
- f. In the event an audit shows that the entire funds disbursed hereunder, or any portion thereof, were not spent in accordance with the conditions of this Agreement, the Contractor shall be held liable for reimbursement to OVR of all funds not spent in accordance with these applicable regulations and Agreement provisions within thirty (30) days after OVR has notified the Contractor of such noncompliance.

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- g. If the Contractor is subject to Single Audit requirements, the Contractor shall have either all audits completed by an independent certified public accountant (IPA) who shall be a certified public accountant, or a public accountant licensed under applicable Kentucky laws. The IPA shall state that the audit complied with the applicable provisions noted above. The audit must be submitted to OVR no later than seven (7) months from the end of the Contractor's fiscal year.

9. Subcontracting

The Contractor agrees that it will not subcontract any work done pursuant to this Agreement without the express, written consent of OVR. If said consent is given, the Contractor agrees that all requirements of the Agreement shall also be applicable to Subcontractors and that the subcontractors shall be required to report to the Contractor in a manner that will meet the Contractor's reporting requirements to OVR. In no event shall any provision of this Section be construed as relieving the Contractor of the responsibility for ensuring that the performances rendered under all subcontracts comply with all of this Agreement's terms as if the Contractor rendered such performances rendered.

10. Erroneous Payments

At the Commonwealth's sole discretion, payments made to Contractor in error for any reason, including, but not limited to overpayments or improper payments, and unexpended or excess funds received by Contractor, may be recovered from Contractor by deduction from subsequent payments under this Agreement or other grants or agreements between the Commonwealth and Contractor or by other appropriate methods and collected as a debt due to the Commonwealth. Such funds shall not be paid to any party other than the Commonwealth.

11. Debarment

The Contractor certifies by its signature on this Agreement that neither it nor its principals, agents, contractors and vendors are presently debarred, suspended or proposed for debarment, declared ineligible for federal benefits by any federal or state department or agency, or sentenced to a denial of federal benefits by a state or federal court, and is not listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with Executive Order (E.O.) 12549 and E.O. 12689.

12. Breach, Notice and Cure

In addition to any breaches specified in other sections of the Agreement, the failure of either party to perform any of its material obligations hereunder in whole or in part or in a timely or satisfactory manner, constitutes a breach. In the event of a breach, the aggrieved party shall give notice of such in writing to the other party. If such breach is not cured within 30 days of receipt of written notice, or if a cure cannot be completed within 30 days, or if cure of the breach has not begun within 30 days and pursued with due diligence, the Commonwealth may exercise any of the remedies set forth in the Remedies section.

13. Remedies

If Contractor is in breach under any provision of this Agreement, the Commonwealth shall have all of the remedies listed in this section in addition to all other remedies set forth in other sections of this Agreement following the notice and cure period set forth in the Breach, Notice and Cure section. The Commonwealth may exercise any or all of the remedies available to it, in its sole discretion, concurrently or consecutively, subject to the right of the Contractor to exercise any available appeal rights.

- a. Termination for Cause and/or Breach

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If Contractor fails to perform any of its obligations hereunder with such diligence as is required to ensure its completion in accordance with the provisions of this Agreement and in a timely manner, the Commonwealth may notify Contractor of such nonperformance in accordance with the provisions herein. If Contractor thereafter fails to promptly cure such non-performance within the cure period, the Commonwealth, at its option, may terminate this entire Agreement or such part of this Agreement as to which there has been delay or a failure to properly perform. Exercise by the Commonwealth of this right shall not be deemed a breach of its obligations hereunder. Contractor shall continue performance of this Agreement to the extent not terminated, if any.

b. Obligations and Rights

To the extent specified in any termination notice, Contractor shall not incur further obligations or render further performance hereunder past the effective date of such notice and shall terminate outstanding orders and sub-Grants with third parties. However, Contractor shall complete and deliver to the Commonwealth all Work, Services and Goods not cancelled by the termination notice and may incur obligations as are necessary to do so within this Agreement's terms. At the sole discretion of the Commonwealth, Contractor shall assign to the Commonwealth all of Contractor's right, title, and interest under such terminated orders or sub-Grants. Upon termination, Contractor shall take timely, reasonable, and necessary action to protect and preserve property in the possession of Contractor in which the Commonwealth has an interest. All materials owned by the Commonwealth in the possession of Contractor shall be immediately returned to the Commonwealth. All work product, at the option of the Commonwealth, shall be delivered by Contractor to the Commonwealth and shall become the Commonwealth's property.

