

CONTRACT AMENDMENT NO. 7
CONTRACT FOR: ONLINE EDUCATION SERVICES
CONTRACT NO: 14-032-PHYCF

This CONTRACT AMENDMENT No. 7 amends the above-referenced contract between the **State of Montana, Department of Corrections (Department)**, whose address and phone number are P.O. Box 201301, 5 South Last Chance Gulch, Helena, MT 59620-1301, 406-444-3930 and **Miles Community College, (Contractor)**, whose address and phone number are 2715 Dickinson St., Miles City, MT 59301 and (406) 874-6100. This Contract is amended for the following purpose(s):

- 1) In accordance with Section 1, of the above referenced contract, entitled "PARTIES", parties mutually agree to change the name of the Department of Corrections facility name and acronym used as the "Department".

Previous: Pine Hills Youth Correctional Facility (PHYCF)

Current: Pine Hills Correctional Facility (PHCF)

- 2) In accordance with Section 3, of the above referenced contract, entitled "COMPENSATION/BILLING", parties mutually agree to a change in subsection A.

Previous: Department shall pay Contractor \$220.00 per online dual-enrollment course credit for no more than 16 students. Contractor shall pay \$54.00 per dual course credit for Montana residents for no more than 16 students. The total contract maximum for the services described shall not exceed **ten thousand five hundred sixty and 00/100 Dollars (\$10,560.00)**.

Current: Department shall pay Contractor the per credit cost of an online education for youth and adult students earning college credits of \$174.50 per credit cost online dual-enrollment course credit for no more than a total of 16 students per semester. Department shall pay Contractor \$57.00 per dual course credit rate for Montana residents for no more than 16 students. The youth students will be included in the Free2Explore Program, with the first (1st) course being free. The total contract maximum for the services described shall not exceed **ten thousand five hundred sixty and 00/100 Dollars (\$10,560.00)**.

B-E No changes.

- 3) In accordance with Section 5, of the above referenced contract, entitled "TIME OF PERFORMANCE", parties mutually agree the contract has been in a month to month status from expiration date of September 30, 2019. The parties agree to extend this Contract for the period October 1, 2019, through September 20, 2020 per the terms, conditions, and prices agreed upon. This is the 6th renewal, 7th and final year of the Contract.

- 4) In accordance with Section 6, of the above referenced contract, entitled "LIAISONS AND NOTICE", parties mutually agree to change subsection A only, Department Liaison.

Previous: Kimberly Leslie, 4 N. Haynes, Miles City, MT 59301, (406-233-2203) or successor serves as Department liaison.

Current: Teagan Stanley, 4 N. Haynes, Miles City, MT 59301, (460) 233-2234, TStanley@mt.gov, or successor serves as Department Liaison.

B-C No changes.

Except as modified above, all other terms and conditions of Contract No. 14-032-PHYCF including Amendments #1-6, remain unchanged.

STATE OF MONTANA
Department of Corrections
5 South Last Chance Gulch
Helena, MT 59601

Miles Community College
2715 Dickinson St.
Miles City, MT 59301

DocuSigned by:
Steve Ray
BY: ECD3AA89FE45459...
Steve Ray, Superintendent
Pine Hills Correctional Facility

DocuSigned by:
Erin Niedege
BY: 83E901A547DE43D...
Erin Niedege
Miles Community College

DATE: 6/1/2020

DATE: 6/1/2020

Approved as to Form:

DocuSigned by:
Kristi Hernandez 6/1/2020
3C5059C707044B2...
Contract Officer (Date)
Department of Corrections

Approved as to Legal Content:

DocuSigned by:
Colleen Ambrose 6/1/2020
FF889078043447...
Legal Counsel (Date)
Department of Corrections

**CONTRACT AMENDMENT
CONTRACT 14-032-PHYCF**

THIS CONTRACT AMENDMENT (**Amendment #6**) is made and entered into by and between the Montana Department of Corrections (DEPARTMENT) 5 S. Last Chance Gulch, Helena, Montana 59620-1301 and **Miles Community College** (CONTRACTOR) 2715 Dickinson St., Miles City, MT 59301 and is effective upon receipt of all signatures.

WHEREAS, the parties have entered a Contract with an original effective date of August 26, 2013 and Section 21 provides that the parties may modify their agreement in writing; and

WHEREAS, the Contract expires on September 30, 2018 and Section 5 provides that the parties may extend the expiration date of the Contract.

