



Commonwealth of Kentucky

PURCHASE ORDER

Document Number PO 040 2100003723 **Version:** 1
Record Date: Jan 7, 2021
Document Description: lease and maintenance of the Kentuckybacklog.com
Cited Authority: FAP111-10-00-05
Proprietary Service & Maintenance Agreements
Reason for Modification:

Issuer Contact: Name: Michelle Lacy Phone: 502-696-5650 E-mail: michelle.lacy@ky.gov	Ship To: Office of the Attorney General 700 Capitol Avenue, Suite 34 Frankfort KY 40601	Bill To: Office of the Attorney General 700 Capitol Avenue, Suite 34 Frankfort KY 40601
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Vendor Name: SSH Consulting, LLC Stephenie Hoelscher 710 Central Ave Lexington KY 40502	Vendor No. KY0051330 Vendor Contact Name: Stephenie Hoelscher Phone: 513-289-7667 E-mail: stephenie.hoelscher@outlook.com
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Effective From: 12/1/20 **Effective To:** 6/30/22

Line Item	Delivery Date	Quantity	Unit	Description	Unit Price	Contract Amount	Total Price
1		18.00000	MO	Lease & Maintenance of Kentuckybacklog.com	\$1,500.000000	\$0.00	\$27,000.00

Extended Description:

TOTAL ORDER AMOUNT:	\$27,000.00
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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 December 1, 2020 through June 30, 2022.

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:

Procurement Statutes, Regulations and Policies

Any written Agreement between the Parties.

Any Addenda to the Solicitation.

The Solicitation and all attachments

Any Best and Final Offer.

Any clarifications concerning the Contractor's proposal in response to the Solicitation.

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 \$27,000.00

V. Invoicing

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.

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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 Woodrum

Signature

Stacy Woodrum

Printed Name

Executive Director, Office of Admin. Services

Title

December 23, 2020

Date

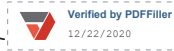
2nd Party:

Steph Hoelscher

Signature

Stephenie Hoelscher

Printed Name



Principal, SSH Consulting

Title

12/22/2020

Date

Other Party:

Signature

Printed Name

Title

Date

Approved as to form and legality:

Chaz English

Attorney