c. Payments

The Commonwealth shall reimburse Contractor only for accepted performance up to the date of termination.

d. Remedies Not Involving Termination

The Commonwealth, as its sole discretion, may exercise one or more of the following remedies in addition to other remedies available to it:

i. Suspend Performance

Suspend Contractor's performance with respect to all or any portion of this Agreement pending necessary corrective action as specified by the Commonwealth without entitling Contractor to an adjustment in price/cost or performance schedule. Contractor shall promptly cease performance and incurring costs in accordance with the Commonwealth's directive and the Commonwealth shall not be liable for costs incurred by Contractor after the suspension of performance under this provision.

ii. Temporarily Withhold Payment

Payment will be made upon satisfactory delivery of services.

iii. Disallow or Deny Payment

Deny payment for those obligations not performed, or, that due to Contractor's actions or inactions, cannot be performed; provided, that any denial of payment shall be reasonably related to the value to the Commonwealth of the obligations not performed.

iv. Removal

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Demand removal of any of Contractor's employees, agents, or subcontractors whom the Commonwealth deems incompetent, careless, insubordinate, unsuitable, or otherwise unacceptable, or whose continued relation to this Agreement is deemed to be contrary to the public interest, not in the Commonwealth's best interest, or jeopardizes the Commonwealth's obligations to the United States Department of Education.

v. Intellectual Property

If Contractor infringes on a patent, copyright, trademark, trade secret or other intellectual property right while performing its obligations under this Agreement, Contractor shall, at the Commonwealth's option:

- a. Obtain for the Commonwealth or Contractor the right to use such products and services;
- b. Replace any goods, services or other product involved with non-infringing products or modify them so that they become non-infringing; or,
- c. If neither of the foregoing alternatives are reasonably available, remove any infringing goods, services or products and refund the price paid therefore to the Commonwealth.

vi. Any Other Available Remedy

The Commonwealth shall take any other remedy that may be legally available to it.

14. Assurances

This Agreement involves the expenditure of federal funds. Therefore, the Contractor shall at all times during the execution of this Agreement strictly adhere to and comply with all applicable federal laws and regulations, as they currently exist and may hereafter be amended, which are subject to the terms and conditions incorporated either directly or by reference in this Agreement. The Contractor shall also require compliance with these statutes and regulations in subcontractor grant agreements permitted under this Agreement. The federal laws and regulations include but are not limited to:

- a. Program Legislation/regulation;
- b. Education Department General Administrative Regulation (EDGAR), 34 CFR Parts 7 4-99;
- c. Rehabilitation Act of 1973, as amended, 29 USC 701 et seq.
- d. Special terms and provisions specified in the Notice of Federal Financial Assistance Grant Award;
- e. Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR Chapter 60). [All construction contracts awarded in excess of \$10,000 by grantees and their contractors or subcontractors];
- f. The Copeland "Anti-Kickback" Act (18 U.S.C. § 874) as supplemented in Department of Labor regulations (29 CFR Part 3). [All contracts and subgrants for construction or repair in excess of \$2,000];
- g. Sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-330) as supplemented by Department of Labor regulations (29 CFR Part 5). [Construction contracts awarded by grantees and subgrantees in excess of \$2,000, and in excess of \$2,500 for other contracts which involve the employment of mechanics or laborers];
- h. Standards, orders, or requirements issued pursuant to the Clean Air Act (42 U.S.C. §7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251 et seq.). Violations shall be reported to USDE and the Regional Office of the Environmental Protection Agency (EPA);
- i. Mandatory standards and policies relating to energy efficiency, which are contained in the state energy conservation plan, issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163);

