

PARTICIPATING ADDENDUM
for
CLOUD SOLUTIONS
Between
The State of Delaware and InfoReliance LLC
Contract # AR2484

Vendor Name: InfoReliance LLC

Delaware Contract Number: GSS17793-CLOUD_SOL
CLOUD SOLUTIONS

1. SCOPE

- a. This Participating Addendum is made between the State of Delaware, through the Office of Management and Budget, Government Support Services and InfoReliance LLC (Contractor or Vendor), to establish a contract for Cloud Solutions.
- b. Under Delaware Code, Title 29 §6933 and §6987, The State of Delaware is authorized to participate in, sponsor, conduct or administer a cooperative purchasing agreement for the procurement of materiel or nonprofessional services, or professional services with 1 or more public procurement units either within the State or within another state in accordance with an agreement entered into between the participants. The execution of this Participating Addendum will result in a Central Contract for the State of Delaware. For each subsequent Statement of Work for any agencies permitted to purchase from the Central Contract, Contractor must provide the Statement of Work and subsequent changes to the SOW to the State of Delaware's Department of Technology and Information (DTI) for an approved business case. Contractor shall submit the proposed SOW to DTI at DTICustomerEngagementTeam@state.de.us. Contractor may not proceed with any work under the proposed SOW without receiving approval from DTI.
- c. The requirements herein are in addition to those in the executed NASPO ValuePoint Master Contract #AR2484. These services shall continue through September 15, 2026. At the sole discretion of Government Support Services, this Participating Addendum may further be extended to include any extensions as agreed to, by and between NASPO ValuePoint and InfoReliance LLC.
- d. The State is contracting for the following Amazon Web Services IaaS offerings including but not limited to the following:

Amazon Elastic Compute Cloud (Amazon EC2)	Amazon S3
Amazon EC2 Container Service	Amazon Glacier
AWS Lambda	Amazon EBS
AWS Auto Scaling	Amazon CloudFront
AWS Elastic Load Balancing	AWS Import/Export
Amazon VPC	AWS Storage Gateway
Amazon Route 53	Amazon RDS
AWS Direct Connect	Amazon Dynamo DB
Amazon Redshift	Amazon ElastiCache
Amazon Elastic MapReduce	Amazon Kinesis
AWS Data Pipeline	Amazon Mobile Analytics
AWS Identity & Access Management	AWS Directory Service
AWS Service Catalog	AWS Config

AWS CloudHSM
AWS Key Management Service
AWS Management Console
AWS Elastic Beanstalk
AWS CodeDeploy
AWS CodePipeline
Amazon WorkDocs
Amazon AppStream
Amazon SWF
Amazon SES
Amazon Elastic Transcoder
Amazon FPS
AWS Trusted Advisor
AWS Command Line Interface

AWS CloudTrail
Amazon CloudWatch
APIs
AWS CloudFormation
AWS Code Commit
AWS OpsWorks
Amazon Workspaces
Amazon CloudSearch
Amazon Simple Queue Service
Amazon SNS
Amazon Cognito
AWS Support
AWS Marketplace

In addition, the State is contracting for the IaaS Professional Services for initial setup, training and access to the services provided by InfoReliance.

- e. As a Service, subscription license costs shall be incurred at the individual license level only as the individual license is utilized within a fully functioning solution. Subscription costs will not be applicable during periods of implementation and solution development prior to the State's full acceptance of a working solution. Additional subscription license requests above actual utilization may not exceed 5% of the total and are subject to Delaware budget and technical review.

2. CHANGES

a. MANDATORY INSURANCE REQUIREMENTS (29 Del. C. §6929)

As a part of this Participating Addendum requirements, the Contractor must obtain at its own cost and expense and keep in force and effect during the term of this Participating Addendum, including all extensions, the minimum coverage limits specified below with a carrier satisfactory to the State. Contractors must carry the following coverage depending on the type of service or product being delivered.

- a. Commercial General Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate,

And at least one of the following, as outlined below:

- b. Medical/Professional Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate,
or
- c. Miscellaneous Errors and Omissions - \$1,000,000 per occurrence/\$3,000,000 aggregate,
or
- d. Product Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate,

Contractor must carry (a) and at least one of (b), (c), or (d) above, depending on the type of scope of work being delivered.

If the contractual service requires the transportation of State of Delaware employees or clients to State agencies, Contractor shall, in addition to the above coverage's, secure at its own expense the following coverage;

e. Automotive Liability Insurance covering all automotive units used in the work with limits of not less than \$100,000 each person and \$300,000 each accident as to bodily injury and \$25,000 as to property damage to other,
and

f. Contractor shall maintain such insurance as will protect against claims under Worker's Compensation Act and from any other claims for damages for personal injury, including death, which may arise from operations under this Participating Addendum. Contractor and its employees are independent contractors and are not employees of the State of Delaware.

Contractors must carry (a), (e), and (f), and at least one of (b), (c), or (d), depending on the scope of work being delivered.

Before any work is done with the State, a Certificate of Insurance referencing the name and contract number stated herein, shall be filed with the State. The certificate holder is as follows:

**State of Delaware
Government Support Services
Contract # GSS17793-CLOUD_SOL
100 Enterprise Place, Suite 4
Dover, DE 19904-8202**

Note: The State of Delaware shall not be named as an additional insured.