NOW THEREFORE, the parties agree to amend the Contract as follows (**new language underlined, old language interlined**):

2. DUTIES/RESPONSIBILITIES OF CONTRACTOR

CONTRACTOR agrees to provide online dual enrollment, and classroom dual-credit education services to students at the Pine Hills Youth Correctional Facility (PHYCF). The goal of these services is to allow students to attend supervised online classes that will count toward dual credit at both PHYCF and Miles Community College for youth and as college credit for adults. CONTRACTOR agrees to provide the following services:

3. COMPENSATION/BILLING

DEPARTMENT shall compensate CONTRACTOR for successful delivery of services (or goods), provided pursuant to Section 2, in the following manner:

A. DEPARTMENT shall pay CONTRACTOR ~~\$215.50~~ \$220.00 per online dual-enrollment course credit for no more than 16 students. CONTRACTOR shall pay \$54.00 per dual course credit for Montana residents for no more than 16 students. The total contract maximum for the services described herein shall not exceed ~~ten thousand three hundred, forty four and 00/100 Dollars (\$10,344.00)~~ ten thousand five hundred sixty and 00/100 Dollars (\$10,560.00). ~~for the services described herein.~~

B-E. No Changes.

5. TIME OF PERFORMANCE

This Contract shall take effect upon final contract signature. This Contract shall expire on **September 30, 2018** 2019, provided that either party provides a written notice of cancellation at least 30 days prior. In the event neither party provides a written notice of cancellation 30 days prior to September 30, 2019, this Contract shall continue on a month-to-month basis until such time as the parties mutually agree to an annual renewal of the contract or either party provides a written 30 day notice of cancellation.

In no event may this Contract continue or be renewed for a period exceeding a total of **seven (7) years**.

6. LIAISONS AND NOTICE

- A. Kimberly Leslie, 4 N. Haynes, Miles City, MT 59301, (406-233-2203) or successor serves as DEPARTMENT liaison.
- B. ~~Jessie Dufner, Vice President of Student Success and Institutional Research~~ Erin Niedge, Dean of Enrollment Management and Education Support Services, 2715 Dickinson St., Miles City, MT 59301, NeidgeE@milesec.edu or successor serves as CONTRACTOR liaison.
- C. All notices and invoices required in this Contract shall be in writing, properly addressed to the liaison in (A) and (B) above, mailed first-class, postage prepaid. All notices sent via U.S. Postal Service are deemed effective on the date of postmark. Notices and invoices mailed through another carrier (e.g., UPS or FedEx) are effective upon receipt.

This constitutes the Amendment to the Contract. All other provisions contained in the original Contract, as amended, shall remain unchanged.

DEPARTMENT

DocuSigned by:


5D1FF62E9E074AE...
 Cindy McKenzie, Administrator
 Youth Services Administrator

10/2/2018

 Date

CONTRACTOR

DocuSigned by:


83E901A547DE43D...
 Erin Niedge
 Miles Community College

10/25/2018

 Date

Reviewed for Legal Content by:

DocuSigned by:


FFF888078013447
 Legal Counsel
 Department of Corrections

10/2/2018

 Date

**CONTRACT AMENDMENT
CONTRACT 14-032-PHYCF**

THIS CONTRACT AMENDMENT (**Amendment #5**) is made and entered into by and between the Montana Department of Corrections (DEPARTMENT) 5 S. Last Chance Gulch, Helena, Montana 59620-1301 and **Miles Community College** (CONTRACTOR) 2715 Dickinson St., Miles City, MT 59301 and is effective upon receipt of all signatures.

WHEREAS, the parties have entered a Contract with an original effective date of August 26, 2013 and Section 21 provides that the parties may modify their agreement in writing; and

WHEREAS, the Contract expires on September 30, 2017 and Section 5 provides that the parties may extend the expiration date of the Contract.

NOW THEREFORE, the parties agree to amend the Contract as follows (**new language underlined, old language interlined**):

3. COMPENSATION/BILLING

DEPARTMENT shall compensate CONTRACTOR for successful delivery of services (or goods), provided pursuant to Section 2, in the following manner:

A. DEPARTMENT shall pay CONTRACTOR ~~\$209.00~~ \$215.50 per course credit for no more than 16 students, not to exceed ~~ten thousand thirty two and 00/100 Dollars (\$10,032.00)~~ ten thousand three hundred, forty-four and 00/100 Dollars (\$10,344.00) for the services described herein.

B-E. No Changes.

5. TIME OF PERFORMANCE

This Contract shall take effect upon final contract signature. This Contract shall expire on **September 30, 2017** 2018, provided that either party provides a written notice of cancellation at least 30 days prior. In the event neither party provides a written notice of cancellation 30 days prior to September 30, 2018, this Contract shall continue on a month-to-month basis until such time as the parties mutually agree to an annual renewal of the contract or either party provides a written 30 day notice of cancellation.

In no event may this Contract continue or be renewed for a period exceeding a total of **seven (7) years**.

This constitutes the Amendment to the Contract. All other provisions contained in the original Contract, as amended, shall remain unchanged.

DEPARTMENT

DocuSigned by:
Cindy McKenzie
5D1FF02E9F074AE...
Cindy McKenzie, Administrator
Youth Services Administrator

1/2/2018
Date

CONTRACTOR

DocuSigned by:
Erin Niede
83E901A547DE43D...
Erin Niede
Miles Community College

1/4/2018
Date

Reviewed for Legal Content by:

DocuSigned by:
Colleen Ambrose
EEF888078013447
Legal Counsel
Department of Corrections

12/29/2017
Date

**CONTRACT AMENDMENT
CONTRACT 14-032-PHYCF**

THIS CONTRACT AMENDMENT (**Amendment #4**) is made and entered into by and between the Montana Department of Corrections (DEPARTMENT) 5 S. Last Chance Gulch, Helena, Montana 59620-1301 and **Miles Community College** (CONTRACTOR) 2715 Dickinson St., Miles City, MT 59301 and is effective upon receipt of all signatures.

WHEREAS, the parties have entered a Contract with an original effective date of August 26, 2013 and Section 21 provides that the parties may modify their agreement in writing; and

WHEREAS, the Contract expires on September 30, 2016 and Section 5 provides that the parties may extend the expiration date of the Contract.

NOW THEREFORE, the parties agree to amend the Contract as follows (**new language underlined, old language interlined**):

2. DUTIES/RESPONSIBILITIES OF CONTRACTOR

CONTRACTOR agrees to provide technology education services to students at the Pine Hills Youth Correctional Facility (PHYCF). The goal of these services is to allow students to attend supervised online ~~technology~~ classes that will count toward dual credit at both PHYCF and Miles Community College for youth and as college credit for adults. CONTRACTOR agrees to provide the following services:

3. COMPENSATION/BILLING

DEPARTMENT shall compensate CONTRACTOR for successful delivery of services (or goods), provided pursuant to Section 2, in the following manner:

A. DEPARTMENT shall pay CONTRACTOR ~~\$204.50~~ \$209.00 per course credit for no more than 16 students, not to exceed ~~nine thousand eight hundred sixteen and 00/100 Dollars (\$9,816.00)~~ ten thousand thirty two and 00/100 Dollars (\$10,032.00) for the services described herein.

B-E. No Changes.

5. TIME OF PERFORMANCE

This Contract shall take effect upon final contract signature. This Contract shall expire on **September 30, ~~2016~~ 2017**, provided that either party provides a written notice of cancelation at least 30 days prior. In the event neither party provides a written notice of cancelation 30 days prior to June 30, 2015, this Contract shall continue on a month-to-month basis until such time as the parties mutually agree to an annual renewal of the contract or either party provides a written 30 day notice of cancellation.

In no event may this Contract continue or be renewed for a period exceeding a total of **seven (7) years**.

This constitutes the Amendment to the Contract. All other provisions contained in the original Contract, as amended, shall remain unchanged.

DEPARTMENT

Cindy McKenzie

Cindy McKenzie, Administrator
Youth Services Administrator

9-23-16

Date

CONTRACTOR

Jessie Dufner

Jessie Dufner, Vice President
Student Success and Institutional Research

9/29/16

Date

Reviewed for Legal Content by:

Colleen Ambrose

Legal Counsel
Department of Corrections

9-22-16

Date

CONTRACT AMENDMENT
CONTRACT 14-032-PHYCF

THIS CONTRACT AMENDMENT (**Amendment #3**) is made and entered into by and between the Montana Department of Corrections (DEPARTMENT) 5 S. Last Chance Gulch, Helena, Montana 59620-1301 and **Miles Community College** (CONTRACTOR) 2715 Dickinson St., Miles City, MT 59301 and is effective upon receipt of all signatures.

WHEREAS, the parties have entered a Contract with an original effective date of August 26, 2013 and Section 21 provides that the parties may modify their agreement in writing; and

WHEREAS, the Contract expires on September 30, 2016 and Section 5 provides that the parties may extend the expiration date of the Contract.

NOW THEREFORE, the parties agree to amend the Contract as follows (**new language underlined, old language interlined**):

15. COMPLIANCE WITH LAWS

CONTRACTOR must, in performance of work under the Contract, fully comply with all applicable federal, state, or local laws, rules and regulations, including the Montana Human Rights Act, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990 and ADA Amendments Act of 2008, and Section 504 of the Rehabilitation Act of 1973.

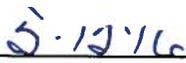
CONTRACTOR will comply with the Prison Rape Elimination Act 42 U.S.C.A. § 15601ff, the Prison Rape Elimination Act final rule 28 CFR Part 115, MDOC Policy 1.3.14, Prison Rape Elimination Act, and ACCD 1.3.1400 PREA to include incident reporting. CONTRACTOR shall establish a zero tolerance policy to incidents of sexual assault/rape or sexual misconduct. Any subletting or subcontracting by CONTRACTOR subjects subcontractors to the same provision. In accordance with section 49-3-207, MCA, CONTRACTOR agrees that the hiring of persons to perform the Contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by persons performing the Contract.

This constitutes the Amendment to the Contract. All other provisions contained in the original Contract, as amended, shall remain unchanged.

DEPARTMENT



Cindy McKenzie, Administrator
Youth Services Administrator

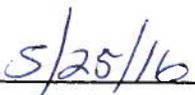


Date

CONTRACTOR



Jessie Dufner, Vice President
Student Success and Institutional Research



Date

Reviewed for Legal Content by:



Legal Counsel
Department of Corrections



Date

**CONTRACT AMENDMENT
CONTRACT 14-032-PHYCF**

THIS CONTRACT AMENDMENT (**Amendment #2**) is made and entered into by and between the Montana Department of Corrections (DEPARTMENT) 5 S. Last Chance Gulch, Helena, Montana 59620-1301 and **Miles Community College** (CONTRACTOR) 2715 Dickinson St., Miles City, MT 59301 and is effective upon receipt of all signatures.

WHEREAS, the parties have entered a Contract with an original effective date of August 26, 2013 and Section 21 provides that the parties may modify their agreement in writing; and

WHEREAS, the Contract expires on September 30, 2015 and Section 5 provides that the parties may extend the expiration date of the Contract.

NOW THEREFORE, the parties agree to amend the Contract as follows (**new language underlined, old language interlined**):

3. COMPENSATION/BILLING

DEPARTMENT shall compensate CONTRACTOR for successful delivery of services (or goods), provided pursuant to Section 2, in the following manner:

A. DEPARTMENT shall pay CONTRACTOR ~~\$165.00~~ \$204.50 per course credit for no more than 16 students, not to exceed nine thousand eight hundred sixteen and 00/100 Dollars (\$9,816.00) ~~seven thousand nine hundred twenty and 00/100 Dollars (\$7,920.00)~~ for the services described herein.

B-E. No Changes.

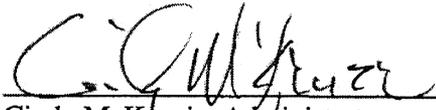
5. TIME OF PERFORMANCE

This Contract shall take effect upon final contract signature. This Contract shall expire on **September 30, 2015** 2016, provided that either party provides a written notice of cancelation at least 30 days prior. In the event neither party provides a written notice of cancelation 30 days prior to June 30, 2015, this Contract shall continue on a month-to-month basis until such time as the parties mutually agree to an annual renewal of the contract or either party provides a written 30 day notice of cancellation.

In no event may this Contract continue or be renewed for a period exceeding a total of **seven (7) years**.

This constitutes the Amendment to the Contract. All other provisions contained in the original Contract, as amended, shall remain unchanged.

DEPARTMENT

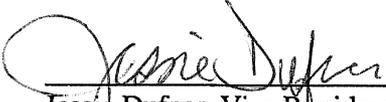


Cindy McKenzie, Administrator
Youth Services Administrator

9-30-15

Date

CONTRACTOR



Jessie Dufner, Vice President
Student Success and Institutional Research

9/30/15

Date

Reviewed for Legal Content by:



Legal Counsel
Department of Corrections

9-24-15

Date

CONTRACT AMENDMENT
CONTRACT 14-032-PHYCF

THIS CONTRACT AMENDMENT (**Amendment #1**) is made and entered into by and between the Montana Department of Corrections (DEPARTMENT) 5 S. Last Chance Gulch, Helena, Montana 59620-1301 and **Miles Community College** (CONTRACTOR) 2715 Dickinson St., Miles City, MT 59301 and is effective upon receipt of all signatures.

WHEREAS, the parties have entered a Contract with an original effective date of August 26, 2013 and Section 21 provides that the parties may modify their agreement in writing; and

WHEREAS, the Contract expires on September 30, 2014 and Section 5 provides that the parties may extend the expiration date of the Contract.

NOW THEREFORE, the parties agree to amend the Contract as follows (**new language underlined, old language interlined**):

2. DUTIES/RESPONSIBILITIES OF CONTRACTOR

CONTRACTOR agrees to provide technology education services to students at the Pine Hills Youth Correctional Facility (PHYCF). The goal of these services is to allow students to attend supervised online technology classes that will count toward dual credit at both PHYCF and Miles Community College. CONTRACTOR agrees to provide the following services: ~~as outlined in the Montana Digital Literacy and Career Pathways Program #2012-RV-BX-003.~~

3. COMPENSATION/BILLING

DEPARTMENT shall compensate CONTRACTOR for successful delivery of services (or goods), provided pursuant to Section 2, in the following manner:

A. DEPARTMENT shall pay CONTRACTOR ~~\$203.00~~ \$165.00 per course credit for no more than 16 students, not to exceed **seven thousand nine hundred twenty and 00/100 Dollars (\$7,920.00)** ~~for the term of the grant period,~~ for the services described herein.

B-E. No Changes.

5. TIME OF PERFORMANCE

This Contract shall take effect upon final contract signature. This Contract shall expire on **September 30, 2015**, provided that either party provides a written notice of cancelation at least 30 days prior. In the event neither party provides a written notice of cancelation 30 days prior to June 30, 2015, this Contract shall continue on a month-to-month basis until such time as the parties mutually agree to an annual renewal of the contract or either party provides a written 30 day notice of cancellation.

In no event may this Contract continue or be renewed for a period exceeding a total of **seven (7) years**.

This constitutes the Amendment to the Contract. All other provisions contained in the original Contract, as amended, shall remain unchanged.

DEPARTMENT

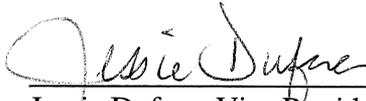


Cindy McKenzie, Administrator
Youth Services Administrator

11-3-14

Date

CONTRACTOR



Jessie Dufner, Vice President
Student Success and Institutional Research

12/1/2014

Date

Reviewed for Legal Content by: 

Legal Counsel
Department of Corrections

10-30-14

Date

1. PARTIES

The Montana Department of Corrections (DEPARTMENT) and **Miles Community College (CONTRACTOR)** enter into this Contract (**14-032-PHYCF**). The parties' names, addresses, and telephone numbers are as follows:

Montana Department of Corrections
Pine Hills Youth Correctional Facility
5 S. Last Chance Gulch
PO Box 201301
Helena, MT 59620-1301
(406) 444-3930

Miles Community College

2715 Dickinson St.
Miles City, MT 59301
(406) 874-6100

DEPARTMENT AND CONTRACTOR, AS PARTIES TO THIS CONTRACT AND FOR THE CONSIDERATION SET FORTH BELOW, AGREE AS FOLLOWS:

2. DUTIES/RESPONSIBILITIES OF CONTRACTOR

CONTRACTOR agrees to provide technology education services to students at the Pine Hills Youth Correctional Facility (PHYCF). The goal of these services is to allow students to attend supervised online technology classes that will count toward dual credit at both PHYCF and Miles City Community College. CONTRACTOR agrees to provide the following services as outlined in the Montana Digital Literacy and Career Pathways Program #2012-RV-BX-003.

- A. A web-based computer course, Introduction to Computers (CAPP 120), for 16 juveniles (eight students per semester) emphasizing the practical aspects of today's computing environment. Instruction will include the basic computer architecture and operation, hardware, operating systems, network communication, ethical issues associated with computers, and aspects of integrated software with an emphasis on business applications..
- B. Three (3) undergraduate college credits for successful completion of one semester course per student.

3. COMPENSATION/BILLING

DEPARTMENT shall compensate CONTRACTOR for successful delivery of services (or goods), provided pursuant to Section 2, in the following manner:

- A. DEPARTMENT shall pay CONTRACTOR \$203.00 per course credit for 16 students, not to exceed **nine thousand seven hundred forty-four and 00/100 Dollars (\$9,744.00)** for the term of the grant period, for the services described herein.
- B. This rate is inclusive of all travel and per diem. DEPARTMENT will not compensate CONTRACTOR for travel or travel time, lodging, meals, supplies, or any other expense incurred by CONTRACTOR while performing services identified within this Contract.
- C. DEPARTMENT agrees to pay CONTRACTOR within thirty (30) days following receipt of a correct invoice.
- D. DEPARTMENT may withhold payments to CONTRACTOR if CONTRACTOR has not performed in accordance with the terms of this Contract.

- E. The Contract number must be referenced on all invoices and correspondence pertaining to this Contract.

4. AGENCY ASSISTANCE

To the extent possible, CONTRACTOR shall use its own facilities and equipment in providing the services set forth in Section 2. However, the parties recognize that services provided to DEPARTMENT may occur within the confines of a secure correctional facility necessitating the use of DEPARTMENT facilities and equipment including, but not limited to, access to inmate records, work space within a correctional facility, and telephone service (e.g., Montana State Prison and Montana Women's Prison do not allow wireless phones within facility).

5. TIME OF PERFORMANCE

This Contract shall take effect upon final contract signature and shall terminate on September 30, 2014, unless terminated earlier in accordance with the terms of this Contract.

Upon expiration of this Contract, and in the absence of a new written agreement, the terms listed herein shall continue to govern the agreement between the parties until such time as a new Contract is signed.

6. LIAISONS AND NOTICE

- A. Kimberly Leslie, 4 N. Haynes, Miles City, MT 59301, (406-233-2203) or successor serves as DEPARTMENT liaison.
- B. Jessie Dufner, Vice President of Student Success and Institutional Research, 2715 Dickinson St., Miles City, MT 59301, (406-874-6100) or successor serves as CONTRACTOR liaison.
- C. All notices and invoices required in this Contract shall be in writing, properly addressed to the liaison in (A) and (B) above, mailed first-class, postage prepaid. All notices sent via U.S. Postal Service are deemed effective on the date of postmark. Notices and invoices mailed through another carrier (e.g., UPS or FedEx) are effective upon receipt.

7. OWNERSHIP AND PUBLICATION OF MATERIALS

All materials CONTRACTOR develops or utilizes (i.e., reports, spreadsheets, etc.) in performing the services set forth in Section 2 above shall be the sole property of DEPARTMENT.

8. COMPLIANCE WITH WORKERS' COMPENSATION ACT

Neither CONTRACTOR nor its employees are employees of the State. In accordance with sections 39-71-120, 39-71-401, and 39-71-405, MCA, Contractors are required to comply with the provisions of the Montana Workers' Compensation Act while performing work for the State of Montana.

CONTRACTOR shall provide proof of compliance in the form of workers' compensation insurance, an independent contractor exemption, or documentation of corporate officer status and maintain such insurance, exemption, or corporate officer status for the duration of the contract. CONTRACTOR shall submit a copy of all renewals of expired insurance and exemptions to: Department of Corrections, Contracts Management Bureau, Attn: Contracts Manager, PO Box 201301, Helena, MT 59620-1301.

9. HOLD HARMLESS AND INDEMNIFICATION

CONTRACTOR agrees to protect, defend, and save the State, its elected and appointed officials, agents, and employees, while acting within the scope of their duties as such, harmless from and against all legal, equitable or administrative claims including those arising under paragraph 15 below, demands, damages, causes of action of any kind or character, including the cost of defense thereof, arising in favor of CONTRACTOR'S employees or third parties on account of bodily or personal injuries, death, or damage to property arising out of services performed or omissions of services or in any way resulting from the acts or omissions, including non-compliance with laws cited under paragraph 15 below, of CONTRACTOR and/or its agents, employees, representatives, assigns, or subcontractors - except the sole negligence of the State under this agreement.

10. INSURANCE

General Requirements: CONTRACTOR shall maintain for the duration of the Contract, at its cost and expense, insurance against claims for injuries to persons or damages to property, including contractual liability, which may arise from or in connection with the performance of the work by CONTRACTOR, agents, employees, representatives, assigns, or subcontractors. This insurance shall cover such claims as may be caused by any negligent act or omission.

Primary Insurance: CONTRACTOR'S insurance coverage shall be primary insurance as respect to the State, its officers, officials, employees, and volunteers and shall apply separately to each project or location. Any insurance or self-insurance maintained by the State, its officers, officials, employees or volunteers shall be in excess of CONTRACTOR'S insurance and shall not contribute with it.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by DEPARTMENT. At the request of DEPARTMENT either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the State, its officers, officials, employees, and volunteers; or (2) CONTRACTOR shall procure a bond guaranteeing payment of losses and related investigations, claims administration, and defense expenses.

Certificate of Insurance/Endorsements: A certificate of insurance from an insurer with a Best's rating of no less than A- indicating compliance with the required coverages must be received by the Contracts Manager, PO Box 201301, Helena, MT 59620-1301 prior to start of work under this Contract. CONTRACTOR must immediately notify DEPARTMENT of any material change in insurance coverage, such as changes in limits, coverages, policy status, etc. DEPARTMENT reserves the right to require complete copies of insurance policies at all times.

- A. **Specific Requirements for Commercial General Liability:** CONTRACTOR shall purchase and maintain occurrence coverage with combined single limits for bodily injury, personal injury, and property damage of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate per year to cover such claims as may be caused by any act, omission, or negligence of CONTRACTOR or its officers, agents, representatives, assigns or subcontractors.

Additional Insured Status: The State, its officers, officials, employees, and volunteers are to be covered as additional insureds; for liability arising out of activities performed by or on behalf of CONTRACTOR, including the insured's general supervision of CONTRACTOR; products and completed operations; premises owned, leased, occupied, or used.

11. ACCESS AND RETENTION OF RECORDS

CONTRACTOR agrees to provide DEPARTMENT, the Legislative Auditor, or their authorized agents with access to any records necessary to determine Contract compliance (Ref. 18-1-118, MCA). CONTRACTOR agrees to create and retain all records supporting the services rendered and/or supplies delivered for a period of three years after either the completion date of this Contract or the conclusion of any claim, litigation, or exception relating to this Contract taken by the State of Montana or a third party.

12. PUBLIC INFORMATION

CONTRACTOR recognizes that this Contract may be subject to public inspection pursuant to Article 2, § 9 of the Montana Constitution. DEPARTMENT has a limited ability to assert a privacy interest in the subject matter of the Contract particularly with respect to information which is in the nature of a “trade secret” as the phrase is defined in federal law. In any event, CONTRACTOR agrees to hold DEPARTMENT harmless from any injury caused, in whole or in part, by the review of this agreement by an entity authorized to do so pursuant to Article 2, § 9 of the Montana Constitution.

13. ASSIGNMENT, TRANSFER AND SUBCONTRACTING

CONTRACTOR shall not assign, sell, transfer, subcontract or sublet rights, or delegate duties under this Contract, in whole or in part, without the prior written approval of DEPARTMENT. No such written approval shall relieve CONTRACTOR of any obligation of this Contract and any transferee or subcontractor shall be considered the agent of CONTRACTOR. CONTRACTOR shall remain liable as between the original parties to the Contract as if no such assignment had occurred.

14. AMENDMENTS

All amendments to this Contract shall be in writing and signed by the parties.

15. COMPLIANCE WITH LAWS

CONTRACTOR must, in performance of work under the Contract, fully comply with all applicable federal, state, or local laws, rules and regulations, including the Montana Human Rights Act, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990 and ADA Amendments Act of 2008, and Section 504 of the Rehabilitation Act of 1973. Any subletting or subcontracting by CONTRACTOR subjects subcontractors to the same provision. In accordance with section 49-3-207, MCA, CONTRACTOR agrees that the hiring of persons to perform the Contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by persons performing the Contract.