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- j. Office of Management and Budget Circulars 2 CFR Part 200, 2 CFR Parts 215 and 220 (formally A-21), 2 CFR 225 (formally A-87), 2 CFR 215 (formally A-110), 2 CFR 230 (formally A-122) and A-133, as applicable;
- k. The Hatch Act (5 U.S.C. §§ 1501-1508) and Public Law 95-454, Section 4728. These statutes state that any person or organization involved in the administration of federally assisted programs cannot use federal funds for partisan political purposes of any kind;
- l. The Americans with Disabilities Act (Public Law 101-336; 42 U.S.C. §§ 12101, 12102, 12111-12117, 12131-12134, 12141-12150, 12161-12165, 12181-12189, 12201-12213, 47 U.S.C. § 225 and 47 U.S.C. § 611;
- m. The Drug-Free Workplace Act (Public Law 100-690 Title V, subtitle D, 41 USC 701 et seq.);
- n. Restrictions on Lobbying (1) Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352 (2) 43 CFR 18; and;
- o. Civil Rights Assurance. The undersigned is subject to 42 U.S.C. §§ 2000d, The Age Discrimination Act of 1975, 42 U.S.C. §§ 6101 et seq., and its implementing regulation 45 CFR Part 91, Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, and implementing regulation, 45 CFR Parts 80, 84 et seq.; Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, and offers all persons the opportunity to participate in programs or activities regardless of race, color, national origin, age, sex, or disability. These acts require that no person shall, on the grounds of race, color, national origin, age, or handicap, be excluded from participation in or be subjected to discrimination in any program or activity funded, in whole or part, by federal funds. Further, it is agreed that no individual will be turned away from or otherwise denied access to or benefit from any program or activity that is directly associated with a program of the Contractor on the basis of race, color, national origin, age, sex (in education activities) or disability.
- p. Protection of Human Subjects. To the extent applicable to it, the Contractor agrees to comply with the requirements set out in 34 CFR Part 97 relating to research that involves human subjects.
- q. Drug and Alcohol Abuse Prevention Program. The Contractor agrees to comply with the requirements set out in 34 CFR Part 86, requiring institutions of higher education that receive federal assistance to certify that it has adopted and implemented a drug abuse prevention program.

15. Assignment and Subgrants

Contractor's rights and obligations hereunder are personal and may not be transferred, assigned or sub-granted without the prior, written consent of the Commonwealth. Any attempt at assignment, transfer, sub-granting without such consent shall be void. All assignments, sub-grants, or Subcontractors approved by the Contractor, or the Commonwealth are subject to all of the provisions of this Agreement. Contractor shall be solely responsible for all aspects of sub-granting arrangements and performance.

16. Binding Effect

Except as otherwise provided, all provisions herein contained, including the benefits and burdens, shall extend to and be binding upon the Parties' respective heirs, legal representatives, successors, and assigns.

17. Captions

The captions and headings in this Agreement are for convenience of reference only, and shall not be used to interpret, define, or limit its provisions.

18. Counterparts

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This Agreement may be executed in multiple identical original counterparts, all of which shall constitute one agreement.

19. Entire Understanding

This Agreement represents the complete integration of all understandings between the Parties and all prior representations and understandings, oral or written, are merged herein. Prior or contemporaneous additions, deletions, or other changes hereto shall not have any force or affect whatsoever, unless embodied herein.

20. Indemnification-General

To the extent permitted by Kentucky law, the Contractor agrees to hold OVR harmless and to indemnify OVR from and against any and all claims, demands and causes of action of every kind and character that may be asserted by any party occurring or in any way incident to, arising out of or in connection with the services to be performed by the Contractor or its subcontractors, if any, pursuant to this Agreement.

21. Severability

Provided this Agreement can be executed and performance of the obligations of the Parties accomplished within its intent, the provisions hereof are severable and any provision that is declared invalid or becomes inoperable for any reason shall not affect the validity of any other provision hereof.

22. Survival of Certain Terms

Notwithstanding anything herein to the contrary, provisions of this Agreement requiring continued performance, compliance, or effect after termination hereof, shall survive such termination and shall be enforceable by the Commonwealth if Contractor fails to perform or comply as required.