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

b. SEVERABILITY

If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, the same shall not affect the other terms or provisions hereof or the whole of this Agreement, but such term or provision shall be deemed modified to the extent necessary in the court's opinion to render such term or provision enforceable, and the rights and obligations of the parties shall be construed and enforced accordingly, preserving to the fullest permissible extent the intent and agreements of the parties herein set forth.

c. PERMITS AND LICENSES

All necessary permits, licenses, insurance policies, etc. required by local, State or Federal laws, shall be provided by the Contractor at its own expense.

d. PATENTED DEVICES, MATERIAL AND PROCESSES

1. Contractor shall provide for the use of any patented design, device, material, or process to be used or furnished under this contract by suitable legal agreement with the patentee or owner.
2. Contractor shall hold and save harmless the State of Delaware, their Officers or Agents from any and all claims because of the use of such patented design, device, material, or process in connection with the work agreed to be performed under this Participating Addendum.

e. STATE OF DELAWARE BUSINESS LICENSE

Prior to commence performance under this agreement, Contractor shall either furnish Government Support Services with proof of State of Delaware Business Licensure or initiate the process of application, where required. An application may be requested in writing to: Division of Revenue, Carvel State Building, P. O. Box 8750, 820 N. French Street, Wilmington, DE 19899 or by telephone: 302-577-8778. <http://revenue.delaware.gov/services/BusServices.shtml>

Information regarding the State of Delaware's decision to enter into this Participating Addendum will be given to the Division of Revenue. Failure to comply with the State of Delaware licensing requirements may subject your organization to applicable fines and/or interest penalties.

f. EMERGENCY TERMINATION OF AGREEMENT

1. Due to restrictions which may be established by the United States Government on material, or work, this Participating Addendum may be terminated by the cancellation of all or portions of the Participating Addendum.
2. In the event Contractor is unable to obtain the material required to complete the items of work included in the Participating Addendum because of restrictions established by the United States Government and if, in the opinion of the Agency, it is impractical to substitute other available material, or the work cannot be completed within a reasonable time, the incomplete portions of the work may be cancelled, or this Participating Addendum may be terminated.

g. INDEMNIFICATION

1. General Indemnification

Contractor agrees to indemnify and otherwise hold harmless the State of Delaware, its agents and employees from any and all liability, suits, actions, or claims, together with all costs, expenses for attorney's fees, arising out of Contractor's its agents and/or employees' performance work or services in connection with the Participating Addendum.

2. Proprietary Rights Indemnification

Contractor shall warrant that all elements of its solution, including all equipment, software, documentation, services and deliverables, do not and will not infringe upon or violate any patent, copyright, trade secret or other proprietary rights of any third party. In the event of any claim, suit or action by any third party against the State of Delaware, the State of Delaware shall promptly notify Contractor in writing and Contractor shall defend such claim, suit or action at Contractor's expense, and Contractor shall indemnify the State of Delaware against any loss, cost, damage, expense or liability arising out of such claim, suit or action (including, without limitation, litigation costs, lost employee time, and counsel fees) whether or not such claim, suit or action is successful.

If any equipment, software, services (including methods) products or other intellectual property used or furnished by the contractor (collectively "Products") is or in contractor's reasonable judgment is likely to be, held to constitute an infringing product, contractor shall at its expense and option either:

- a. Procure the right for the State of Delaware to continue using the Product(s); Replace the product with a non-infringing equivalent that satisfies all the requirements of the Participating Addendum; or

- b. Modify the Product(s) to make it or them non-infringing, provided that the modification does not materially alter the functionality or efficacy of the product or cause the Product(s) or any part of the work to fail to conform to the requirements of the Participating Addendum, or only alters the Product(s) to a degree that the ordering agency agrees to and accepts in writing.

h. NON-PERFORMANCE

In the event Contractor does not fulfill its obligations under the terms and conditions of this Participating Addendum, in addition to proceeding with termination of the Participating Addendum and/or Purchasing Order, the State of Delaware may purchase equivalent product on the open market. Any difference in cost between the Master Contract prices herein and the price of open market purchase shall be the responsibility of Contractor. Under no circumstances shall monies be due Contractor in the event open market purchases can be obtained below contract cost. Any monies charged to Contractor may be deducted from an open invoice.

i. OPPORTUNITY BUYS

The Director for the State of Delaware, Office of Management and Budget, Government Support Section can waive use of a central contract pursuant to 29 Del. C. §6911(e). A process has been developed to permit any contractor the opportunity to submit an Opportunity Buy offer to the State for goods and/or services for consideration despite the existence of a central contract. See [Opportunity Buy Flowchart](#).

The Director will afford any contractor on an existing central contract an opportunity to match or to beat the Opportunity Buy offer made by a non-contracted contractor prior to a waiver being granted.

j. I FOUND IT CHEAPER

Director for the State of Delaware, Office of Management and Budget, Government Support Section can waive use of a central contract pursuant to 29 Del. C. §6911(e). A process has been developed to permit any State employee or Contractor to identify a lower price for material and or services for consideration despite the existence of a central contract. See [I Found It Cheaper Flowchart](#).

The Director will afford any Contractor on an existing central contract an opportunity to match or to beat the I Found It Cheaper suggestion and if not matched or beaten, approve the purchase via a waiver.

k. REQUIRED REPORTS

One of the primary goals in administering this contract is to keep accurate records regarding its actual value/usage. This information is essential in order to update the contents of the contract and to establish proper bonding levels, if they are required. The integrity of future contracts revolves around the State's ability to convey accurate and realistic information to all interested parties.

A complete and accurate Usage Report (Attachment A) shall be furnished in an Excel format and submitted electronically, no later than the 15th (or next business day after the 15th day) of each month, detailing the purchasing of all items and/or services on this Participating Addendum. The reports shall be completed in Excel format, using the template provided, and submitted as an attachment to vendorusage@state.de.us, with a copy going to the contract officer identified as your point of contact. Submitted reports shall

cover the full month (Report due by January 15th will cover the period of December 1 – 31.), contain accurate descriptions of the products, goods or services procured, ordering agency information, quantities procured and prices paid. Reports are required monthly, including those with “no spend”. Any exception to this mandatory requirement or failure to submit complete reports, or in the format required, may result in corrective action, up to and including the possible cancellation of the award. Failure to provide the report with the minimum required information may also negate any Participating Addendum extension clauses. Additionally, if Contractor is determined to be in default of this mandatory report requirement, it may have such conduct considered against Contractor, in assessment of responsibility, in the evaluation of any future proposals.

In accordance with Executive Order 44, the State of Delaware is committed to supporting its diverse business industry and population. Contractor shall accurately report on the participation by Diversity Suppliers which includes: minority (MBE), woman (WBE), veteran owned business (VOBE), or service disabled veteran owned business (SDVOBE) under this Participating Addendum. The reported data elements shall include but not be limited to; name of state contract/project, the name of the Diversity Supplier, Diversity Supplier contact information (phone, email), type of product or service provided by the Diversity Supplier and any minority, women, veteran, or service disabled veteran certifications for the subcontractor (State OSD certification, Minority Supplier Development Council, Women’s Business Enterprise Council, VetBiz.gov). The format used for Subcontracting 2nd Tier reporting is shown as Attachment B.