16. MEETINGS

CONTRACTOR is required to meet with DEPARTMENT liaison, or designated representatives, to resolve technical or contractual problems that may occur during the term of the Contract or to discuss the progress made by CONTRACTOR and DEPARTMENT in the performance of their respective obligations, at no additional cost to DEPARTMENT. Meetings will occur as problems arise and will be coordinated by DEPARTMENT. CONTRACTOR will be given a minimum of three full working days notice of meeting date, time, and location. Face-to-face meetings are desired. However, at CONTRACTOR’S option and expense, a conference call meeting may be substituted. Consistent failure

to participate in problem resolution meetings, two consecutive missed or rescheduled meetings, or to make a good faith effort to resolve problems, may result in termination.

17. CONTRACTOR PERFORMANCE EVALUATION

During the term of this Contract, DEPARTMENT may evaluate CONTRACTOR'S performance. Prior to completion of the evaluation, CONTRACTOR will be given an opportunity to review the evaluation and provide additional information and/or clarification. CONTRACTOR will also be asked to sign the evaluation document to acknowledge receipt of the document and an opportunity to respond. This Contract may be terminated by DEPARTMENT as a result of said evaluation and documented non-performance. CONTRACTOR Performance Evaluations may be considered in future solicitations and contracts.

18. TERMINATION AND DEFAULT

- A. DEPARTMENT may, by written notice to CONTRACTOR, terminate this Contract in whole or in part at any time CONTRACTOR fails to perform as required in this Contract.
- B. Either party may terminate this Contract without cause by providing written notice to the other as described in this paragraph. The party desiring to terminate the Contract shall provide written notice to the other, which notice will establish a termination date not less than 30 days from the date of such notice. The termination of this Contract shall not limit any party's pursuit of remedies provided in this Contract or otherwise available under the laws of the State of Montana.
- C. DEPARTMENT, at its sole discretion, may, without 30 days notice, terminate or reduce the scope of this Contract if available funding is reduced for any reason. If funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract must be canceled. (Ref. 18-4-313(4), MCA).
- D. Failure on the part of either party to perform the provisions of this Contract constitutes default. Default may result in pursuit of a remedy for breach of Contract including, but not limited to, monetary damages or specific performance.

19. CHOICE OF LAW AND VENUE

The laws of Montana govern this Contract. The parties agree that any mediation, arbitration or litigation concerning this Contract must be brought in the First Judicial District in and for the County of Lewis and Clark, State of Montana, and each party shall pay its own costs and attorney fees (Ref. 18-1-401, MCA).

20. LICENSURE

CONTRACTOR agrees to provide copies of current licenses and certifications that register CONTRACTOR and any associates performing under this Contract.

21. INTEGRATION

This Contract contains the entire agreement between the parties and no statement, promises, or inducements made by either party or agents thereof, which are not contained in the written Contract, shall be binding or valid. This Contract shall not be enlarged, modified, or altered except upon written agreement signed by all parties to the Contract.

22. SEVERABILITY

A declaration by any court, or any other binding legal source, that any provision of this Contract is illegal and void shall not affect the legality and enforceability of any other provision of this Contract, unless the provisions are mutually dependent.

23. COMPLETED CONTRACT

DEPARTMENT cannot disburse any payments under this Contract until a fully executed original Contract is returned to the Department of Corrections, Contracts Management Bureau, PO Box 201301, Helena, MT 59620-1301.

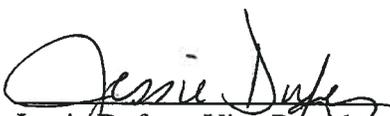
SIGNATURE

DEPARTMENT

CONTRACTOR



Cindy McKenzie, Administrator
Youth Services Division



Jessie Dufner, Vice President
Student Success and Institutional Research

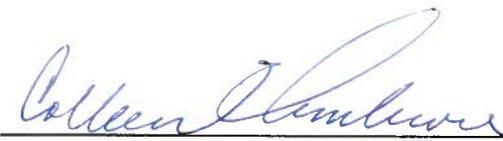


Date

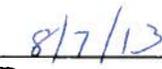


Date

Approved for Legal Content by:



Legal Counsel
Department of Corrections



Date