23. Third Party Beneficiaries

Enforcement of this Agreement and all rights and obligations hereunder are reserved solely to the Parties, and not to any third party. Any services or benefits which third parties receive as a result of this Agreement are incidental to the Agreement, and do not create any rights for such third parties.

24. Waiver

Waiver of any breach of a term, provision, or requirement of this Agreement, or any right or remedy hereunder, whether explicitly or by lack of enforcement, shall not be construed or deemed as a waiver of any subsequent breach of such term, provision, or requirement, or of any other term, provision, or requirement.

25. Representations and Certifications

Contractor makes the following specific representations and certifications, the Commonwealth in entering into this agreement relied on each of which:

a. Standard and Manner of Performance

Contractor shall use its best efforts to perform its obligations hereunder in accordance with the highest standards of care, skill and diligence in the field, industry, trades, or profession and in the sequence and manner set forth in this Agreement.

b. Licenses, Permits, Etc.

Contractor represents and certifies that as of the Effective Date it has, and that at all times during the term hereof it shall have, at its sole expense, all licenses, certifications,

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approvals, insurance, permits, and other authorization required by law to perform its obligations hereunder. Contractor certifies that it shall maintain all necessary licenses, certifications, approvals, insurance, permits, and other authorizations required to properly perform this Agreement, without reimbursement by the Commonwealth or other adjustment in Agreement Funds. Additionally, all employees and agents of Contractor performing Services under this Agreement shall hold all required licenses or certifications, if any, to perform their responsibilities. Contractor, if a foreign corporation or other foreign entity transacting business in the Commonwealth of Kentucky, further certifies that it currently has obtained and shall maintain any applicable certificate of authority to transact business in the Commonwealth of Kentucky and has designated a registered agent in Kentucky to accept service of process. Any revocation, withdrawal or non-renewal of licenses, certifications, approvals, insurance, permits or any such similar requirements necessary for Contractor to properly perform the terms of this Agreement shall be deemed to be a material breach by Contractor and constitute grounds for termination of this Agreement.

26. Reporting Requirements

The Contractor shall comply with the following reporting requirements:

a. Performance and Progress

Contractor shall file quarterly progress reports with the Commonwealth detailing the status of the project and extent to which it has been completed. The first such quarterly report shall be due three (3) months after Contractor receives the notice to proceed, and every three (3) months thereafter until the Commonwealth performs final approval of the completed project. The quarterly reports shall reflect the Contractor's progress in meetings its stated goals and objectives. After the project is completed, Contractor shall file an annual report with the Commonwealth. The Commonwealth may waive in writing any quarterly or annual performance report if deemed unnecessary, provided the Commonwealth would still be able to meet its performance reporting obligations to the Federal agency.

b. Expenditure Certification

To assure that expenditures are proper and in accordance with the terms and conditions of the Federal award and approved project budgets, the annual and final fiscal reports or vouchers requesting payment under the agreements must include a certification, signed by an official who is authorized to legally bind the Contractor entity, which reads as follows: "I certify that all expenses reported (or payments requested) are for appropriate purposes and in accordance with the Agreement set forth in the application and award documents."

c. Litigation Reporting

Within ten (10) days after being served with any pleading in a legal action filed with a court or administrative agency, related to this Agreement or which may affect Contractor's ability to perform its obligations hereunder, Contractor shall notify the Commonwealth of such action and deliver copies of such pleadings to the Commonwealth's principal representative as identified herein. If the Commonwealth's principal representative is not then serving, such notice and copies shall be delivered to the Executive Director of OVR.

d. Noncompliance

Contractor's failure to provide reports and notify the Commonwealth in a timely manner in accordance with this section may result in the delay of payment of funds and/or termination as provided under this Agreement.