Accurate 2nd Tier reports shall be submitted to the Office of Supplier Diversity at vendorusage@state.de.us on the 15th (or next business day) of the month following each quarterly period. For consistency quarters shall be considered to end the last day of March, June, September and December of each calendar year. Contractual spend during the covered periods shall result in a report even if the Participating Addendum has expired by the report due date.

I. DELAWARE ECONOMIC IMPACT

Contractor shall provide an annual report of the economic impact of their operations in Delaware. This report shall be submitted by February 15th of each calendar year, and shall report on the immediately prior one full calendar year of operations.

The following basic information is required under this agreement:

- # of Delaware Locations
- # of Delaware Employees
- Annual Taxes, licenses & Fees Paid to Delaware
 - This may be payroll, franchise, service taxes, etc.
- Major Delaware Investments/ Partnerships
 - Amount paid to Major partners or Suppliers in Delaware
 - Highlight of Delaware MWBE, Veteran, Small Business (SBA criteria) and Disabled Veteran partnerships/ supply chain
 - Rent to Delaware Locations or value of Delaware real property
 - Utility Expenses paid to Delaware utilities

The report shall be submitted to contracting@state.de.us.

m. INDEPENDENT CONTRACTORS

The parties to the Participating Addendum shall be independent contractors to one another, and nothing herein shall be deemed to cause the agreement to create an agency, partnership, joint venture or employment relationship between parties. Each party shall be responsible for compliance with all applicable workers compensation, unemployment, disability insurance, social security withholding and all other similar matters. Neither party shall be liable for any debts, accounts, obligations or other liability whatsoever of the other party or any other obligation of the other party to pay on the behalf of its employees or to withhold from any compensation paid to such employees any social benefits, workers compensation insurance premiums or any income or other similar taxes.

n. TEMPORARY PERSONNEL ARE NOT STATE EMPLOYEES UNLESS AND UNTIL THEY ARE DIRECTLY HIRED

Contractor agrees that any individual or group of temporary staff person(s) provided to the State of Delaware pursuant to this Participating Addendum shall remain the employee(s) of Contractor for all purposes including any required compliance with the Affordable Care Act by Contractor. Contractor agrees that it shall not allege, argue, or take any position that individual temporary staff person(s) provided to the State pursuant to this Participating Addendum must be provided any benefits, including any healthcare benefits by the State of Delaware and Contractor agrees to assume the total and complete responsibility for the provision of any healthcare benefits required by the Affordable Care Act to aforesaid individual temporary staff person(s). In the event that the Internal Revenue Service, or any other third party governmental entity determines that the State of Delaware is a dual employer or the sole employer of any individual temporary staff person(s) provided to the State of Delaware pursuant to this Participating Addendum, Contractor agrees to hold harmless, indemnify, and defend the State to the maximum extent of any liability to the State arising out of such determinations.

Notwithstanding the content of the preceding paragraph, should the State of Delaware subsequently directly hire any individual temporary staff employee(s) provided pursuant to this Participating Addendum, the aforementioned obligations to hold harmless, indemnify, and defend the State of Delaware shall cease and terminate for the period following the date of hire. Nothing herein shall be deemed to terminate the Contractor's obligation to hold harmless, indemnify, and defend the State of Delaware for any liability that arises out of compliance with the ACA prior to the date of hire by the State of Delaware. Contractor will waive any separation fee provided an employee works for both Contractor and hiring agency, continuously, for a three (3) month period and is provided thirty (30) days written notice of intent to hire from the agency. Notice can be issued at second month if it is the State's intention to hire.

o. FAIR BACKGROUND CHECK PRACTICES

Pursuant to 29 Del. C. §6909B, the State does not consider the criminal record, criminal history, credit history or credit score of an applicant for state employment during the initial application process unless otherwise required by state and/or federal law. Contractors doing business with the State are encouraged to adopt fair background check practices. Contractors can refer to 19 Del. C. §711(g) for guidance.

p. CONTRACTOR BACKGROUND CHECK REQUIREMENTS

If Contractor has access to state property or may come in contact with vulnerable populations, including children and youth, as it relates to the provision of services under this Participating Addendum, Contractor shall complete background checks on employees serving the State's

on premises contracts. Unless otherwise directed, at a minimum, this shall include a check of the following registry:

- Delaware Sex Offender Central Registry at:
<https://sexoffender.dsp.delaware.gov/>

Employees that are listed in the registry shall be prevented from direct contact in the service of an awarded state contract, but may provide support or off-site premises service for contract contractors. Should an employee be identified and Contractor believes its employee's service does not represent a conflict with this requirement, may apply for a waiver to the primary agency. The Agency's decision to allow or deny access to any individual identified on a registry database is final and at the Agency's sole discretion.

By Agency request, the Contractor(s) shall provide a list of all employees providing services under this Participating Addendum, and shall certify adherence to the background check requirement. Employee(s) found in the central registry in violation of the terms stated above, shall be immediately prevented from returning to state property as such presence relates to the provision of services under this Participating Addendum. A violation of this condition represents a violation of the Participating Addendum terms and conditions, and may subject the Contractor to penalty, including Participating Addendum cancellation for cause.

Contractor shall be responsible for the background check requirements of any authorized Servicing Subcontractor providing service to the Agency's contract.

q. DRUG TESTING REQUIREMENTS FOR LARGE PUBLIC WORKS

Pursuant to 29 Del. C. [§6908\(a\)\(6\)](#), OMB has established regulations that require contractors and subcontractors to implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds. The regulations establish the mechanism, standards and requirements of a Mandatory Drug Testing Program that will be incorporated by reference into all Large Public Works Contracts awarded pursuant to 29 Del. C. [§6962](#).

