



Commonwealth of Kentucky

PURCHASE ORDER

Document Number	PO 040 2400004883	Version:	1
Record Date:			
Document Description:	lease and maintenance of the Kentuckybacklog.com		
Cited Authority:	FAP111-10-00-05 Proprietary Service & Maintenance Agreements		
Reason for Modification:			

Issuer Contact:	Ship To:	Bill To:
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Vendor Name:	Vendor No. KY0051330
SSH Consulting, LLC	Vendor Contact
Stephenie Hoelscher	Name: Stephenie Hoelscher
710 Central Ave	Phone: 513-289-7667
Lexington KY 40502	E-mail: stephenie.hoelscher@outlook.com

Effective From: 07/01/2024 **Effective To:** 06/30/2026

Line Item	Delivery Date	Quantity	Unit	Description	Unit Price	Contract Amount	Total Price
1		24.00000	MO	Lease & Maintenance of Kentuckybacklog.com	\$1,500.000000	\$0.00	\$36,000.00

Extended Description:

TOTAL ORDER AMOUNT:	\$36,000.00
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LEASE AND MAINTENANCE OF "KENTUCKYBACKLOG.COM" WEBSITE

BETWEEN

THE COMMONWEALTH OF KENTUCKY

OFFICE OF THE ATTORNEY GENERAL

AND

**SSH CONSULTING
710 Central Ave
Lexington, KY 40502**

This Purchase Order (PO) is entered into, by and between the Commonwealth of Kentucky, Office of the Attorney General ("the Commonwealth") and SSH Consulting, LLC ("the Contractor") to establish a contract for the lease and maintenance of the "Kentuckybacklog.com" website. The initial PSC is effective from July 1, 2024 through June 30, 2026.

The Commonwealth and Contractor agree to the following:

I. Scope of Contract

The Office of the Attorney General (OAG) enters into this contract for the purpose of leasing and maintenance of the kentuckybacklog.com website, which contains information on the status of previously unsubmitted and partially untested sexual assault kits in Kentucky.

1-SSH Consulting, LLC owns all right, title and interest in and to the websites known by the domain name "Kentuckybacklog.com " (referred to in this Agreement as "Website").

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2.-During the pendency of the Website lease, OAG has exclusive rights to the content on the Website.

3.-Additions, deletions, or modifications to the content or design of the website must receive prior approval by OAG Site Coordinator and Bureau of Justice Assistance (BJA).

4.-OAG's graphics and name mentions must be removed from the website at the termination of the contractual relationship.

5.-OAG owns the content on the Website regarding the kits and data arising from the sexual assault kits initiative (SAKI)-funded activities.

6.-All content must be compliant with the KY SAKI/BJA program guidelines.

7.- SSH Consulting, LLC shall keep the Website operating and accessible by persons residing in Kentucky on a 24 hours per day, 365 days per year basis, subject to generally accepted standards for a professionally-managed website.

8.-This contract may be terminated early should funding from KY SAKI case or be no longer financially feasible.

9.-The Office of the Attorney General shall not sublease the Website to any other party.

10.-Termination of the contract prior to the end date is permitted with a 30-day notice from either party.

II. Contract Components and Order of Precedence

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The Commonwealth's acceptance of the Contractor's offer in response to the Solicitation, indicated by the issuance of a Contract Award shall create a valid contract between the Parties consisting of the following:

- 1.-Procurement Statutes, Regulations and Policies**
- 2.-Any written Agreement between the Parties.**
- 3.-Any Addenda to the Solicitation.**
- 4.-The Solicitation and all attachments**
- 5.-Any Best and Final Offer.**
- 6.-Any clarifications concerning the Contractor's proposal in response to the Solicitation.**
- 7.-The Contractor's proposal in response to the Solicitation.**

In the event of any conflict between or among the provisions contained in the contract, the order of precedence shall be as enumerated above.

III. Negotiated Items

Not applicable

IV. Pricing

The Office of the Attorney General shall provide consideration in the form to SSH Consulting on a monthly basis, for the lease and maintenance of the Website.

1.-Consideration will be paid to SSH Consulting, LLC upon receipt of monthly time spent maintaining website.

2.-Office of the Attorney General will provide consideration for the lease and maintenance up to eight (8) hours of work per month at the rate of \$1,500.00 per month. If more than eight (8) hours of maintenance is required in a given

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month, prior approval will be required by OAG.

3.-Contract shall not exceed \$36,000.00.

V. Invoicing

SSH Consulting, LLC invoice will contain the contract number, PO 040 2400004883, on the invoice.

SSH Consulting, LLC shall submit invoices that include an accounting of hours worked, an itemized description of the activities.

SSH Consulting, LLC will use quarter-hour increments when keeping time, consistent with federal grant reporting requirements.

Invoices shall be emailed to OAG OAG.Purchasing&Contracts@ky.gov

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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:

Stacy R. Woodrum
Signature

Stacy Woodrum
Printed Name

Executive Director, Office of
Administrative Services
Title

March 4, 2024
Date

2nd Party:

Steph Hoelscher
Signature

Steph Hoelscher
Printed Name

Principal, SSH Consulting
Title

3/1/24
Date

Approved as to form and legality:

Christopher Thacker
Attorney