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27. Approvals

a. Signatory Authority

The Contractor assures and guarantees that the Contractor possesses the legal authority to enter into this Agreement, to receive funds pursuant to and authorized by this Agreement and to perform the services the Contractor has obligated itself to perform pursuant to this Agreement.

b. Authorized Representative

The person or persons signing and executing this Agreement on the Contractor's behalf do warrant and guarantee that he, she, or they have been duly authorized by the Contractor to execute this Agreement on the Contractor's behalf and to validly and legally bind the Contractor to all contractual terms, performances, and provisions. If requested, the Contractor will provide OVR with documents granting authority to the designated representative authorizing them to execute documents for this purpose.

28. Certification of No Criminal Activity

The Contractor certifies that it and its principals have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of fraud, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property, or gratuity violations potentially affecting the award of federal grant funds. The Contractor further certifies that it is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in this certification. The Contractor certifies that it will disclose to OVR in a timely manner in writing all offenses enumerated in this certification.

29. Attorney Fees

Each party shall bear its own attorneys' fees and costs that may arise out of the enforcement of this contract.

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Memorandum of Agreement Standard Terms and Conditions
Revised April 2024

1.00 Effective Date

All Memorandum of Agreements are not effective until the Secretary of the Finance and Administration Cabinet or his authorized designee has approved the agreement and until the agreement has been submitted to the government contract review committee. However, in accordance with KRS 45A.700, memoranda of agreement in aggregate amounts of \$50,000 or less are exempt from review by the committee and need only be filed with the committee within 30 days of their effective date for informational purposes.

KRS 45A.695(7) provides that payments on personal service contracts and memoranda of agreement shall not be authorized for services rendered after government contract review committee disapproval, unless the decision of the committee is overridden by the Secretary of the Finance and Administration Cabinet or agency head if the agency has been granted delegation authority by the Secretary.

The vendor shall be paid, upon the submission of proper invoices to the receiving agency at the prices stipulated for the supplies delivered and accepted, or services rendered. Unless otherwise specified, payment will not be made for partial deliveries accepted. Payments will be made within thirty (30) working days after receipt of goods or a vendor's invoice in accordance with KRS 45.453 and KRS 45.454.

2.00 EEO Requirements

The Equal Employment Opportunity Act of 1978 applies to All State government projects with an estimated value exceeding \$500,000. The contractor shall comply with all terms and conditions of the Act.

3.00 Cancellation Clause

Both parties shall have the right to terminate and cancel this contract at any time not to exceed thirty (30) days' written notice served on the Contractor by registered or certified mail.

4.00 Funding Out Provision

The state agency may terminate this agreement if funds are not appropriated to the contracting agency or are not otherwise available for the purpose of making payments without incurring any obligation for payment after the date of termination, regardless of the terms of the agreement. The state agency shall provide the Contractor thirty (30) calendar day's written notice of termination of the agreement due to lack of available funding.

5.00 Reduction in Contract Worker Hours

The Kentucky General Assembly may allow for a reduction in contract worker hours in conjunction with a budget balancing measure for some professional and non-professional service contracts.

If under such authority the agency is required by Executive Order or otherwise to reduce contract hours, the agreement will be reduced by the amount specified in that document. If the contract funding is reduced, then the scope of work related to the contract may also be reduced commensurate with the reduction in funding. This reduction of the scope shall be agreeable to both parties and shall not be considered a breach of contract.

6.00 Access to Records

The state agency certifies that it is in compliance with the provisions of KRS 45A.695, "Access to contractor's books, documents, papers, records, or other evidence directly pertinent to the contract." The Contractor, as defined in KRS 45A.030, agrees that the contracting agency, the Finance and Administration Cabinet, the Auditor of Public Accounts, and the Legislative Research Commission, or their duly authorized representatives, shall have access to any books, documents, papers, records, or other evidence, which are directly pertinent to this agreement for

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the purpose of financial audit or program review. The Contractor also recognizes that any books, documents, papers, records, or other evidence, received during a financial audit or program review shall be subject to the Kentucky Open Records Act, KRS 61.870 to 61.884. Records and other prequalification information confidentially disclosed as part of the bid process shall not be deemed as directly pertinent to the agreement and shall be exempt from disclosure as provided in KRS 61.878(1)(c).