Final publication of the identified regulations can be found at the following:

[4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects](#)

r. SERVICING SUBCONTRACTORS

1. Contractor may use State-approved Subcontractors or Distributors under this Participating Addendum for sales and service functions as defined herein.
2. Contractor shall be responsible for successful performance and compliance with all requirements in accordance with the terms and conditions under this Participating Addendum, even if work is performed by Servicing Subcontractors.
3. Contractor will be the sole point of contact with regard to Participating Addendum matters, reporting and administrative requirements.
4. For the purposes of this Participating Addendum, Servicing Subcontractors are classified as follows:
 - a. "Authorized Reseller"
 - i. Authorized Resellers may provide quotes, accept purchase orders, fulfill purchase orders, perform maintenance/warranty services and accept payment from ordering agencies for products and associated services offered under this Participating Addendum.

- ii. Authorized Resellers are responsible for sending a copy of all purchase orders and invoices to Contractor for compliance with quarterly usage reporting and administrative requirements.
- iii. All purchase documents to Authorized Resellers shall reference the Participating Addendum Number and InfoReliance LLC as the Contractor.
- b. "Agent"
 - i. Agents are only authorized to provide quotes, sales assistance, configuration guidance and ordering support for products and associated services offered under this Participating Addendum.
 - ii. Agents are not authorized to accept orders or payments.
- 5. Subject to the approval of the State, Servicing Subcontractors may be added or deleted during the Participating Addendum term.
- 6. Servicing Subcontractors, as well as Contractor, must complete the Delaware Substitute Form W-9.

s. ORDERING PROCEDURE

Depending on the nature and scope of the event, each State agency or other governmental entity shall be responsible for contacting the Contractor directly for all required resources. All consumables delivered by Contractor and received by the State of Delaware becomes the property of the State. Orders may be accomplished by written purchase order, fax or computer on-line systems. All Purchase Orders **must** include the State's contract number.

t. BILLING

Contractor is required to "Bill as Shipped" to the respective ordering agency(s). Ordering agencies shall provide contract number, ship to and bill to address, contact name and phone number. Per Del. C. § 6516 (d) (4), Contractor shall not charge a late fee that exceeds more than one percent (1%) per month, not to exceed twelve percent (12%) per annum.

Agencies will make every effort to achieve available discount opportunities under this Participating Addendum. Contractor shall be required to report semi-annually opportunities to enhance the discounts achieved.

u. METHOD OF PAYMENT

- 1. For each P.O. issued as part of this Participating Addendum, the ordering agency will pay all Contractor charges, except disputed amounts, within thirty (30) days of receipt of the Contractor's billing. A "disputed" amount is one for which the ordering agency has given the Contractor written notice, objectively supported by a bona fide explanation and documentation. The Contractor charges shall be supported by payroll data and an itemized accounting of reasonable reimbursable direct non-salary costs. A current progress report of the work shall accompany each billing.

Contractor may submit an invoice for final payment upon receipt of written confirmation that all work in the Statement of Work has been completed to the ordering agency's satisfaction. That invoice, unless disputed, shall be paid within 30 days of receipt of the invoice by the ordering agency.

- 2. The agencies or school districts using this award will authorize and process for payment each invoice within thirty (30) days after the date of receipt of a correct invoice. The State of Delaware intends to maximize the use of the P-Card for payment for goods and services provided under this Participating

Addendum. Contractors shall not charge additional fees for acceptance of this payment method and shall incorporate any costs into their proposals. Additionally, there shall be no minimum or maximum limits on any P-Card transaction under this Participating Addendum. While it is the State's intention to utilize the P-card payment method the State reserves, at its discretion, the right to pay by ACH/ ACI or check. Should Contractor wish to provide a financial incentive to not process payment by P-Card, they are to indicate prior to the issuance of a PO to clearly outline any incentives for alternative payment methods Contractor is willing to accept.

v. FORMAL CONTRACT AND/OR PURCHASE ORDER

No employee of Contractor shall begin any work prior to receipt of a State of Delaware Purchase Order signed by authorized representatives of the ordering agency requesting service, properly processed through the State of Delaware Accounting Office. A purchase order, email, fax or State of Delaware's credit card shall serve as the authorization to proceed with work in accordance with the Master Contract specifications and the special instructions, once it is received by Contractor.

w. MINIMUM WAGE RATES

Work performed under this Participating Addendum may fall under the State of Delaware Minimum Wage Rates or the Delaware Prevailing Wage rates. Prior to issuing a purchase order, the ordering agencies must obtain from the Department of Labor a determination if prevailing wage applies to the project and, if appropriate, what the applicable prevailing wage rates would be for the work to be performed. No work shall proceed without a determination by the Department of Labor. Request for prevailing wage certification can be found at: <http://dia.delawareworks.com/labor-law/prevailing-wage.php>

x. DISPUTE RESOLUTION

At the option of, and in the manner prescribed by the Office of Management and Budget (OMB), the parties shall attempt in good faith to resolve any dispute arising out of or relating to this Agreement promptly by negotiation between executives who have authority to settle the controversy and who are at a higher level of management than the persons with direct responsibility for administration of this Agreement. All offers, promises, conduct and statements, whether oral or written, made in the course of the negotiation by any of the parties, their agents, employees, experts and attorneys are confidential, privileged and inadmissible for any purpose, including impeachment, in arbitration or other proceeding involving the parties, provided evidence that is otherwise admissible or discoverable shall not be rendered inadmissible.

If the matter is not resolved by negotiation, as outlined above, or, alternatively, OMB elects to proceed directly to mediation, then the matter will proceed to mediation as set forth below. Any disputes, claims or controversies arising out of or relating to this Agreement shall be submitted to mediation by a mediator selected by OMB, and if the matter is not resolved through mediation, then it shall be submitted, in the sole discretion of OMB, to the Office of Management and Budget, Government Support Services Director, for arbitration. OMB reserves the right to proceed directly to arbitration or litigation without negotiation or mediation. Any such proceedings held pursuant to this provision shall be governed by Delaware law and venue shall be in Delaware. The parties shall maintain the confidential nature of the arbitration proceeding and the Award, including the Hearing, except as may be necessary to prepare for or conduct the arbitration hearing on the merits. Each party shall bear its own costs of mediation, arbitration or litigation, including attorneys' fees.

y. TERMINATION OF INDIVIDUAL ORDERS OR PURCHASE ORDERS

As a central contract, this agreement shall include individual orders from state agencies and other entities authorized by law to procure from this Participating Addendum. The individual Purchase Orders may be terminated as follows:

1. Termination for Cause

If, for any reasons, or through any cause, Contractor fails to fulfill in timely and proper manner its obligations, or if Contractor violates any of the covenants, agreements, or stipulations of this contract, the ordering agency shall have the right to terminate the P.O. by giving written notice to Contractor of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by the Contractor in the performance of the P.O. shall, at the option of the ordering agency, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials which is usable to the ordering agency.

2. Termination for Convenience

The ordering agency may terminate the Purchase Order at any time by giving written notice of such termination and specifying the effective date thereof, at least sixty (60) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, models, photographs, reports, supplies, and other materials shall, at the option of the department, become its property and Contractor shall be entitled to receive compensation for any satisfactory work completed on such documents and other materials which are usable to the ordering agency.

3. Termination for Non-appropriation

In the event the General Assembly or federal government fails to appropriate the specific funds necessary to enter into or continue the Purchase Order, in whole or part, the Purchase Order shall be terminated as to any obligation of the State requiring the expenditure of money for which no specific appropriation is available at the end of the last fiscal year for which no appropriation is available or upon the exhaustion of funds. This is not a termination for convenience and will not be converted to such.

z. TERMINATION OF PARTICIPATING ADDENDUM

As a Central Contract, this Participating Addendum may be terminated as follows by The State of Delaware, Government Support Services.

1. Termination for Cause

If, for any reasons, or through any cause, Contractor fails to fulfill in timely and proper manner its obligations under this Participating Addendum, or if Contractor violates any of the covenants, agreements, or stipulations of this Participating Addendum, the State shall thereupon have the right to terminate this Participating Addendum by giving written notice to Contractor of such termination and specifying the effective date thereof, at least thirty (30) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by Contractor under this Participating Addendum

shall, at the option of the State, become its property, and Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials which is usable to the State.

On receipt of the Participating Addendum cancellation notice from the State, Contractor shall have not less than five (5) days to provide a written response and may identify a method(s) to resolve the violation(s). Contractor's response shall not effect or prevent the Participating Addendum cancellation unless the State provides a written acceptance of Contractor's response. If the State does accept Contractor's response outlining the method and/or action plan to correct the identified deficiencies, the State will define the time by which Contractor must fulfill its corrective obligations. Final retraction of the State's termination for cause will only occur after Contractor successfully rectifies the original violation(s). At its discretion the State may reject in writing the Contractor's response including a proposed action plan and proceed with the original Participating Addendum cancellation timeline.

2. Termination for Convenience

The State may terminate this Participating Addendum at any time by giving written notice of such termination and specifying the effective date thereof, at least sixty (60) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, models, photographs, reports, supplies, and other materials shall, at the option of the State, become its property and the Contractor shall be entitled to receive compensation for any satisfactory work completed on such documents and other materials, and which is usable to the State.

3. Termination for Non-Appropriations

In the event the General Assembly or federal government fails to appropriate the specific funds necessary to enter into or continue the contractual agreement, in whole or part, the agreement shall be terminated as to any obligation of the State requiring the expenditure of money for which no specific appropriation is available at the end of the last fiscal year for which no appropriation is available or upon the exhaustion of funds. This is not a termination for convenience and will not be converted to such.

aa. PUBLICATON, REPRODUCTION AND USE OF MATERIAL

No material produced in whole or part under this Participating Addendum shall be subject to copyright in the United States or in any other country. The State shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, or other materials prepared under this Participating Addendum; provided, however, that the State agrees not to use any design or engineering plans prepared by Contractor for anything other than their intended purpose under this Participating Addendum. The Contractor shall have the right to publish any and all scientific findings. Appropriate acknowledgment and credit for the State's support shall be given in the publication.

bb. RIGHTS AND OBLIGATIONS

The rights and obligations of each party to this agreement shall not be effective, and no party shall be bound by the term of this agreement, unless and until a valid executed purchase order has been approved by the State of Delaware Secretary of Finance, and all reasonable procedures of the State of Delaware Department of Finance have been complied with. A separate purchase order shall be issued for every project or order.

cc. ASSIGNMENT OF ANTITRUST CLAIMS

As consideration for the award and execution of this Participating Addendum by the State, Contractor hereby grants, conveys, sells, assigns, and transfers to the State of Delaware all of its right, title and interest in and to all known or unknown causes of action it presently has or may now or hereafter acquire under the antitrust laws of the United States and the State of Delaware, regarding the specific goods or services purchased or acquired for the State pursuant to this Participating Addendum. Upon either the State's or the Contractor notice of the filing of or reasonable likelihood of filing of such an action under the antitrust laws of the United States or the State of Delaware, the State and Contractor shall meet and confer about coordination of representation in such action.

dd. AUDIT ACCESS TO RECORDS

The Contractor shall maintain books, records, documents, and other evidence pertaining to this Participating Addendum to the extent and in such detail as shall adequately reflect performance hereunder. Contractor agrees to preserve and make available to the State, upon request, such records for a period of five (5) years from the date services were rendered by Contractor. Records involving matters in litigation shall be retained for one (1) year following the termination of such litigation. Contractor agrees to make such records available for inspection, audit, or reproduction to any official State representative in the performance of their duties under the Participating Addendum. Upon notice given to Contractor, representatives of the State or other duly authorized State or Federal agency may inspect, monitor, and/or evaluate the cost and billing records or other material relative to this Participating Addendum. The cost of any Participating Addendum audit disallowances resulting from the examination of the Contractor's financial records will be borne by Contractor. Reimbursement to the State for disallowances shall be drawn from Contractor's own resources and not charged to Purchase Order cost or cost pools indirectly charging Purchase Order costs.

ee. SUBCONTRACTS

Subcontracting is permitted under this Participating Addendum. However, every subcontractor, authorized representative or reseller shall be identified (Attachment C) and agreed to in writing by the State or as are specifically authorized in writing by the Agency during the performance of the Participating Addendum. Any substitutions in or additions to such subcontractors, associates, or consultants will be subject to the prior written approval of the State. AWS shall not be deemed a subcontractor under this Participating Addendum.