7.00 Violation of tax and employment laws

KRS 45A.485 requires the Contractor and all subcontractors performing work under the contract to reveal to the Commonwealth any final determination of a violation by the Contractor within the previous five (5) year period of the provisions of KRS chapters 136, 139, 141, 337, 338, 341, and 342. These statutes relate to corporate and utility tax, sales and use tax, income tax, wages and hours laws, occupational safety and health laws, unemployment insurance laws, and workers compensation insurance laws, respectively. Disclosure of any violations is required prior to the award of any state contract and throughout the duration the contract.

Failure to disclose violations, shall be grounds for the Commonwealth's disqualification of a contractor or subcontractor from eligibility for future state contracts for a period of two (2) years.

To comply with KRS 45A.485, the Contractor and all subcontractors performing work under this contract shall report any such final determination(s) of any violation(s) within the previous five (5) years to the Commonwealth by providing a list of the following information regarding any violation(s): (1) specific KRS violated, (2) date of any final determination of a violation, and (3) state agency which issued the final determination.

A list of any disclosures made prior to award of a contract shall be attached to the contract. The Contractor affirms that it has not violated any of the provisions of the above statutes within the previous five (5) year period, aside from violations explicitly disclosed and attached to this contract. Contractor further affirms that it will (1) communicate the above KRS 45A.485 disclosure requirements to any subcontractors and (2) disclose any subcontractor violations it becomes aware of to the Commonwealth.

8.00 Discrimination

This section applies only to agreements disbursing federal funds, in whole or part, when the terms for receiving those funds mandate its inclusion. Discrimination (because of race, religion, color, national origin, sex, sexual orientation, gender identity, age, or disability) is prohibited. During the performance of this agreement, the Contractor agrees as follows:

The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, national origin, sex, sexual orientation, gender identity or age. The Contractor further agrees to comply with the provisions of the Americans with Disabilities Act (ADA), Public Law 101-336, and applicable federal regulations relating thereto prohibiting discrimination against otherwise qualified disabled individuals under any program or activity. The Contractor agrees to provide, upon request, needed reasonable accommodations. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, national origin, sex, sexual orientation, gender identity, age or disability. Such action shall include, but not be limited to the following; employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensations; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

In all solicitations or advertisements for employees placed by or on behalf of the Contractor, the Contractor will, state that all qualified applicants will receive consideration for employment

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without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age or disability.

The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance.

The Contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965 as amended, and of the rules, regulations and relevant orders of the Secretary of Labor.

The Contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, as amended, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

In the event of the Contractor's noncompliance with the nondiscrimination clauses of this agreement or with any of the said rules, regulations or orders, this agreement may be cancelled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further government contracts or federally-assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, as amended, and such other sanctions may be imposed and remedies invoked as provided in or as otherwise provided by law.

The Contractor will include the provisions of paragraphs (1) through (7) of section 202 of Executive Order 11246 in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor, issued pursuant to section 204 of Executive Order No. 11246 of September 24, 1965, as amended, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

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Approvals

This contract is subject to the terms and conditions stated herein. By affixing signatures below, the parties verify that they are authorized to enter into this contract and that they accept and consent to be bound by the terms and conditions stated herein. In addition, the parties agree that (i) electronic approvals may serve as electronic signatures, and (ii) this contract may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single contract.

1st Party: Education and Labor Cabinet

_____	Secretary
Signature	Title
<u>Jamie Link</u>	_____
Printed Name	Date

_____	_____
Signature	Title
_____	_____
Printed Name	Date

2nd Party:

<u>Latricia P. Bronger</u>	Director, GLEC- Special Education Regional Technical Assistance Center
<small>Latricia P. Bronger (Jun 7, 2024 16:22 EDT)</small>	_____
Signature	Title
<u>Latricia P. Bronger</u>	06/07/24
Printed Name	Date

Approved as to Form and Legality:

Maria "Tess" Russell
Maria "Tess" Russell (Jun 7, 2024 16:05 EDT)
Kentucky Education and Labor Cabinet
Attorney