Contractor shall be responsible for compliance by all subcontractors or resellers with all terms, conditions and requirements of the Master Agreement and this Participating Addendum and with all local, State and Federal Laws. The Contractor shall be liable for any noncompliance by any subcontractor or reseller. Further, nothing contained herein or in any subcontractor agreement shall be construed as creating any contractual relationship between the subcontractor and the State. AWS shall not be deemed a subcontractor under this Participating Addendum.

ff. CONTRACTOR EMERGENCY RESPONSE POINT OF CONTACT

Contractor shall provide the name(s), telephone, or cell phone number(s) of those individuals who can be contacted twenty four (24) hours a day, seven (7) days a week where there is a critical need for commodities or services when the Governor of the State of Delaware declares a state of emergency under the Delaware Emergency Operations Plan or in the event of a local emergency or disaster where a state governmental entity requires the services of Contractor.

In the event of a serious emergency, pandemic or disaster outside the control of the State, the State may negotiate, as may be authorized by law, emergency performance from Contractor to address the immediate needs of the State, even if not contemplated under the Master Contract or this Participating Addendum. Payments are subject to appropriation and other payment terms.

gg. POTENTIAL CONTRACT OVERLAP

Contractor acknowledges that the State, at its sole discretion, shall retain the right to solicit for goods and/or services as required by its agencies and as it serves the best interest of the State. As needs are identified, there may exist instances where Participating Addendum deliverables, and/or goods or services to be solicited and subsequently awarded, overlap previous awards.

hh. CONFIDENTIALITY AND DATA INTEGRITY

The Department of Technology and Information (DTI) is responsible for safeguarding the confidentiality and integrity of data in State computer files regardless of the source of those data or medium on which they are stored: e.g., electronic data, computer output microfilm (COM), tape, or disk. Computer programs developed to process State Agency/School District data will not be modified without the knowledge and written authorization of the Department of Technology and Information. All data generated from the original source data, shall be the property of the State of Delaware. The control of the disclosure of those data shall be retained by the State of Delaware and the Department of Technology and Information.

Contractor is required to agree to the requirements in the CONFIDENTIALITY AND INTEGRITY OF DATA STATEMENT; Attachment D attached, and made a part of this RFP. Contractor employees, individually, may be required to sign the statement prior to beginning any work.

ii. SECURITY

As computer, network, and information security are of paramount concern, the State wants to ensure that computer/network hardware and software does not compromise the security of its IT infrastructure. Therefore, Contractor is guaranteeing that any systems or software meets or exceeds the Top 20 Critical Security controls located at <http://www.sans.org/critical-security-controls/>. This section II. does not apply to AWS cloud services resold by contractor.

jj. CYBER SECURITY LIABILITY

If there is an unauthorized acquisition of data that compromises the security, confidentiality, or integrity of information maintained by the State of Delaware. Contractor shall indemnify and hold harmless the State, its agents and employees, from liability, suits, actions or claims, together with reasonable costs and expenses (including attorneys' fees) arising out of such breaches if the breaches were caused by the negligent conduct of Contractor. Further, any such indemnification liability shall be in proportion to the fault of Contractor. In addition to all rights and remedies available to it in law or in equity, the State shall subtract from any payment made to Contractor all undisputed damages, costs and expenses caused by such information security breaches that have not been previously paid to Contractor

kk. CYBER LIABILITY INSURANCE

Contractor shall meet the Cyber Responsibilities, Liability and Insurance requirements as per Attachment E, attached hereto as part of this Participating Addendum. Cyber Liability Insurance Level 1-6 will be identified in the Statement of Work by the ordering agency and will be dependent on the system or application.

II. BUSINESS CONTINUITY AND DISASTER RECOVERY

Contractor shall provide a business continuity and disaster recovery plan upon request and ensure that the Purchasing Entity's recovery time objective (RTO) of number of hours/days is met. The hours/days shall be provided to Contractor by the Purchasing Entity in the Statement of Work for each system or application. Contractor must work with the Purchasing Entity to perform an annual Disaster Recovery test and take action to correct any issues detected during the test in a time frame mutually agreed between Contractor and the Purchasing Entity.

mm. TAX EXEMPTION

Material covered by this proposal is exempt from all FEDERAL and STATE TAXES. Such taxes shall not be included in prices quoted.

Any material which is to be incorporated in the work or any equipment required for the work contemplated in the proposal may be consigned to the Agency. If the shipping papers show clearly that any such material is so consigned, the shipment will be exempt from the tax on the transportation of property under provisions of Section 3475 (b) of the Internal Revenue Code, as amended by Public Law 180 (78th Congress). All transportation charges shall be paid by Contractor.

nn. DOCUMENT EXECUTION

The State of Delaware requires completion of the Delaware Substitute Form W-9 to make payments to Contractor. Successful completion of this form enables the creation of a State of Delaware vendor record. The Taxpayer ID (SSN or EIN) and Contractor name are submitted to the Internal Revenue Service for "matching." If the Taxpayer ID and name do not match, the vendor record cannot be approved.

It is the applicant's responsibility to select the appropriate 1099 Withholding Type and Class.

oo. PRIMARY CONTACTS

The primary government contact individuals for this Addendum are as follows (or their named successors):

Lead State	UTAH
Contact:	Solomon Kingston
Address:	
Phone:	801-538-3228
Fax:	801-538-3882
Email:	skingston@utah.gov

Contractor	InfoReliance LLC
Contact:	Theresa Grouge
Address:	4050 Legato Road, Suite 700 Fairfax, VA 22033
Phone:	703-246-9360 ext 1162

Fax: _____
Email: Theresa.grouge@info reliance.com

Participating State - Delaware, Government Support Services

Contact: Pamela Barr
Address: 100 Enterprise Place, Suite # 4, Dover, DE 19904-8202
Phone: 302-857-4570
Fax: 302-739-3779
Email: pamela.barr@state.de.us

pp. The contract number for the State of Delaware is: GSS17793-CLOUD_SOL

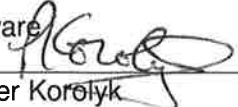
This Participating Addendum and the NASPO ValuePoint Master Contract Number AR2484, (administered by the State of Utah) together with its exhibits, set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. Terms and conditions inconsistent with, contrary or in addition to the terms and conditions of this Participating Addendum and the Master Contract, together with its exhibits, shall not be added to or incorporated into this Addendum or the Master Contract and its exhibits, by any subsequent purchase order or otherwise, and any such attempts to add or incorporate such terms and conditions are hereby rejected. The terms and conditions of this Addendum and the Master Contract and its exhibits in that order of precedence shall prevail and govern in the case of any such inconsistent or additional terms.

qq. LIMITATION OF LIABILITY

Notwithstanding anything set forth in this Participating Addendum or the Master Agreement, the aggregate liability of Contractor under this Agreement based upon any theory of liability or cause of action, including without limitation indemnity obligations, shall not exceed the fees collected by Contractor from State of Delaware in the twelve months preceding the imposition of liability. These fees shall be calculated in regard only to the particular work performed and/or related services upon which the liability is based.

IN NO EVENT SHALL CONTRACTOR BE LIABLE FOR SPECIAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, OR INCIDENTAL DAMAGES, LOST PROFITS, OR REVENUE EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, LOST PROFITS, OR REVENUE.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below:

State of Delaware
By: 
Name: Peter Korolyk
Title: Deputy Director, GSS
Date: 12-20-2017

Contractor: InfoReliance LLC
By: Grouge.Theresa.L ORC301000
Name: Theresa Grouge
Title: Vice President, Contracts
Date: 12/19/2017

5372.ID
Original signed by Grouge.Theresa.L on 12/19/2017 12:25:37-0500
DocId:35151415, DocId:35151415, DocId:35151415, DocId:35151415
Corporation, cn=Grouge.Theresa.L, o=InfoReliance LLC, ou=InfoReliance LLC, email=theresa.grouge@info reliance.com, c=US

SUBCONTRACTOR INFORMATION FORM

PART I – STATEMENT BY CONTRACTOR		
1. CONTRACT NO. GSS17793-CLOUD_SOL	2. Proposing Vendor Name:	3. Mailing Address
4. SUBCONTRACTOR		
a. NAME	4c. Company OSD Classification: Certification Number: _____	
b. Mailing Address:	4d. Women Business Enterprise ☐ Yes ☐ No 4e. Minority Business Enterprise ☐ Yes ☐ No 4f. Disadvantaged Business Enterprise ☐ Yes ☐ No 4g. Veteran Owned Business Enterprise ☐ Yes ☐ No 4h. Service Disabled Veteran Owned Business Enterprise ☐ Yes ☐ No	
5. DESCRIPTION OF WORK BY SUBCONTRACTOR		
6a. NAME OF PERSON SIGNING	7. BY (<i>Signature</i>)	8. DATE SIGNED
6b. TITLE OF PERSON SIGNING		
PART II – ACKNOWLEDGEMENT BY SUBCONTRACTOR		
9a. NAME OF PERSON SIGNING	10. BY (<i>Signature</i>)	11. DATE SIGNED
9b. TITLE OF PERSON SIGNING		

* Use a separate form for each subcontractor



DEPARTMENT OF TECHNOLOGY AND INFORMATION

William Penn Building
801 Silver Lake Boulevard
Dover, Delaware 19904-2407

CONFIDENTIALITY (NON-DISCLOSURE) AND INTEGRITY OF DATA AGREEMENT

The Department of Technology and Information is responsible for safeguarding the confidentiality and integrity of data in State computer files regardless of the source of those data or medium on which they are stored; e.g., electronic data, computer output microfilm (COM), tape, or disk. Computer programs developed to process State Agency data will not be modified without the knowledge and written authorization of the Department of Technology and Information. All data generated from the original source data, shall be the property of the State of Delaware. The control of the disclosure of those data shall be retained by the State of Delaware and the Department of Technology and Information.

I/we, as an employee(s) of **InfoReliance LLC** or officer of my firm, when performing work for the Department of Technology and Information, understand that I/we act as an extension of DTI and therefore I/we are responsible for safeguarding the States' data and computer files as indicated above. I/we will not use, disclose, or modify State data or State computer files without the written knowledge and written authorization of DTI. Furthermore, I/we understand that I/we are to take all necessary precautions to prevent unauthorized use, disclosure, or modification of State computer files, and I/we should alert my immediate supervisor of any situation which might result in, or create the appearance of, unauthorized use, disclosure or modification of State data.

Penalty for unauthorized use, unauthorized modification of data files, or disclosure of any confidential information may mean the loss of my position and benefits, and prosecution under applicable State or Federal law.

This statement applies to the undersigned Contractor and to any others working under the Contractor's direction.

I, the Undersigned, hereby affirm that I have read DTI's Policy on Confidentiality (Non-Disclosure) and Integrity of Data and understood the terms of the above Confidentiality (Non-Disclosure) and Integrity of Data Agreement, and that I/we agree to abide by the terms above.

Contractor Signature 010005372.ID
 Title: Vice President, Contracts
 Date: 12/19/2017
 Contractor Name: InfoReliance LLC

Grouge.Theresa.L.ORC3

Digitally signed by Grouge.Theresa.L.ORC3
 DN: c=US, o=U.S. Government, ou=ECA, ou=ORE,
 ou=InfoReliance Corporation,
 cn=Grouge.Theresa.L.ORC3010005372.ID
 Date: 2017.12.19 11:29:29 -05'00'

Cyber Responsibilities, Liability and Insurance

A. Contractor Protection of Customer Data

1. Contractor shall, at a minimum, comply with all Delaware Department of Technology and Information (DTI) security standards identified in this Participating Addendum.

B. Definitions

Data Breach

1. In general the term "data breach" means a compromise of the security, confidentiality, or integrity of, or the loss of, computerized data for the State of Delaware that results in, or there is a reasonable basis to conclude has resulted in :
 1. 1 The unauthorized acquisition of personally identifiable information (PII); or
 1. 2 Access to PII that is for an unauthorized purpose, or in excess of authorization,
2. Exclusion
 - 2.1 The term "data breach" does not include any investigative, protective, or intelligence activity of a law enforcement agency of the United States, a State, or a political subdivision of a State, or of an intelligence agency of the United States.

Personally Identifiable Information (PII)

1. Information or data, alone or in combination that identifies or authenticates a particular individual.
 1. 1 Such information or data may include, without limitation, Name, Date of birth, Full address (e.g. house number, city, state, and/or zip code), Phone Number, Passwords, PINs, Federal or state tax information, Biometric data, Unique identification numbers (e.g. driver's license number, social security number, credit or debit account numbers, medical records numbers), Criminal history, Citizenship status, Medical information, Financial Information, Usernames, Answers to security questions or other personal identifiers.
2. Information or data that meets the definition ascribed to the term "Personal Information" under §6809(4) of the Gramm-Leach-Bliley Act or other applicable law of the State of Delaware.

Customer Data

1. All data including all text, sound, software, or image files provided to Contractor by, or on behalf of, Delaware which is occasioned by or arises out of the operations, obligations, and responsibilities set forth in this Participating Addendum.

Security Incident

1. Any unauthorized access to any Customer Data maintained, stored, or transmitted by Delaware or a third party on behalf of Delaware.

C. Responsibilities of Contractor in the Event of a Data Breach

1. Contractor shall notify State of Delaware, Department of Technology and Information (DTI) and Government Support Services (GSS) without unreasonable delay when Contractor confirms a data breach. Such notification is to include the nature of the breach, the number of records potentially affected, and the specific data potentially affected.
 1. 1 Should the State of Delaware or Contractor determine that a data breach has actually occurred; Contractor will immediately take all reasonable and necessary means to mitigate any injury or damage which may arise out of the data breach and shall implement corrective action as determined appropriate by CONTRACTOR, DTI, and GSS.
 1. 2 Should any corrective action resultant from Section B.1.1. above include restricted, altered, or severed access to electronic data; final approval of the corrective action shall reside with DTI.
 1. 3 In the event of an emergency, Contractor may take reasonable corrective action to address the emergency. In such instances the corrective action will not be considered final until approved by DTI.
 1. 4 For any record confirmed to have been breached whether such breach was discovered by Contractor, the State, or any other entity and notwithstanding the definition of personally identifiable information as set forth at 6 *Del. C.* § 12B-101 Contractor shall:
 - 1.4.1. Notify in a form acceptable to the State, any affected individual as may be required by 6 *Del. C.* § 12B-101 of the Delaware Code.
 - 1.4.2. Provide a preliminary written report detailing the nature, extent, and root cause of any such data breach no later than two (2) business days following notice of such a breach.

- 1.4.3. Meet and confer with representatives of DTI and GSS regarding required remedial action in relation to any such data breach without unreasonable delay.
- 1.4.4. Bear all costs associated with the investigation, response and recovery from the breach, such as 3-year credit monitoring services, mailing costs, website, and toll free telephone call center services if the breach was the result of the negligence of Contractor.

D. Limitation of Liability for Certain Data Breaches

1. Covered Data Loss

- 1.1 The loss of Customer Data that is not (1) Attributable to the instructions, acts or omissions of Delaware or its users or (2) Within the published recovery point objective for the Services

2. Covered Disclosure

- 2.1 The disclosure of Customer Data as a result of a successful Security Incident.
3. Contractor's liability for the Contractor's breach of its obligations under this contract which proximately causes a (1) Covered Data Loss or (2) Covered Disclosure, where such Covered Data Loss or Covered Disclosure results in any unauthorized public dissemination of PII shall be subject to the limitation of liability set forth in section qq. of this Participating Addendum.

E. Cyber Liability Insurance

1. Contractor unable to meet the DTI Cloud and Offsite Hosting Policy requirement of encrypting PII at rest shall, **prior to execution of a contract**, present a valid certificate of cyber liability insurance at the levels indicated below. Further, Contractor shall ensure the insurance remains valid for the entire term of the Participating Addendum, inclusive of any term extension(s).
2. Levels of cyber liability insurance required are based on the number of PII records anticipated to be housed within the solution at any given point in the term of the contract. **The level applicable to this Participating Addendum must be determined by the Agency and DTI prior to the issuance of a purchase order.** Should the actual number of PII records exceed the anticipated number, it is Contractor's responsibility to ensure that sufficient coverage is obtained (see table below). In the event that Contractor fails to obtain sufficient coverage, Contractor shall be liable to cover damages up to the required coverage amount, subject to the limitation of liability set forth in section pp. of this Participating Addendum.

Level	Number of PII records	Level of cyber liability insurance required (occurrence = data breach)

1	1-10,000	\$2,000,000 per occurrence
2	10,001 – 50,000	\$3,000,000 per occurrence
3	50,001 – 100,000	\$4,000,000 per occurrence
4	100,001 – 10,000,000	\$15,000,000 per occurrence

F. Compliance

1. Contractor is required to comply with applicable security-related Federal, State, and Local laws.

G. Media Notice

1. No media notice may be issued without the approval of the State.

H. Points of Contact – Data Breach

1. State of Delaware

Department of Technology and Information
Elayne Starkey, Chief Security Officer
elayne.starkey@state.de.us; 302.739.9631

My Marketplace Document Submission

Agency Contact: Pamela Barr
 Phone Number: 302-857-4570
 Email Address: pamela.barr@state.de.us

Vendor Information

A separate form must be completed for AGREEMENT vendor and authorized resellers/dealers for AGREEMENT vendor. YELLOW fields are MANDATORY, GREEN are if applicable.

Contract Title: GSS17793-CLOUD_SOL
 Contract Number: CLOUD SOLUTIONS

Vendor/Company Name: InfoReliance LLC
 DBA (if applicable):
 Address 1: 4050 Legato Rd.
 Address 2: Suite 700
 City: Fairfax State: VA Zip Code: 22033

Website: www.inforeliance.com

* The identified information will be provided by State of Delaware agency.

* FSF Vendor Identification Number:

* Vendor Contract Number: AR2484
 (for Cooperative Type contracts)

* M/WBE Certified: ☐ Yes ☐ No * Vets/SDV Certified: ☐ Yes ☐ No
 * Delaware Vendor: ☐ Yes ☐ No

PRIMARY CONTACT

Contact Name: Theresa Grouge
 Phone Number: 703-246-9360 Ext. 1162
 Secondary Phone: (xxx-xxx-xxxx, Ext. xxxx)
 Fax Number: (xxx-xxx-xxxx)
 Cell Number: (xxx-xxx-xxxx)
 Email Address: Theresa.grouge@inforeliance.com

SECONDARY CONTACT

Contact Name: