

**Department of Management
Contracts Declaration & Execution (“CD&E”)**

Title of Contract (“Agreement” or “Contract”): _____		Agreement Number: _____	
Request for Proposal No.: xxxxxxxx (the “RFP”)			
Underlying Agreement: xxxxxxxx			
1. Contracting Agency Information			
State of Iowa, by and through the Iowa Department of Management (“DOM” or “Agency”)			
Main Business Address: 1007 E. Grand Ave G13 Des Moines, Iowa 50309	Billing Address/Contact: Department of Management Attn: Business Services 200 E. Grand Avenue Des Moines, IA 50309	Address for formal notices (“Notice Address”): Department of Management Attn: General Counsel Brad Horn 1007 E Grand Ave G13 Des Moines, IA 50319 email: brad.horn@iowa.gov	
2. Vendor Information			
Business Name of Vendor (“Vendor”) [Business name of Vendor]		Organized/incorporated under the laws of: [state name]	
Main Business Address: xxxxxx	Billing Address/Contact: xxxxxx	Address for formal notices (“Notice Address”): xxxx email: xxx	
Vendor SAM Unique Entity Identifier:		Iowa Sec. of State Business Number:	
Vendor Security Framework (see Exhibit B):			
3. Term of Contract			
Contract Begin Date: (the “Effective Date”): [the date of last signature below]	Base Contract Term End Date: [6/30/2029]	Possible Yearly Renewals after Base Term: 5	Terminal Date of Contract (inclusive of all possible renewals): 6/30/2034
4. Purpose. This Agreement establishes the terms and conditions pursuant to which a Purchasing Entity may procure services, as contemplated by and in accordance with the Cybersecurity Vendor Services ITQ and as set forth in the Proposal.			

5. Documents Incorporated/Order of Precedence. This Agreement and all attachments and external documents identified below are incorporated by this reference and together comprise the terms and conditions governing the relationship between the Parties, to be interpreted in the following order of precedence:

- A. Ancillary agreements unique to a governmental entity making purchases hereunder that specifically address state, local, or federal regulatory or compliance concerns and which may be incorporated via a Purchasing Instrument;
- B. The following incorporated terms, to the extent expressly designated as applicable in a Purchasing Instrument:
 - i. The IT Business Associate Agreement (“BAA”), which may be updated from time to time to conform with applicable federal laws, a current version of which is available at: <https://ocio.iowa.gov/document/20220224-baa-it>;
 - ii. The IT Qualified Service Organization (“QSO”), which may be updated from time to time to conform with applicable laws, a current version of which is available at: <https://ocio.iowa.gov/document/20220224-it-qso>;
 - iii. The IRS Publication 1075 (“Pub 1075”) Exhibit 7, which may be updated from time to time to conform with applicable laws, a current version of which is available at: <https://ocio.iowa.gov/document/irs-pub1075-ex7>;
 - iv. The Federal Certifications, which may be updated from time to time to confirm with applicable federal law, a current version of which is available at: https://ocio.iowa.gov/sites/default/files/federal_certifications_20230816.pdf.
 - v. Iowa Code chapter 8F.
- C. Attachment A General Terms and Conditions;
- D. The Underlying Agreement;
- E. The RFP;
- F. The Proposal;
- G. The terms of any Purchasing Instruments executed hereunder.

6. Use by Other Governmental Entities. This Agreement may be used by other governmental entities, including but not limited to other state governments and political subdivisions thereof. See the definition of Purchasing Entity below.

7. Signatures

IN WITNESS WHEREOF, in consideration of the mutual covenants set forth above and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby

acknowledged, the Parties have caused their respective duly authorized representatives to execute this Agreement, which is effective as of the Effective Date.

State of Iowa, by and through the Department of Management:		Vendor:	
By:	_____	By:	_____
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____

To the extent a Purchasing Instrument is subject to Iowa Code chapter 8F, as a condition of entering into this Contract with the Purchasing Entity, the Vendor certifies that: 1) it has the information required by Iowa Code Chapter 8F and the section titled “Certification Regarding Iowa Code Chapter 8F” available for inspection by the Purchasing Entity and the Iowa Legislative Services Agency; and 2) the Vendor is in full compliance with all laws, rules, regulations, and contractual agreements applicable to the Vendor and the requirements of Iowa Code Chapter 8F.

Per Iowa Code § 8F.3(2), certification shall be signed by: 1) An officer and director; OR 2) Two directors; OR 3) The sole proprietor of the Vendor, whichever is applicable.

Vendor:	Vendor:
Signature of Authorized Representative:	Signature of Authorized Representative:
Printed Name:	Printed Name:
Title:	Title:
Date:	Date:

Attachment A

General Terms and Conditions

The parties may be referred to herein individually as a “**Party**” or collectively as the “**Parties**.” The Parties agree to the following:

1. Overview.

- 1.1. Term. The initial term of this Agreement is as stated on the CD&E, unless terminated earlier in accordance with the terms of this Agreement. After expiration of the initial term, DOM may, in its sole discretion, unilaterally renew this Agreement for the number of renewals stated on the CD&E. The initial term and any renewals shall be referred to as the “**Term**.”
- 1.2. Relationship between this Agreement and Individual Purchasing Instruments. Each Purchasing Instrument executed hereunder shall be deemed, upon its execution, to incorporate the terms and conditions of this Agreement and shall constitute a separate, distinct, and independent Agreement between Vendor and the applicable Purchasing Entity. To the extent a Purchasing Entity other than DOM makes a purchase hereunder pursuant to a Purchasing Instrument executed by it, such Purchasing Entity shall be solely responsible for any payments due and duties and obligations otherwise owed Vendor under the separate Purchasing Instrument. In addition, notwithstanding any other provision of this Agreement to the contrary, DOM bears no obligation or liability for any other Purchasing Entity’s losses, liabilities, or obligations, including Vendor’s failure to perform, arising out of or relating in any way to this Agreement. Likewise, the State of Iowa generally bears no obligation or liability for any political subdivision or other non-State Entity’s losses, liabilities, or obligations, including Vendor’s failure to perform, arising out of or relating in any way to this Agreement.
- 1.3. Incorporation of the Underlying Agreement. Governmental entities making purchases hereunder shall be afforded all of the rights, privileges, warranties, and indemnifications afforded the Underlying Agreement, and such rights, privileges, warranties, and indemnifications shall accrue and apply with equal effect to governmental entities making purchases hereunder. Except as otherwise provided herein or in a Purchasing Instrument, Vendor shall perform all duties, responsibilities and obligations required under the Underlying Agreement in the time and manner specified thereunder. In the event of any conflict or inconsistency between the terms and conditions of this Agreement and the Underlying Agreement, such conflict or inconsistency shall be resolved as stated on the CD&E.

2. Definitions. In addition to any other terms that may be defined elsewhere in this Agreement, the following terms shall have the following meanings:

- 2.1. “**Acceptance**” means the Purchasing Entity has determined a portion of the Deliverables satisfies its Acceptance Tests. “**Final Acceptance**” means the Purchasing Entity has determined all Deliverables satisfy the Purchasing Entity’s

Acceptance Tests. “**Non-acceptance**” means the Purchasing Entity has determined that a portion of or all of the Deliverables have not satisfied the Purchasing Entity’s Acceptance Tests.

- 2.2. “**Acceptance Criteria**” means the Specifications, goals, performance measures or standards, testing results, requirements, technical standards, representations, or other criteria designated by the Purchasing Entity and against which Acceptance Tests are conducted, including any of the foregoing stated or expressed in this Agreement, a Purchasing Instrument, the RFP, the Proposal, any Documentation, and any applicable state, federal, foreign, and local laws, rules, and regulations.
- 2.3. “**Acceptance Tests**” or “**Acceptance Testing**” means the tests, reviews, and other activities that are performed by or on behalf of the Purchasing Entity to determine whether any or all Deliverables meet Acceptance Criteria or otherwise satisfy the Purchasing Entity, as determined by the Purchasing Entity in its sole discretion.
- 2.4. “**Authorized Contractors**” means independent contractors, consultants, or other Third Parties (including other Governmental Entities) who are retained, hired, or utilized by the Purchasing Entity or any users to use, maintain, support, modify, enhance, host, or otherwise assist the Purchasing Entity with any Deliverables, provided hereunder.
- 2.5. “**Confidential Information**” means, subject to any applicable federal, state, or local laws and regulations, including Iowa Code Chapter 22, any confidential or proprietary information or trade secrets disclosed by either Party (“**Disclosing Party**”) to the other Party (“**Receiving Party**”) that, at the time of disclosure, is designated as confidential (or like designation), is disclosed in circumstances of confidence, or would be understood by the Parties, exercising reasonable business judgment, to be confidential. Confidential Information does not include any information that: (i) was rightfully in the possession of the Receiving Party from a source other than the Disclosing Party prior to the time of disclosure of the information by the Disclosing Party to the Receiving Party; (ii) was known to the Receiving Party prior to the disclosure of the information by the Disclosing Party; (iii) was disclosed to the Receiving Party without restriction by an independent third party having a legal right to disclose the information; (iv) is in the public domain or shall have become publicly available other than as a result of disclosure by the Receiving Party in violation of this Agreement or in breach of any other agreement with the Disclosing Party; (v) is independently developed by the Receiving Party without any reliance on Confidential Information disclosed by the Disclosing Party; (vi) is disclosed or is required or authorized to be disclosed pursuant to law, rule, regulation, subpoena, summons, or the order of a court, lawful custodian, governmental agency, or regulatory authority, or by applicable regulatory or professional standards and in compliance with section 10.1.3 of this Agreement; or (vii) is disclosed by the Receiving Party with the written consent of the Disclosing Party.

- 2.6. **“Customer Data”** means all information, data (including de-identified and aggregated data), materials, or documents (including Confidential Information and Personal Data) originating with, disclosed by, provided by, made accessible by, or otherwise obtained by or from the Purchasing Entity, the State of Iowa, or users, directly or indirectly, including from any Authorized Contractors of any of the foregoing, related to this Agreement in any way whatsoever, regardless of form, including all information, data, materials, or documents accessed, used, or developed by Vendor in connection with any Customer-Owned Deliverables provided hereunder and all originals and copies of any of the foregoing.
- 2.7. **“Customer Property”** means any property, whether tangible or intangible, of or belonging to the Purchasing Entity, including Customer Data and Customer-Owned Deliverables, software, hardware, programs, or other property possessed, owned, or otherwise controlled, maintained, or licensed by the Purchasing Entity, including third party Software or third party Intellectual Property.
- 2.8. **“Customer-Owned Deliverables”** means any Deliverables discovered, created, or developed by Vendor at the direction of the Purchasing Entity or for a specific project under this Agreement, including all intellectual property rights and proprietary rights arising out of, embodied in, or related to such Deliverables, including copyrights, patents, trademarks, trade secrets, trade dress, mask work, utility design, derivative works, and all other rights and interests therein or related thereto, including any underlying Source Code and related Documentation.
- 2.9. **“Deficiency”** means a defect, flaw, error, bug, failure, omission, interruption of service, or other problem of any nature whatsoever related to a Deliverable(s) including any failure of a Deliverable(s) to conform to or meet an applicable Specification. Deficiency also includes the lack of something essential or necessary for completeness or proper functioning of a Deliverable(s).
- 2.10. **“Deliverables”** means all of the services, goods, software, work, work product, items, materials, and property to be created, developed, produced, delivered, performed, or provided by or on behalf of, or otherwise made available through, Vendor, directly or indirectly, in connection with this Agreement.
- 2.11. **“Documentation”** means any and all technical information, commentary, explanations, design documents, system architecture documents, database layouts, code, test materials, training materials, guides, manuals, worksheets, notes, work papers, and all other information, documentation, and materials discovered, created, or developed by Vendor hereunder or otherwise related to or used in conjunction with any Deliverables in any medium, including hard copy, electronic, digital, and magnetically, or optically encoded media.
- 2.12. **“DOM”** means the State of Iowa Department of Management and, unless the context clearly indicates otherwise, any independent contractors, consultants, or

other Third Parties (including other governmental entities) who are retained, hired, or utilized by DOM in furtherance of this Agreement.

- 2.13. **“Enhancements”** shall mean any and all updates, upgrades, bug fixes, patches, additions, modifications, or other enhancements made to or with respect to the Deliverables (including any new releases or versions related thereto) or other Deliverables provided or made available by Vendor, directly or indirectly, hereunder, and all changes to any Documentation made by Vendor, directly or indirectly, as a result of such Enhancements.
- 2.14. **“Error”** means any defect, flaw, error, bug, or problem of any kind, or any failure of the Deliverable(s) to conform to an applicable Specification, or any failure or problem with a Deliverable that impairs or adversely affects the performance, availability, or functionality thereof.
- 2.15. **“Escrow Agent”** has the meaning set forth in Section 3.1.3.4.1.
- 2.16. **“Governmental Entity”** means any governmental entity, governmental subdivision, or agency, as defined in Iowa Code Section 8A.101, or any successor provision to that section, as well as any entity authorized by law to purchase through the Agreement.
- 2.17. **“Purchasing Entity”** means the Governmental Entity that signs a Purchasing Instrument and, unless the context clearly indicates otherwise, any independent contractors, consultants, or other Third Parties (including other Governmental Entities) who are retained, hired, or utilized by the Purchasing Entity in furtherance of the Purchasing Instrument or this Agreement.
- 2.18. **“Personal Data”** means any information relating to an identified or identifiable person, including, but not limited to, Social Security or other government-issued identification numbers, account security information, financial account information, credit/debit/gift or other payment card information, account passwords, intellectual property, document identification number, and sensitive or personal data (or equivalent terminology) as defined under any law, statute, directive, regulation, policy, standard, interpretation, order (including any and all legislative or regulatory amendments or successors thereto) regarding privacy, data protection, information security obligations, or the processing of Personal Data. For the avoidance of doubt, Personal Data shall include:
 - 2.18.1. **“Federal Tax Information”** or **“FTI,”** as defined by Internal Revenue Service (**“IRS”**) Publication 1075 (**“Pub 1075”**), *available at <https://www.irs.gov/pub/irs-pdf/p1075.pdf>*, and corresponding Internal Revenue Code rules and regulations;
 - 2.18.2. Any data or information covered under or protected by Iowa Code chapter 715C; and
 - 2.18.3. Any data or information covered under or protected by Iowa Code sections 422.20 and 422.72.

For purposes of this definition and this Agreement, “**Process**” or “**Processing**” or “**Processed**” shall mean any operation or set of operations performed upon the Personal Data, whether or not by automatic means, including collection, recording, organization, use, transfer, disclosure, storage, manipulation, combination, and deletion of Personal Data.

- 2.19. “**Proposal**” means Vendor’s response to the RFP.
- 2.20. “**Purchasing Instrument**” means an individual transactional document executed hereunder for the purchase of services or Deliverable(s) pursuant to this Agreement, including a “**Purchase Order**” or “**Statement of Work**” executed hereunder (*see* the Sample Purchasing Instrument/Statement of Work attached hereto for a sample Statement of Work), regardless of form, and which identifies the specific services or Deliverable(s) to be purchased and any Acceptance Criteria or Specifications related thereto.
- 2.21. “**Security Breach**” means the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, or any similar occurrence where: a person other than an authorized user accesses or potentially accesses personally identifiable information; or an authorized user accesses Customer Data for a reason other than an authorized purpose.
- 2.22. “**Security Incident**” means an occurrence that actually or potentially jeopardizes the confidentiality, integrity, or availability of (1) Customer Data, and/or (2) an information system or the information the system Processes, stores, or transmits or that constitutes a violation or imminent threat of violation of security policies, security procedures, or acceptable use policies.
- 2.23. “**Source Code**” means the human-readable source code, source program, scripts, or programming language, including, but not limited to, HTML, XML, XHTML, Visual Basic, and JAVA, for or related to any software. Source Code includes all source code listings, instructions (including compile instructions), programmer’s notes, commentary, and all related technical information and Documentation, including all such information and Documentation that is necessary or useful for purposes of maintaining, repairing, or making modifications or Enhancements to the Deliverable
- 2.24. “**Source Material**” means the Source Code of applicable Deliverables and all related compiler command files, build scripts, scripts relating to the operation and maintenance of such application, application programming interface (API), graphical user interface (GUI), object libraries, all relevant instructions on building the object code of such application, and all Documentation relating to the foregoing, such that collectively the foregoing will be sufficient to enable a person possessing reasonable skill and expertise in computer software and information technology to build, load, and operate the machine-executable object code of such application, to maintain and support such application and to effectively use all functions and features of such software.

- 2.25. **“Specifications”** means any and all specifications, requirements, technical standards, performance standards, representations, warranties, criteria, and other specifications related to any Deliverables, described or stated in this Agreement (including any exhibit or Documentation attached to, or provided in connection with, this Agreement), any Purchasing Instrument(s), the RFP, the Proposal, and, solely to the extent not inconsistent with the foregoing, the Documentation.
- 2.26. **“Third Party Intellectual Property”** shall mean intellectual property, including third party Software, licensed, made, conceived, or developed by a third party and provided or used by or on behalf of the Purchasing Entity or Vendor.
- 2.27. **“Vendor”** or **“Vendor Personnel”** means employees, agents, independent contractors, or any other staff or personnel acting on behalf of or at the direction of Vendor, including any Vendor contractor performing or providing services or Deliverables under this Agreement.

3. Services and Deliverables.

3.1. Performance.

3.1.1. *Generally.* Vendor will perform all work and provide all Deliverables in accordance with this Agreement as well as any associated Purchasing Instrument.

3.1.2. *Purchasing Instruments.*

3.1.2.1. *Generally.* The Parties may execute individual Purchasing Instrument(s) identifying specific Deliverables to be provided hereunder. Once a Purchasing Instrument has been executed, Vendor will carry out and complete the duties and responsibilities set forth in the applicable Purchasing Instrument in accordance with the terms of this Agreement as well as any additional or substitute terms provided in the specific Purchasing Instrument.

3.1.2.2. *Effect of Purchasing Instruments.* An entity purchasing off of this Agreement may agree to additional terms and conditions in a Purchasing Instruments that are in conflict with or inconsistent with the terms and conditions of this Agreement. Such Purchasing Instrument terms apply only to the scope of work identified in the Purchasing Instrument and do not alter the agreed terms in this Agreement. Notwithstanding the foregoing, the following terms of this Agreement shall always control regardless of any contrary terms that may be in a Purchasing Instrument:

3.1.2.2.1. Information contained on the CD&E;

- 3.1.2.2.2. The definition of Confidential Information;
 - 3.1.2.2.3. Set-off obligations under Section 4.8;
 - 3.1.2.2.4. Compliance with the Law under Section 7.7;
 - 3.1.2.2.5. No Conflicts obligations under Section 7.8;
 - 3.1.2.2.6. Termination provisions in Section 9;
 - 3.1.2.2.7. Confidentiality obligations under Section 10;
 - 3.1.2.2.8. The General Provisions set forth in Section 13;
and
 - 3.1.2.2.9. The payment terms and covered services
identified in the Special Terms and Conditions.
 - 3.1.2.2.10. The terms of this Agreement may only be
altered through formal amendment of this
master agreement.
- 3.1.2.3. *Amendments to Purchasing Instruments.* A Purchasing Instrument may be amended at any time during the Term upon the mutual written consent of the Parties.

3.1.3. *Delivery.*

- 3.1.3.1. *Risk of Loss.* To the extent any Deliverable(s), including any hardware or equipment, are mailed or shipped, Vendor or Vendor Contractors shall bear all freight, shipping, handling, and insurance costs for the delivery and shall bear all risk of loss that may occur prior to the Purchasing Entity's Acceptance.
- 3.1.3.2. *Documentation.* Vendor will, at no charge to the Purchasing Entity, provide to the Purchasing Entity all Documentation related to the Deliverable(s) unless otherwise agreed to by the Purchasing Entity in writing.
- 3.1.3.3. *Source Code.* If the Purchasing Entity is paying for the development of Source Code pursuant to a Purchasing Instrument, Vendor will deliver to the Purchasing Entity all such Source Code, as well as any other Source Code associated with Deliverables as agreed to by the Parties in a Purchasing Instrument. Vendor relinquishes all rights to Source Code developed for the Purchasing Entity pursuant to a Purchasing Instrument and grants to the Purchasing Entity all such intellectual property rights to such Source Code. This

provision does not apply to Source Code developed independently by Vendor or a third party.

3.1.3.4. *Source Code Escrow.*

3.1.3.4.1. *Escrow Agent.* If the Purchasing Entity designates a Deliverable as vital for its operations (i.e., “Critical Infrastructure”) within a Purchasing Instrument, the following obligations attach:

3.1.3.4.1.1. Vendor and the Purchasing Entity will mutually agree to a Source Code Escrow Agreement before executing the Purchasing Instrument.

3.1.3.4.1.2. Vendor will provide all Source Material to the Escrow Agent for safekeeping.

3.1.3.4.1.3. Vendor will ensure that any new releases, updates, versions, Enhancements, corrections, patches, or improvements related to the Source Materials are promptly deposited with the escrow agent.

3.1.3.4.1.4. Vendor will Continue to keep the escrow current throughout the duration of the Purchasing Instrument or as mutually agreed to in a Purchasing Instrument.

3.1.3.4.2. *Release Conditions.* In addition to the rights and obligations contained in the Escrow Agreement, the Source Material will be held in the Escrow and the events upon which the Purchasing Entity shall have access to the Source Material shall include (collectively the “**Release Conditions**”): (1) the insolvency of Vendor; (2) the making of a general assignment by Vendor for the benefit of its creditors or a filing of a voluntary or involuntary petition in bankruptcy by or against Vendor that is not dismissed within thirty (30) days of the filing thereof; (3) in the event Vendor ceases to provide, maintain, and/or support the Application Services for any reason other than the Purchasing Entity’s failure to pay for, or election not to receive, the Application

Services or corresponding Support Services, whichever is applicable, and no other qualified entity has assumed the obligation to provide, maintain, and/or support the Application Services; (4) Vendor violates or commits a material breach of any term or condition of this Agreement and fails to cure said breach within the applicable cure period; (5) Vendor assigns, transfers, delegates, or subcontracts any of its obligations or duties under this Agreement without the prior written consent of the Purchasing Entity; (6) Vendor violates or commits a breach of any term or condition of the Escrow Agreement, which breach has not been cured by Vendor within any applicable time period stated therein for curing such breach. Notwithstanding any other provision of this Agreement to the contrary, if a Release Condition occurs, the Purchasing Entity may hire Vendor staff to assist the Purchasing Entity with using and understanding the Source Material.

3.1.3.4.3. *Use of Source Material.* Upon the occurrence of a Release Condition (or any other release conditions that may be specified under the Escrow Agreement), the Purchasing Entity will, upon payment of the duplication cost and other handling charges of the Escrow Agent, be entitled to obtain a copy of the Source Material from the Escrow Agent. The Purchasing Entity shall be entitled to use the Source Material as needed to remedy the event of release and mitigate any damages arising from such event. Such use will include, but is not limited to, the Purchasing Entity's right to host, perform its own support and maintenance for, and/or alter or modify the Source Material using its own equipment and employees and/or that of those of third party contractors, including Authorized Contractors. Nothing herein shall relieve Vendor of its obligation to provide services, including Support Services, as required under this Agreement.

3.1.3.4.4. *Proprietary Rights.* The Source Material referred to herein is subject to the

confidentiality and proprietary provisions of Section 10. Notwithstanding the foregoing, following the occurrence of a Release Condition and subsequent release of the Source Material to the Purchasing Entity, Source Material may be provided to any Authorized Contractor to service, maintain, repair, operate, or otherwise facilitate and continue the use and operation of the Application Services as provided herein. The Purchasing Entity shall require such Authorized Contractors to execute an agreement protecting the confidentiality of the Source Material consistent with the terms of this Agreement. Should use of the Source Material as provided in this section involve the use or practice of any patent, copyright, trade secret, trademark or other proprietary information in which Vendor has an interest, Vendor, its assignee, or successors, agree not to assert a claim for patent, copyright, trade secret, trademark or other proprietary information infringement against the Purchasing Entity provided the use of Application Services and Source Material is in accordance with this Agreement.

3.1.3.4.5. *The Purchasing Entity's Right to Verify Source Material.* The Purchasing Entity may at any time either directly or through contractors verify the Source Material by, among other things, compiling the Source Material and performing test runs for comparison with the capabilities of the Application Services. In the event such testing demonstrates the Source Material does not correspond to the Application Services, Vendor shall reimburse Purchasing Entity for all costs and fees incurred in the testing and immediately deposit the correct Source Material with the Escrow Agent.

3.1.3.4.6. *Version Verification.* Vendor shall ensure that the Escrow Agreement makes logs available to the Purchasing Entity detailing the version of Source Materials held in escrow and the date such Source Materials were received from the Vendor.

3.1.3.4.7. *Agreement Supplementary.* The Escrow Agreement shall be “supplementary” to this Agreement within the meaning of Section 365(n) of the U.S. Bankruptcy Code (11 U.S.C. 365(n)). If this Agreement and/or the Escrow Agreement are/is rejected by Vendor as a debtor in possession or a trustee or by any other person or entity under the U.S. Bankruptcy Code, then Purchasing Entity may elect to retain its rights as provided in Section 365(n). The Parties intend that no bankruptcy or bankruptcy proceeding, petition, law, or regulation, and no other proceeding, petition, law, or regulation of a similar nature in any state or foreign jurisdiction, will impede, delay, or prevent the release of Source Materials to the Purchasing Entity in accordance with the provisions of this Agreement and the Escrow Agreement, and Vendor hereby conveys and licenses to Purchasing Entity such rights, including intellectual property rights, as are necessary to allow the Purchasing Entity to lawfully exercise its rights hereunder. This license is granted as of the date of this Agreement and shall predate any bankruptcy petition subsequent to such date.

3.1.4. *Value-added Services.* The Purchasing Entity may procure value-added Services through Vendor. Vendor represents and warrants the following with respect to all value-added Services:

3.1.4.1. *Equipment or hardware.* Any equipment or hardware provided hereunder will be new and unused. Title to such equipment or hardware will be free and clear of all liens, security interests, charges and encumbrances or other restrictions. The Purchasing Entity’s use and possession of such equipment or hardware will not be interrupted or otherwise disturbed by any person or entity asserting a claim under or through Vendor, and such equipment or hardware will be free of any rightful claim of any third party based on patent or copyright infringement, trade secret misappropriation, unfair trade practice, or otherwise.

3.1.4.2. *Software.* Vendor shall ensure that all third party Software provided hereunder, including third party Software comprising or embedded in the Deliverables is licensed to the Purchasing Entity pursuant to a license agreement, the terms and conditions of which are acceptable to the Purchasing Entity.

3.1.4.3. *Third Parties.* Vendor shall take all action necessary to ensure the Purchasing Entity is able and entitled to receive and enjoy all warranties, indemnities, or other benefits associated with value-added Services provided hereunder. At the Purchasing Entity's request, Vendor shall assign to the Purchasing Entity all of licensor's and manufacturer's warranties, indemnities, or other associated benefits pertaining to such value-added Services under any related license agreement or other agreement between Vendor and the applicable third party.

4. Compensation and Additional Rights and Remedies.

- 4.1. Pricing/Compensation. The fees for the services and/or Deliverables provided by Vendor shall be in accordance with the obligations of this Agreement and the applicable Purchasing Instrument.
- 4.2. No Additional Fees. Other than as permitted by Section 4.1 (Pricing/Compensation) or a Purchasing Instrument, the Purchasing Entity shall not be obligated to pay any other amounts to Vendor, specifically including travel, lodging, and related expenses. In no event shall the Purchasing Entity be responsible for payment of Vendor's performance costs incurred in connection with this Agreement, including but not limited to equipment, supplies, personnel, salaries, benefits, insurance, training, conferences, telephone, utilities, start-up costs, and all other operational and administrative costs and expenses.
- 4.3. Satisfactory Performance. Vendor is not entitled to payment for any services or Deliverable(s), in whole or in part, provided under this Agreement or any Purchasing Instrument(s) if the Purchasing Entity reasonably determines that such services or Deliverable(s) have not been satisfactorily or completely delivered or performed.
- 4.4. Payment does not Imply Acceptance. Payment, including final payment, shall not be construed as acceptance of any services or Deliverables with Deficiencies, Errors, or incomplete work, and Vendor shall remain responsible for compliance with its contractual obligations. Vendor's acceptance of the last payment from the Purchasing Entity shall operate as a release of any and all claims related to this Agreement concerning the Purchasing Entity's obligations under this Agreement.
- 4.5. Invoices. Upon receipt of written notice of Acceptance from the Purchasing Entity Vendor shall submit an invoice to the Purchasing Entity requesting payment of the fees or other compensation to which it is entitled pursuant to the applicable Purchasing Instrument, less any agreed upon Retained Amount(s) or other applicable offsets. The Purchasing Entity will verify Vendor's performance/provisioning of services or Deliverable(s) outlined in the invoice before making payment. The Purchasing Entity shall pay all approved invoices in arrears and, to the extent applicable, in conformance with Iowa Code section 8A.514 and corresponding implementing rules, regulations, and policies. The

Purchasing Entity may pay in less than 60 days, but an election to pay in less than 60 days shall not, to the extent applicable, act as an implied waiver of Iowa Code section 8A.514. Notwithstanding anything herein to the contrary, the Purchasing Entity shall have the right to dispute any invoice submitted for payment and withhold payment of any disputed amount if the Purchasing Entity believes the invoice is inaccurate or incorrect in any way.

- 4.6. Retention. To secure Vendor's performance under this Agreement, a Purchasing Entity may retain a mutually agreed upon percentage of the fees or other compensation associated with each Deliverable provided under a Purchasing Instrument ("**Retained Amounts**") until all Deliverables under such Purchasing Instrument have been provided and the Purchasing Entity has given its Final Acceptance. Retained Amounts shall be payable upon the Purchasing Entity's delivery of written notice of Final Acceptance, subject to the terms and conditions hereof.
- 4.7. Erroneous Payments and Credits. Vendor shall promptly pay or refund to the Purchasing Entity the full amount of any overpayment or erroneous payment within 10 business days after either discovery by Vendor or notification by the Purchasing Entity of the overpayment or erroneous payment. In the event Vendor fails to timely pay or refund any amounts due the Purchasing Entity under this section, the Purchasing Entity may charge interest of one percent per month compounded on the outstanding balance each month after the date payment or refund is due, or the maximum amount otherwise allowed by law, whichever is greater.
- 4.8. Set-off Against Sums Owed by Vendor. The State may offset payments owed Vendor under this Agreement by sums the Vendor owes the State or any of its subdivisions in any context. The Vendor agrees that this provision constitutes proper and timely notice under any applicable laws governing offset.
- 4.9. Withholding Payments. In addition to pursuing any other remedy provided herein or by law, the Purchasing Entity may withhold compensation or payments to Vendor, in whole or in part, without penalty or legal liability to the Purchasing Entity or work stoppage by Vendor, in the event Vendor fails to perform pursuant to this Agreement, or fails to provide Deliverables that meet or conform to contractual obligations. No interest shall accrue or be paid to Vendor for withheld sums.
- 4.10. Correction/Cure.
 - 4.10.1. Upon notice of Deficiency or Error in any Deliverable(s), Vendor shall promptly correct the Deficiency or Error and repair the affected Deliverable(s); and provide the Purchasing Entity with all relevant Documentation.
 - 4.10.2. The Purchasing Entity may correct any Deficiencies or Errors with respect to any Deliverable(s) or cure any Vendor breach under this Agreement without prejudice to any other remedy it may have if Vendor fails to correct such Deficiencies or Errors as required in this Agreement or if

Vendor otherwise fails to perform pursuant to the Agreement. The Purchasing Entity may procure the Deliverable(s) reasonably necessary to correct any Deficiencies or Errors or cure any Vendor default, in which event Vendor shall reimburse the Purchasing Entity for the actual costs incurred in curing the issue. In addition, Vendor shall cooperate with the Purchasing Entity or any Third Parties retained by the Purchasing Entity to cure such default, including by allowing access to any pertinent materials, work product, or intellectual property of Vendor's.

- 4.11. Repayment Obligation. In the event that any State of Iowa funds or federal funds are deferred or disallowed as a result of any audits or expended in violation of the laws applicable to the expenditure of such funds, Vendor will be liable to the Purchasing Entity for the full amount of any claim disallowed (or the amount of funds expended in violation of such applicable laws) and for all related penalties incurred. If the State of Iowa or any federal agency concludes Vendor has been paid for any cost that is unallowable, unallocable, or unreasonable under this Agreement, Vendor will be liable to the Purchasing Entity for such cost. Vendor shall pay to the Purchasing Entity all amounts for which the Vendor is liable under this section within 10 business days of receiving the Purchasing Entity's written demand or written notice. The Purchasing Entity may withhold any payment under this Agreement if Vendor fails to timely make any payment required by this section.
- 4.12. Survives Termination. Vendor's duties, obligations, and liabilities as set forth in this Section 4 (Compensation and Additional Rights and Remedies) shall survive termination of this Agreement.

5. Acceptance Tests and Project Management.

- 5.1. All Deliverables must undergo the Purchasing Entity's Acceptance Testing as described in this section. If alternative Acceptance Testing processes are described in a Purchasing Instrument(s), the process set forth in the Purchasing Instrument will prevail. After the Vendor completes work on a Deliverable, it must inform the Purchasing Entity that the Deliverable is ready for testing. If the Purchasing Entity requests assistance during testing, the Vendor will assist without levying additional fees or other amounts. The Purchasing Entity will then test the Deliverable(s) to verify that each Deliverable conforms to its Acceptance Criteria, it will then inform the Vendor if each Deliverable meets the Acceptance Criteria (Acceptance) or does not (Non-acceptance). If the Deliverable does not conform to the Acceptance Criteria and Acceptance is not given, the Vendor has 10 days to correct the issues and submit the work again for retesting. If the Purchasing Entity again does not provide Acceptance, the Purchasing Entity may pursue any of the following remedies:
- 5.1.1. Require Vendor to correct and repair such Deliverable(s) within such period of time as the Purchasing Entity may specify in a written notice to Vendor;

- 5.1.2. Refuse to accept such Deliverable(s) without penalty or legal liability and without any obligation to pay any fees or other amounts associated with such Deliverable(s), or receive a refund of any fees or amounts already paid with respect to such Deliverable(s);
- 5.1.3. Accept such Deliverable(s) on the condition that any fees or other amounts payable with respect thereto shall be reduced or discounted to reflect, to the Purchasing Entity's satisfaction, the Deficiencies or Errors present therein and any reduced value or functionality of such Deliverable(s), or the costs likely to be incurred by the Purchasing Entity to correct such Deficiencies or Errors; or
- 5.1.4. Terminate the applicable Purchasing Instrument or seek any and all available remedies, including damages. Such termination may be without providing prior notice or an opportunity to cure.

The Purchasing Entity's right to exercise the foregoing rights and remedies, including termination of the applicable Purchasing Instrument, shall remain in effect through notice of Final Acceptance of all Deliverables. Vendor's receipt of any notice of Acceptance, including Final Acceptance, with respect to any Deliverable(s) shall not be construed as a waiver of any of the Purchasing Entity's rights to enforce the terms of this Agreement or require performance in the event Vendor breaches this Agreement or any Deficiency or Error is later discovered with respect to such Deliverable(s).

5.2. Project Management and Reporting.

- 5.2.1. *Vendor or Project Manager.* To the extent that a Project Manager is called for in a Purchasing Instrument, Vendor must obtain the Purchasing Entity's approval of a designated Project Manager. The Project Manager must have authority sufficient to ensure timely performance under the Purchasing Instrument and make binding decisions for Vendor. Any written commitment by Vendor's Project Manager and persons designated by her or him in writing for this purpose, within the scope of this Agreement, shall be binding upon Vendor.
- 5.2.2. *Review Meetings.* Unless a different schedule is established in the Purchasing Instrument, Vendor's Project Manager will meet weekly with the Purchasing Entity to discuss contractual progress and performance issues. At each review meeting, Vendor's Project Manager shall provide a status report, which will describe any problems or concerns encountered since the last meeting. At the next scheduled meeting after which any Party has identified a problem in writing, Vendor shall provide a report of steps taken to resolve identified problems, together with the anticipated completion dates of such activities. Any Party may recommend alternative courses of action or changes that will facilitate problem resolution. Vendor shall maintain records of such reports and other communications and provide them to the Purchasing Entity upon request..

- 5.2.3. *Reports.* Review meeting reports must be in a Purchasing Entity-approved format and include detail concerning the previous week's activities, including problems encountered and their disposition, results of tests, whether or not deadlines were met, status of services or Deliverables, any problems that may have arisen that need to be addressed before proceeding to the next week's activities, and any other information the Purchasing Entity may request.
- 5.2.4. *Problem Reporting Omissions.* The Purchasing Entity's receipt of a report that identifies any problems does not relieve Vendor of any obligation under this Agreement or waive any other remedy available to the Purchasing Entity.

6. Ownership and Intellectual Property.

- 6.1. Ownership of Vendor-Owned Deliverables. Except as specifically granted herein, in a Purchasing Instrument, or in a related instrument, Vendor shall own all Deliverables that were independently and exclusively developed by Vendor and provided hereunder prior to the Effective Date of this Agreement (“**Vendor-Owned Deliverables**”). The Purchasing Entity makes no claim to Vendor-Owned Deliverables. To the extent Vendor-Owned Deliverables are included in a Deliverable, unless otherwise stated in the Purchasing Instrument, the Purchasing Entity shall be granted licenses to the Vendor-Owned Deliverables that shall be consistent with and coterminous with any license obtained to use the Deliverable itself.
- 6.2. Ownership and Assignment of Customer-Owned Deliverables. Vendor hereby irrevocably assigns, transfers, and conveys to the Purchasing Entity all right, title and interest in and to Customer-Owned Deliverables. Vendor represents and warrants that the Purchasing Entity shall acquire sole ownership of all Customer-Owned Deliverables, free from any rights or interests of Vendor or of any third party. Vendor shall not retain any copies of any Customer-Owned Deliverables.
- 6.3. Waiver. To the extent any of Vendor's rights in any Customer-Owned Deliverables are not subject to assignment or transfer hereunder, including any moral rights or any rights of attribution or integrity, Vendor hereby irrevocably and unconditionally waives all such rights and enforcement thereof and agrees not to challenge the Purchasing Entity's rights in and to Customer-Owned Deliverables.
- 6.4. Information Technology Assurances. At the State of Iowa's or the Purchasing Entity's request, Vendor will, both during and after the termination or expiration of this Agreement, execute and deliver such instruments, provide all facts known to it, and take such other action as may be requested by the State of Iowa or Purchasing Entity to perfect its interest in Customer-Owned Deliverables. In the event the Purchasing Entity is unable, after reasonable effort, to secure Vendor's signature on any letters patent, copyright, or other analogous protection relating to the Customer-Owned Deliverables, Vendor hereby irrevocably designates and

appoints the Purchasing Entity and its duly authorized officers, employees, and agents, as their agent and attorney-in-fact, to act for and in its behalf to execute and file any such application or applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent, copyright registrations, and other analogous protection, including extensions and renewals thereon, with the same legal force and effect as if executed by Vendor.

- 6.5. Third Party Intellectual Property. Except as otherwise agreed to by the Parties in writing, in the event a Deliverable is comprised of Third Party Intellectual Property, or content otherwise generated using artificial intelligence, Vendor shall ensure such Deliverable is licensed to the Purchasing Entity pursuant to a license agreement, the terms and conditions of which are acceptable to the Purchasing Entity. Unless otherwise agreed to by the Purchasing Entity in writing, such license shall be an irrevocable, nonexclusive, perpetual, royalty-free license to use, reproduce, prepare derivative works based upon, distribute copies of, perform, display, and host the Third Party Intellectual Property, and to authorize others to do the same on the Purchasing Entity's behalf.
- 6.6. Customer Property. Vendor may have access to Customer Property to the extent necessary to carry out its responsibilities under the Agreement and must comply with any and all the license terms, conditions, or restrictions applicable to any Customer Property.
- 6.7. Survives Termination. Vendor's duties, obligations, and liabilities as set forth in this Section 6 (Ownership and Intellectual Property) shall survive termination of this Agreement and shall apply to all acts or omissions taken or made in connection with Vendor's performance of this Agreement regardless of the date any potential claim or breach is made or discovered by DOM or the Purchasing Entity or their Authorized Contractors.

7. Representations, Warranties, and Covenants.

- 7.1. Non-exclusivity. Unless expressly stated otherwise in a Purchasing Instrument, express remedies in this section are not exclusive, and the Purchasing Entity preserves all rights to seek any and all remedies available to it under law both during and after expiration or termination of the Agreement or Purchasing Instrument.
- 7.2. Implied Warranties. To the extent applicable, and unless otherwise stated in a Purchasing Instrument, all warranties implied by law are preserved.
- 7.3. Deliverables Free of Deficiencies. Unless stated otherwise in a Purchasing Instrument, the Vendor guarantees that the Deliverables will be free from material Deficiencies and Errors and will meet all Acceptance Criteria and express performance criteria. If the Purchasing Entity identifies any material Deficiencies or Errors, Vendor must fix or replace the affected Deliverables at its

own expense. The Vendor will assist the Purchasing Entity, promptly report any known issues, and correct Deliverables, even if previously accepted.

- 7.4. Quiet Enjoyment. Vendor represents and warrants that: (i) it owns, possesses, holds, and has received or secured all rights, permits, permissions, licenses, and authority necessary to provide Deliverables to the Purchasing Entity hereunder and to assign, grant, and convey the rights, benefits, licenses and other rights assigned, granted, or conveyed the Purchasing Entity hereunder without violating any rights of any third party; (ii) it has not previously and will not grant any rights in any Deliverables to any third party that are inconsistent with the rights granted to the Purchasing Entity herein; and (iii) the Purchasing Entity shall peacefully and quietly have, hold, possess, use, and enjoy the Deliverables without suit, disruption, or interruption.
- 7.5. Intellectual Property. Vendor represents and warrants that the Deliverables and the Purchasing Entity's use of the Deliverables for their authorized use will not infringe on any intellectual property rights of Third Parties. Vendor also ensures there are no known claims of infringement, violation, or misappropriation of intellectual property rights or trade secrets concerning Deliverables. If such claims arise, Vendor will, at its own expense: (i) secure the right or license for the Purchasing Entity to continue using the Deliverables; (ii) replace the problematic parts with an equivalent; (iii) modify or replace the affected portion with a non-infringing alternative; or (iv) refund all fees paid by the Purchasing Entity for the affected Deliverables.
- 7.6. Workmanlike Manner. Vendor represents and warrants that all services to be provided under this Agreement or a Purchasing Instrument will be carried out in a workmanlike manner by qualified personnel, and the work must align with the terms of the Agreement and Purchasing Instrument as well as industry standards for similar tasks. In cases where no specification exists, the Parties agree to follow generally accepted industry standards. If the Purchasing Entity identifies services not meeting these standards, Vendor will re-perform them at no extra cost. Vendor will refund any fees paid by the Purchasing Entity for any services were not satisfactorily provided and cannot otherwise be cured.
- 7.7. Compliance with Laws. Vendor represents and warrants that Vendor and Vendor-provided Deliverables will at all relevant times comply with all applicable State and federal laws.
- 7.8. No Conflicts. Vendor represents, warrants, and covenants that no relationship exists or will exist during the Term of the Agreement, between Vendor and the State or any of its divisions or entities that is or may constitute a conflict of interest or appearance of impropriety, or that would conflict in any manner or degree with the performance of its obligations under this Agreement. To the extent applicable, the provisions of Iowa Code Chapter 68B shall apply to this Agreement and any Purchasing Instruments executed hereunder, and Vendor shall not engage in or permit any third party to engage in any conduct that would violate that chapter.

- 7.9. Documentation. Vendor represents and warrants that during the Term, the Documentation will accurately describe the functional and operational characteristics of any Deliverable and that the Documentation is detailed and complete such that it will allow a reasonably skilled operator to use and operate the Deliverables.
- 7.10. Survives Termination. Vendor's duties, obligations, and liabilities as set forth in this Section 7 (Representations, Warranties, and Covenants) shall survive termination of this Agreement and shall apply to all acts or omissions taken or made in connection with Vendor's performance of this Agreement regardless of the date any potential claim or breach is made or discovered by the Purchasing Entity or its Authorized Contractors.

8. Indemnification.

- 8.1. Indemnification Generally. Vendor shall indemnify and hold harmless DOM, the State of Iowa, the Purchasing Entity, and their employees, officers, or representatives ("Indemnitees") from and against any third-party claims, legal actions, judgments, penalties, recoupments, or other costs, including costs of counsel, in any way arising out of Vendor's performance or attempted performance under this Agreement.
- 8.2. Infringement Claim Additional Remedy. If the Deliverables become or are likely to become the subject of a Claim, then, in addition to paying any damages and attorney fees as required above, Vendor shall, at its option, either:
- 8.2.1. Immediately replace or modify the Deliverables, without loss of material functionality or performance, to make them non-infringing, or
- 8.2.2. Immediately procure for the Purchasing Entity the right to continue using the Deliverables.

Any costs associated with implementing either of the above alternatives will be borne by Vendor. If Vendor fails to provide one of the foregoing remedies within 45 days of notice of the Claim, in addition to any other remedies available to the Purchasing Entity under this Agreement, at law, or in equity, the Purchasing Entity shall have the right, at its sole option, to terminate this Agreement or any applicable Purchasing Instrument, in whole or in part, and have Vendor refund to the Purchasing Entity all associated fees, compensation or other amounts paid by the Purchasing Entity.

- 8.3. Vendor's duties, obligations, and liabilities as set forth in this section (Indemnification) shall survive termination of this Agreement.

9. Termination.

- 9.1. Termination for Cause by the State. DOM may terminate this Agreement, and any Purchasing Entity may terminate a Purchasing Instrument(s) entered into under this Agreement, upon written notice of Vendor's breach of any material term of the Agreement or associated Purchasing Instrument, if the breach is not cured within the time period specified in the notice of breach. In addition, DOM

may terminate this Agreement or a Purchasing Entity may terminate an associated Purchasing Instrument without advance notice if:

- 9.1.1. Vendor makes false statements in connection with the Agreement,
- 9.1.2. Vendor, its staff, or its subcontractors have engaged in criminal conduct including fraud, misappropriation, embezzlement, or malfeasance,
- 9.1.3. Vendor takes any steps, as determined in DOM's or the applicable Purchasing Entity's discretion, towards dissolution or suspension of business,
- 9.1.4. Vendor's authority to do business here or elsewhere is threatened or lost,
- 9.1.5. Vendor has failed to comply with applicable laws when performing pursuant to the Agreement or Purchasing Instrument,
- 9.1.6. Vendor's ability to perform is materially impacted by third-party claims of intellectual property violations by Vendor, or
- 9.1.7. Vendor's actions may expose DOM, the State of Iowa, or a Purchasing Entity to material liability.

Vendor shall notify DOM or the applicable Purchasing Entity of any events that could give rise to DOM's right to terminate this Agreement or a Purchasing Instrument for cause.

- 9.2. Termination for Cause by Vendor. Vendor may only terminate an applicable Purchasing Instrument or this Agreement upon written notice of the Purchasing Entity's breach of any material term of this Agreement if the breach is not cured within 60 days of the Purchasing Entity's receipt of Vendor's written notice.
- 9.3. Termination for Convenience. Following 30 days' written notice, a Purchasing Entity may terminate a Purchasing Instrument in whole or in part without cause. DOM may terminate this Agreement in whole or in part upon 30 days' written notice without cause.
- 9.4. Termination Due to Lack of Funds or Change in Law. Notwithstanding anything in this Agreement to the contrary, DOM may terminate this Agreement or a Purchasing Entity may terminate a Purchasing Instrument, in whole or in part, without penalty or liability and without any advance notice if:
 - 9.4.1. DOM or the Purchasing Entity determines that it has not been appropriated sufficient funds or funds have been reduced, unallocated, or delayed such that DOM or the Purchasing Entity cannot, in the entity's sole discretion, meet its obligations,
 - 9.4.2. DOM or the Purchasing Entity's authority has been withdrawn or materially altered, or its duties, programs or responsibilities are modified or materially altered, or
 - 9.4.3. there is a judicial decision that materially or adversely affects DOM's or a Purchasing Entity's ability to fulfill obligations under this Agreement or any applicable Purchasing Instrument.

- 9.5. Limitation of Payment Obligations. If DOM terminates this Agreement or a Purchasing Entity terminates a Purchasing Instrument for cause, DOM or the applicable Purchasing Entity retains the right to contest amounts that remain unpaid as of the date of termination. In all other termination contexts, the Purchasing Entity will pay those amounts due for goods or services accepted by the Purchasing Entity for which the Purchasing Entity is obligated to pay up to the date of termination to the extent that funds to make these payments are legally available. Payment is contingent on submission and acceptance of invoices for sums due. Under no circumstances will the Purchasing Entity be liable for sums not expressly owed under the terms of the Agreement or a Purchasing Instrument.
- 9.6. Vendor's Termination or Expiration Duties. As it relates to this Agreement or any associated Purchasing Instrument, upon receipt of a notice of termination, upon expiration, or upon request of DOM or a Purchasing Entity, Vendor must:
- 9.6.1. cease work under the Agreement or Purchasing Instrument and take all appropriate actions to limit disbursements and minimize costs;
 - 9.6.2. provide a report to the Purchasing Entity addressing the Purchasing Entity's information needs, including the status of all work performed under the Agreement;
 - 9.6.3. cease using and return any Customer Property or Customer-Owned Deliverables;
 - 9.6.4. comply with the Purchasing Entity's directions concerning Customer Data;
 - 9.6.5. return or refund any Purchasing Entity payments for goods or services not provided to the Purchasing Entity; and
 - 9.6.6. provide all Deliverables to the extent the Purchasing Entity has a property interest in the Deliverable.
 - 9.6.7. Continue to perform and provide such goods and/or services under this Agreement as the Purchasing Entity may request for a transition period of up to 365 days from the effective date of such termination or expiration and collaborate with the Purchasing Entity and any replacement contractor. As part of such request, the Purchasing Entity will inform Vendor of the number of days needed for transition ("**Transition Period**"). During the Transition Period, the Purchasing Entity agrees to pay Vendor any fees to which Vendor would be entitled under this Agreement for goods and/or services performed or provided during such period. In the event the Purchasing Entity's request for transition assistance does not require Vendor to continue providing all of the goods and/or services under this Agreement or applicable Purchasing Instrument, the Parties will negotiate in good faith a downward adjustment in the fees owed the Vendor.

- 9.7. Survival. Expiration or termination of this Agreement or a Purchasing Instrument for any reason will not release either Party from any duties, liabilities, or obligations set forth in this Agreement which:
- 9.7.1. The Parties have expressly agreed in writing survive any such expiration or termination, including as set forth in the following sections:
- 9.7.1.1. 4 (Compensation and Additional Rights and Remedies);
 - 9.7.1.2. 6 (Ownership and Intellectual Property);
 - 9.7.1.3. 7 (Representations, Warranties, and Covenants);
 - 9.7.1.4. 8 (Indemnification);
 - 9.7.1.5. 9 (Term and Termination);
 - 9.7.1.6. 10 (Confidentiality);
 - 9.7.1.7. 11 (Security/Privacy, Business Continuity, and Disaster Recovery); and
 - 9.7.1.8. 12 (Contract Administration).
- 9.7.2. Remain to be performed or by their nature would be intended to be applicable following any such expiration or termination.

10. Confidentiality

10.1. Treatment of Data.

- 10.1.1. *Customer Data*. The Purchasing Entity owns and has exclusive rights to all Customer Data. Vendor must treat all Customer Data as Confidential Information, keep it secure, and not disclose or use it for any purpose other than providing goods or services under the Agreement. All uses for commercial or political purposes are strictly forbidden. Vendor must comply with any restrictions on use or disclosure outlined in the Agreement or applicable law. Vendor may only retain Customer Data for purposes of performing pursuant to the Purchasing Instrument or by prior written approval of the Purchasing Entity.
- 10.1.2. *Vendor Confidential Information*. Unless otherwise required by applicable law, the Purchasing Entity will not intentionally disclose Vendor's Confidential Information to a third party (excluding the Purchasing Entity's Authorized Contractors) without the Vendor's prior written consent.
- 10.1.3. *Return or Destruction*. Upon completion of duties under this Agreement or upon the specific direction of either party, the other party shall return or destroy Confidential Information and/or Customer Data and not retain any copies thereof, subject to any retention obligations imposed by law. If immediate destruction is not possible, the party retaining such information shall return or destroy the retained

information as soon as feasible and shall certify that the retained information will be safeguarded to prevent unauthorized disclosures until it has been purged. Once all Confidential Information and/or Customer Data has been completely purged, the party purging the information shall provide certification of destruction in accordance with methods approved by the National Institute of Standards and Technology.

10.1.4. *Compelled Disclosures.* In the event that a subpoena or other legal process is served upon either party for Customer Data held by Vendor or for Vendor Confidential Information held by a Purchasing Entity, the party shall promptly notify the other party and cooperate in any lawful effort to defend against the disclosure.

10.2. Open Records and Electronic Discovery Requests. Vendor must assist the Purchasing Entity by providing information needed to comply with open records laws (including Iowa Code Chapter 22) or in connection with any legal process or proceeding. Vendor's assistance in this regard must be provided timely and designed to meet the timing obligations imposed by law. Vendor will ensure Customer Data is stored and maintained so as to avoid spoliation or other electronic discovery issues.

10.3. Survives Termination. Vendor's duties, obligations, and liabilities as set forth in this section (Confidentiality) shall survive termination.

11. Use of Artificial Intelligence.

11.1. Advance Approval for AI Usage. Vendor shall obtain prior written approval from the Contracting Authority before utilizing artificial intelligence (AI) technologies in the provision of services under this Agreement and Purchasing Instruments entered into pursuant to this Agreement. The Vendor shall clearly identify in writing the specific AI technologies to be employed, their intended functions, and their potential impact on service delivery.

11.2. Documentation of AI Utilization. In cases where computer code is generated, written, or modified using AI technologies, the Vendor shall ensure that the sections of code influenced by AI are thoroughly documented with appropriate comments indicating that they are the result of AI utilization. This documentation shall be provided along with any deliverables that include AI-derived code.

11.3. AI Training Data Usage. The Vendor shall not employ Customer Data or Confidential Data to train AI systems without obtaining prior written approval from the Purchasing Entity. The intended usage of such data for AI training must align with existing data usage rights, and the Vendor shall ensure that data privacy and security are maintained throughout the process.

- 11.4. Data Normalization to Prevent Discrimination. The Vendor shall include within a submitted Plan of Action and Milestones (POAM) a detailed outline of the measures to be taken for data normalization in AI training. This normalization process shall be designed to prevent algorithmic discrimination and ensure fair and equitable outcomes.
- 11.5. Evaluation of Third-Party AI Offerings. Should the Vendor intend to employ third-party AI offerings in the execution of this Agreement or Purchasing Instruments entered into pursuant to this Agreement, the Vendor must provide a comprehensive explanation of how such AI technologies have been trained to avoid algorithmic discrimination, safeguard data privacy, and ensure system safety and effectiveness. The Vendor shall also provide advanced notice and clarification to any individuals whose data might be used for future AI training.
- 11.6. Human Alternatives and Fail-Safe Mechanisms. In instances where AI technologies fail to adequately fulfill the service requirements, the Vendor shall ensure the provision of human-operated alternatives that are capable of meeting the needs of the circumstance. These alternatives shall be readily available to ensure seamless service continuity.
- 11.7. Human Vetting of AI Output. Prior to finalizing any output generated by AI technologies, the Vendor shall subject such output to thorough human evaluation and interaction. This evaluation shall assess the accuracy, relevance, and appropriateness of AI-generated content, ensuring the delivery of high-quality and reliable results.
- 11.8. Compliance and Reporting. The Vendor shall adhere to all applicable laws, regulations, and standards governing the use of AI technologies in the context of the Agreement. The Vendor shall provide regular reports to the Purchasing Entity detailing the usage, performance, and outcomes of AI technologies as per the terms of this clause.

12. Security/Privacy, Business Continuity, and Disaster Recovery.

- 12.1. Data Protection. Vendor shall safeguard the confidentiality, integrity, and availability of Customer Data, Customer Property, and the Deliverables. In so doing, Vendor shall implement and maintain reasonable and appropriate administrative, technical, and physical security measures to safeguard against unauthorized access, disclosure, theft, or modification of or to Customer Data, Customer Property, and Deliverables.
- 12.2. Compliance with Security Frameworks. If Vendor in any way provides goods, services or Deliverables that access, store, or gather Customer Data, including but not limited to Confidential Information, Vendor represents and warrants that it will comply with the security framework (“Vendor Security Framework”) identified in the CD&E. The Vendor Security Framework may be updated from time to time by mutual agreement of the Parties.

- 12.3. Compliance Reporting. Annually during the Term, a Purchasing Entity may request, and Vendor shall provide, evidence of compliance with the applicable security framework with which Vendor complies.
- 12.4. Encryption. All Customer Data shall be encrypted at rest and in transit with controlled access and the Deliverables shall use TLS 1.2 or higher. Unless otherwise expressly provided herein or otherwise agreed to by the Parties in writing, Vendor is responsible for encryption of Customer Data in their possession. Additionally, Vendor shall ensure hard drive encryption consistent with validated cryptography standards as referenced in Federal Information Processing Standards (FIPS) 140-3, Security Requirements for Cryptographic Modules for all Customer Data, unless the Purchasing Entity approves in writing the storage of Customer Data on a portable device that does not satisfy these standards.
- 12.5. CONUS Obligation. Storage, Processing, transmission, retention, or other maintenance of Customer Data at rest and all backups shall occur solely in the continental United States of America. Vendor shall not allow Vendor personnel to store, Process, or retain Customer Data on any portable devices, including personal computers, tablets, or cell phones, except to the extent such devices are used and permanently stored or backed up at all times only in the continental United States of America.
- 12.6. Import and Export of Data. Purchasing Entity must have the ability at all times to extract Customer Data and other information from any Vendor systems housing such information or data. Vendor must assist with such extracts when necessary, must not interfere with such extracts, must ensure extracts are provided at no additional charge to the Purchasing Entity, and must make sure that data can be exported in a commercially reasonable format so that the Purchasing Entity can then import data into other systems. Regarding exporting data and information, the Vendor must ensure that the Purchasing Entity receives the requested data or information within seven days of making a request. The format of the exported data should be as specified by the Purchasing Entity or, if not feasible, in a commercially reasonable format.
- 12.7. Security Audits. During the Term, DOM or the Purchasing Entity or their representatives may perform security audits/scans of Vendor's environment used to provide contracted services. Vendor agrees to address vulnerabilities identified through such audits within reasonable timeframes.
- 12.8. Access to Security Logs and Reports. Vendor shall provide security logs and reports to DOM and/or the Purchasing Entity in a mutually agreeable format upon request. Such reports shall include, at minimum, latency statistics, user access summaries, user access IP address summaries, and user access history and security logs for all the Deliverables.
- 12.9. Authentication Protocol Standards Compliance. Vendor will align Deliverables with the State's preferred authentication protocol methodology or integrate with

the State's preferred authentication protocol tool. DOM may authorize an exception to this obligation through prior written approval.

12.10. Personnel Safeguards.

12.10.1. *Background Checks.*

12.10.1.1. *Minimum Requirements.* Vendor shall comply with their internal background check policies. Where Vendor does not have an internal background check policy, or in the event Vendor's background check policy is inadequate based on the nature of Customer Data at issue, Vendor agrees to comply with DOM background check policy. Vendor shall provide DOM and the Purchasing Entity with these background check results in a mutually agreeable form and manner prior to Vendor staff performing services pursuant to this Contract or a Purchasing Instrument. In the event of an adverse finding, Vendor personnel may be disqualified from performing services under the Agreement in the sole discretion of DOM or the applicable Purchasing Entity.

12.10.1.2. *Costs.* Vendor is responsible for all costs associated with any Vendor personnel background checks, regardless of who performs the background checks.

12.10.1.3. *Additional Screening.* DOM and the Purchasing Entity reserves the right to subject Vendor personnel to additional background checks at any time prior to or during any engagement. Such background checks may include a work history, financial review, request for criminal history data, or local or state criminal history check, national criminal history check through the Federal Bureau of Investigation ("**FBI**"), or other background check requirements imposed or permitted by law, rule, regulation, order, or policy. Vendor personnel may be required to authorize the release of the results of criminal history checks, including those through the FBI, to one or more other governmental entities. Such background checks may be conducted by DOM or the Purchasing Entity or its Authorized Contractors. DOM or the Purchasing Entity may also require Vendor to conduct a work history or financial review of Vendor personnel. Vendor shall provide DOM and the Purchasing Entity with these background check results in a mutually agreeable form and manner prior to the commencement of any engagement by Vendor personnel.

12.10.1.4. *Right to Remove Individuals.* The Purchasing Entity and DOM shall have the right at any time to require that the Vendor remove from interaction with the Purchasing Entity or DOM, as applicable, any Vendor representative who the Purchasing Entity or DOM believes is detrimental to its working relationship with the Vendor.

The Purchasing Entity or DOM will provide the Vendor with notice of its determination and the reasons it requests the removal. If the Purchasing Entity or DOM signifies that a potential security violation exists with respect to the request, the Vendor shall immediately remove such individual. The Vendor shall not assign the person to any aspect of the Master Agreement or future work orders without the Purchasing Entity's or DOM's consent.

- 12.10.2. *Security Awareness Training.* Vendor personnel providing services to DOM or a Purchasing Entity are required to attend annual security awareness training addressing the importance of securing, safeguarding, and otherwise appropriately handling Customer Property, including Customer Data. Any such security awareness training shall minimally conform with applicable DOM Security Awareness Training policies or requirements.
- 12.10.3. *Separation of Job Duties and Non-disclosure.* Vendor shall diligently monitor and enforce separation of job duties, and limit access to and knowledge of Customer Property and Customer Data to those Vendor personnel to which such access and knowledge is absolutely necessary to provide the Deliverables hereunder. Vendor personnel may be required to sign the Purchasing Entity's standard confidentiality or non-disclosure agreement(s), or other confidentiality or non-disclosure agreement(s), including as may be required by applicable law, rule, regulation, or policy.

13. General Provisions.

- 13.1. Immigration Status. Vendor is responsible for ensuring compliance with all Visa requirements. DOM and the Purchasing Entity require Vendor to conduct E-Verify employment-eligibility verifications of Vendor personnel working under this Agreement at Vendor's cost. Vendor shall provide to DOM and the Purchasing Entity with the E-Verify results as directed.
- 13.2. No Publicity. Vendor is prohibited, both during the term of the Agreement and after the Agreement's termination or expiration, from publicizing this contractual arrangement relationship or in any way using, as applicable, DOM's or the Purchasing Entity's name, logo, or other identifying information without prior written consent.
- 13.3. Independent Contractor. Vendor is an independent contractor performing services for DOM and the Purchasing Entity and shall not be considered an employee, partner, or agent of DOM or the Purchasing Entity. Vendor personnel are not employees of the State of Iowa simply by virtue of work performed under this Agreement. Vendor is responsible for all taxes, licenses, insurance, and other obligations arising from their status as an independent contractor.
- 13.4. Amendments. This Agreement may be amended from time to time by mutual written consent of the Parties. The Parties expressly agree that no amendments or modifications to this Agreement shall be effected through transactional

documents. Notwithstanding the above, specific Purchasing Instruments may modify the terms of the Agreement as necessary to effect the Parties' intent with respect to such Purchasing Instrument. However, any such modifications shall be limited to the scope of the Purchasing Instrument.

- 13.5. No Third Party Beneficiaries. There are no intended third-party beneficiaries to this Agreement.
- 13.6. Choice of Law and Forum. This Agreement shall be governed by the laws of the State of Iowa, without giving effect to the choice of law principles of Iowa law. Any litigation in connection with this Agreement, shall be brought and maintained in the state or federal courts sitting in Polk County, Iowa. Vendor submits to the jurisdiction of the aforesaid courts and waives any jurisdictional objection based on *forum non conveniens* or otherwise. This provision shall not be construed as waiving any immunity to suit or liability available to DOM or the Purchasing Entity. Vendor irrevocably consents to service of process by certified or registered mail addressed to Vendor's Notice Address as listed in the CD&E.
- 13.7. Assignment and Delegation. This Agreement may not be assigned, transferred, or conveyed in whole or in part without the prior written consent of the other Party, except that DOM may assign, transfer, or convey this Agreement, in whole or in part, to any entity that succeeds its duties hereunder or otherwise assumes responsibility for functions or duties currently assumed by DOM.
- 13.8. Use of Third Parties. None of the services, Deliverables, Applications Services, or System(s) to be provided by Vendor pursuant to this Agreement shall be subcontracted or delegated to any third party, including Vendor Contractors, without the prior written consent of DOM. Such consent shall not be deemed in any way to provide for the incurrence of any additional obligation of DOM, whether financial or otherwise. Any subcontract to which DOM has consented shall be in writing and shall in no way alter the terms and conditions of this Agreement. All subcontracts shall be subject to the terms and conditions of this Agreement and to any conditions of approval that DOM may deem necessary.
- 13.9. Integration. This Agreement supersedes former agreements for the goods and/or services addressed in the Agreement, and represents the entire agreement between the Parties. Neither Party is relying on any representation that may have been made which is not included in this Agreement. The Agreement may only be changed through an Amendment signed by both parties. Terms associated with transactional documents (e.g., invoices) as well as terms such as "shrink wrap" or "click wrap" agreements will have no force and effect unless reduced to a formal Amendment signed by both parties.
- 13.10. Waiver. The parties may agree in writing to waive some aspect of contract performance; however, such waivers must be in writing and mutually signed. Failure by one Party to require performance under the Agreement by the other

Party does not affect the right to enforce the Contract's terms or claim breach concerning subsequent Agreement compliance issues.

- 13.11. Notices. Any legal notices required by the Agreement, or a Purchasing Instrument, shall be given in writing by registered or certified mail with proof of receipt, or overnight delivery, which shall be addressed to each party's Notice Address. To the extent a Purchasing Instrument is executed by a Purchasing Entity other than DOM, Contractor shall additionally notice the Purchasing Entity at the billing address set forth on the applicable Purchasing Instrument.. From time to time, the parties may change the name and address of a party designated in the Notice Address. Such changes shall be in writing to the other party. Notices shall be deemed to have been provided at the time it is actually received in the case of hand delivery; within one day in the case of overnight delivery; or within five days after it is deposited in the U.S. Mail.
- 13.12. Cumulative Rights. The various rights, powers, options, elections, and remedies of DOM or any Purchasing Entity provided for in this Agreement shall be construed as cumulative.
- 13.13. Severability. If any provision of this Agreement is determined by a court to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this Agreement.
- 13.14. Time is of the Essence. Time is of the essence with respect to Vendor's performance of its obligations under this Agreement. Vendor shall ensure that all Vendor Personnel providing services and Deliverables hereunder are responsive to DOM or the Purchasing Entity's requirements and requests in all respects, including in accordance with any specific timelines identified in a duly executed Purchasing Instrument.
- 13.15. Authorization. Vendor represents and warrants that it has the right, power, and authority to enter into and perform its obligations under this Agreement and that it has taken all requisite action to approve execution, delivery, and performance of this Agreement, and this Agreement constitutes a legal, valid, and binding obligation of Vendor, enforceable in accordance with its terms.
- 13.16. Successors in Interest. All terms, provisions, and conditions of the Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors, assigns, and legal representatives.
- 13.17. Records Retention and Access. Vendor shall maintain records that sufficiently and properly document Vendor's performance under this Agreement, including records that document all fees and other amounts charged during the Term of this Agreement, for a period of at least five years following the later of the date of final payment, termination, or expiration of this Agreement, or the completion of any audit. Vendor shall permit the Auditor of the State of Iowa or any authorized representative of DOM or the Purchasing Entity, and where federal funds are involved, any authorized representative of the United States government, at no

charge, to access and examine, audit, excerpt, and transcribe any pertinent records of Vendor, however stored, relating to Vendor's performance under this Agreement. Vendor shall require Vendor Contractors to agree to the same provisions as set forth in this subsection.

- 13.18. Headings and Captions. The Parties acknowledge that the headings and captions used in this Agreement are for convenience and reference purposes only. They are not intended to have any legal or substantive significance or alter the meaning or interpretation of the provisions they precede.
- 13.19. Multiple Counterparts and Electronic Signatures. This Agreement may be executed in several counterparts, each of which shall be considered an original and all of which when taken together shall constitute one contract binding on all Parties. The Parties agree to accept electronic signatures in lieu of "wet" signatures on contract documents in accordance with Iowa Code chapter 554D or other applicable law.
- 13.20. Not a Joint Venture. Nothing in this Agreement shall be construed as creating or constituting a partnership, joint venture, or other association of any kind implying the establishment of an agent/principal relationship between the Parties.
- 13.21. Attachments. The Parties agree that if any document is attached hereto by the Parties, and referred to herein, then the same shall be deemed incorporated herein by reference as if fully set forth herein.
- 13.22. Further Assurances. Each party shall do and perform, or cause to be done and performed, all such further acts and things, and shall execute and deliver all such other agreements, certificates, instruments and documents, as the other party may reasonably request in order to carry out the intent and accomplish the purposes of this Agreement and the consummation of the transactions contemplated hereby.
- 13.23. Force Majeure. If one Party is unable to fulfill its obligations under this Agreement due to circumstances beyond its control, including unforeseeable events that no one could have predicted or prevented, such as acts of God, war, civil disturbances, or other catastrophic events, that Party will not be considered in default. These circumstances must be abnormal and unforeseeable, and the Party affected must have taken all necessary precautions to prevent them. However, financial difficulties, legal restrictions, strikes, labor unrest, supply chain disruptions, internet failure, power outages, hacker attacks, viruses, and security breaches are not considered force majeure events. If a delay or inability to perform is caused by a subcontractor hired by the Party, the Party cannot use force majeure as an excuse unless the subcontractor is also affected by a force majeure event. If a force majeure event affects the Party's performance, the Party will make its best efforts to provide an alternative, if possible, comparable solution. DOM or the Purchasing Entity, as applicable, will determine whether the alternative solution is comparable. The Party invoking force majeure must immediately inform the other Party about the event causing the delay and the reasons behind it. Both Parties will work together to minimize the impact of the

delay and the scope of work affected by the unforeseen events. If Vendor's performance obligations have specific deadlines, those deadlines will be extended by the amount of time lost due to the force majeure event.

- 13.24. Right of Inspection/Contract Compliance. DOM and the Purchasing Entity may inspect Vendor's books and records at reasonable times in order to monitor performance of this Agreement, including but not limited to any request that Vendor provide a copy of its affirmative action program, containing goals and time specifications in accordance with Iowa Admin. Code ch. 11-121. All subcontracts shall contain provisions that allow the same. Vendor shall promptly comply with and correct any deficiencies noted in any audit and promptly implement any recommendations requested by DOM or the Purchasing Entity. Vendor shall not impose any charge or fee in connection with any such audit.
- 13.25. Administrative Fees. Vendor shall provide a 1.00% administrative fee on all sales made through this Agreement, without affecting authorized prices/rates. This 1.00% administrative fee shall be paid quarterly to the Main Business Address, Attn: Business Services Division Administrator. Payment shall be made in accordance with the following schedule:

<u>Period End</u>	<u>Fee Due</u>
June 30	July 31
September 30	October 31
December 31	January 31
March 31	April 30

In addition, Vendor shall submit a report with each quarterly payment detailing all payments received and also identifying the Purchasing Entity, the Purchasing Instrument number, and the project to which it is attributable.

- 13.26. Taxes. Vendor shall be responsible for paying any taxes incurred by Vendor in the performance of this Agreement. The State of Iowa, DOM, and the Purchasing Entity are exempt from the payment of sales and other taxes: https://das.iowa.gov/sites/default/files/acct_sac/man_for_ref/forms/sales_tax_exempt_letter.pdf.
- 13.27. Title to Property. Title to all property furnished by DOM or the Purchasing Entity to Vendor to facilitate the performance of this Agreement and any Customer-Owned Deliverables shall remain the sole property of DOM or the Purchasing Entity, as applicable. Vendor shall be responsible for the proper custody and care of any such property and may not encumber such property or otherwise use such property for monetary gain. All such property shall only be used by Vendor for purposes of fulfilling its obligations under this Agreement and shall be returned to DOM or the Purchasing Entity at the conclusion of the Agreement.

- 13.28. Exclusivity. This Agreement is not exclusive. DOM or the Purchasing Entity may obtain similar or identical goods or services from other vendors.
- 13.29. Award of Related Agreements. DOM and the Purchasing Entity may undertake or award supplemental or successor agreements for work related to this Agreement. Vendor shall cooperate fully with Authorized Contractors who may be engaged by DOM or the Purchasing Entity in connection with this Agreement.
- 13.30. Attorney's Fees and Costs. If Vendor defaults or is found to be in breach of its obligations under this Agreement by a court or tribunal of competent jurisdiction or if the Vendor fails to successfully defend against any legal action arising out of or relating to this Agreement, the Vendor shall be liable for and shall promptly reimburse DOM or the Purchasing Entity, as applicable, for all reasonable attorney's fees, court costs, and any other related expenses incurred by DOM or the Purchasing Entity in enforcing its rights or remedies under this Agreement.
- 13.31. Survives Termination. All subsections in this Section (General Provisions) shall survive termination or expiration of the Agreement.

Exhibit B - Security/Privacy, Business Continuity, and Disaster Recovery

1. Security Breaches.

1.1. *Security Incident or Data Breach Notification:*

- 1.1.1. *Security Incident Reporting Requirements.* Vendor must report Security Incidents and Security Breaches that potentially jeopardizes the confidentiality, integrity, or availability of any Customer Data to the State of Iowa Security Operations Center (“SOC”):

Email: soc@iowa.gov

Local: 515-725-1296

Toll-free: 1-855-422-4357

- 1.1.2. In the absence of any other directive, Vendor shall notify the SOC of Security Incidents and Security Breaches within three business days. Vendor must also subsequently notify the Purchasing Entity’s identified contact without unreasonable delay and in accordance with applicable law, or as otherwise agreed to in the Purchasing Instrument. Regardless of its incident response processes, Vendor shall only delay notification to DOM and the Purchasing Entity of a Security Incident or Security Breach when required to do so by applicable law.
- 1.1.3. *Notification of Legal Requests.* The Vendor must convey to the Purchasing Entity any legal requests related to the Purchasing Entity's data before responding, unless the law requires otherwise under the circumstances. The Vendor shall not respond to subpoenas, service of process and other legal requests related to the Purchasing Entity without first notifying and obtaining the approval of the Purchasing Entity, unless prohibited by applicable law.

1.2. *Personal Data Breach Responsibilities.* This section only applies when a Data Breach occurs with respect to Personal Data within the Vendor’s possession or control.

- 1.2.1. The Vendor, unless stipulated otherwise, shall immediately notify the appropriate Purchasing Entity identified contact by telephone in accordance with the agreed upon security plan or security procedures if the Vendor reasonably believes there has been a Security Breach.
- 1.2.2. The Vendor, unless stipulated otherwise, shall promptly notify the appropriate Purchasing Entity identified contact within 48 hours or sooner by telephone, unless shorter time is required by applicable law, if it has confirmed that there is, or reasonably believes that there has been a Data Breach. The Vendor shall (1) cooperate with the Purchasing Entity as reasonably requested by the Purchasing Entity to investigate and resolve

the Data Breach, (2) promptly implement necessary remedial measures, if necessary, and (3) document responsive actions taken related to the Data Breach, including any post-incident review of events and actions taken to make changes in business practices in providing the services, if necessary.

- 1.3. *Investigations in Response to Actual or Suspected Breach.* Vendor agrees at its sole expense to take all steps necessary to promptly remedy any actual or suspected Security Breach and to fully cooperate with DOM and the Purchasing Entity in resolving and mitigating any damage from such actual or suspected Security Breach at Vendor's sole cost. At no additional cost to DOM or the Purchasing Entity or the State of Iowa, Vendor and Vendor Contractor will fully cooperate with DOM and the Purchasing Entity and their Authorized Contractors in investigating such actual or suspected Security Breach, including reviewing and assisting in reviewing system, application, and access logs, conducting and assisting in conducting forensic audits of relevant systems, imaging and assisting in imaging relevant media, and making personnel available for interview. On notice of any actual or suspected Security Breach, Vendor and Vendor Contractor will immediately institute appropriate controls to maintain and preserve all electronic evidence relating to such actual or suspected Security Breach in accordance with industry best practices. Vendor and Vendor Contractor will deliver to DOM and the Purchasing Entity a root cause assessment and future incident mitigation plan and deliver a preliminary assessment and plan as soon as practical and regularly maintain and update such assessment and plan throughout the course of any investigation. Vendor agrees that it will not notify any regulatory authority relating to any actual or suspected Security Breach unless DOM and the Purchasing Entity specifically request Vendor do so in writing.
- 1.4. *Additional Remedies in the Event of Actual Breach.* Upon DOM's or the Purchasing Entity's determination that a Security Breach involving or relating to Customer Data, the Deliverables has occurred, Vendor and Vendor Contractors shall fully cooperate with DOM and the Purchasing Entity in fully rectifying and responding to such Security Breach. Notwithstanding any provision in this Agreement or any other related agreement to the contrary, Vendor will be solely responsible and liable for all costs, expenses, damages, fines, penalties, taxes, assessments, legal fees, claims, service fees, and any and all other amounts of any kind or nature whatsoever (including the reasonable value of time of the Iowa Attorney General's Office or the costs, expenses and attorney fees of other counsel retained by the State of Iowa or the Purchasing Entity) related to, arising out of, or incurred by or on behalf of DOM or the Purchasing Entity as a result of, any Security Breach caused directly or indirectly, in whole or in part, by any act, error or omission, negligence, or misconduct of Vendor including the cost of: notifying affected individuals and businesses or reporting to applicable regulators or Governmental Entities (including preparation, printing, mailing and delivery); opening and closing accounts, printing new checks, embossing new cards; forensic and other audits, investigations, public relations services, call center services, websites and toll-free numbers for assisting affected individuals; obtaining credit-monitoring services and identity-theft insurance for any person

or entity whose information has or may have been acquired or compromised; and all other costs associated with corrective or other actions that are taken to mitigate or address the Security Breach. DOM and the Purchasing Entity shall determine, in their sole discretion, the content and means of delivery of any such notifications or reports. Vendor will reimburse or pay for all such expenses, fees, damages, and all other amounts within 15 business days of the date of any written demand or request delivered to Vendor.

- 1.5. Notwithstanding other requirements in this Agreement, if there is a breach of any "personal information" as that term is defined in Iowa Code chapter 715C, Vendor will be responsible for chapter 715C compliance, including any applicable consumer notification requirements.

2. Disaster Recovery and Business Continuity.

- 2.1. *Creation, Maintenance, and Testing.* Vendor shall maintain a Business Continuity and Disaster Recovery Plan for the Deliverables (“**Plan**”), and implement such plan in the event of any unplanned interruption. Upon the Purchasing Entity’s request, Vendor shall provide the Purchasing Entity with a copy of Vendor’s current Plan, revision history, and any reports or summaries relating to past testing of the Plan. Vendor shall actively test, review, and update the Plan on at least an annual basis using American Institute of Certified Public Accountants standards and other industry best practices as guidance. Vendor shall promptly provide the Purchasing Entity with copies of all reports and summaries resulting from any testing of the Plan and with copies of any updates to the Plan. All updates shall be subject to the requirements of this section. Throughout the Term, Vendor shall maintain disaster avoidance procedures designed to safeguard the Customer Data and the data processing capability and availability of the Deliverables. Additional disaster recovery and business continuity requirements may be set forth in individual Purchasing Instruments.
- 2.2. *Activation of Plan.* Vendor shall immediately notify DOM and the Purchasing Entity of any disaster or other event that results in the activation of the Plan. If Vendor fails to reinstate the Deliverables impacted by any such disaster within the periods of time set forth in the Plan, DOM or Purchasing Entity, as applicable may, in addition to any other remedies available hereunder, immediately terminate this Agreement or applicable Purchasing Instrument as a non-curable default and without any penalty or liability. Without limiting Vendor’s obligations under this Agreement, whenever a disaster causes Vendor to allocate limited resources between or among Vendor’s customers, the Purchasing Entity shall receive at least the same treatment as comparable Vendor customers with respect to such limited resources. The provisions of Section 13.23 (Force Majeure) shall not limit Vendor’s obligations under this section. Further, nothing in this shall be construed as in any way limiting Vendor’s obligations elsewhere in this Agreement, including any applicable services levels and related remedies set forth in any Service-Level Agreement attached hereto as Special Terms and Conditions.

- 2.3. *Backup and Recovery.* Except as otherwise set forth in a Purchasing Instrument or Service Level Agreement attached hereto as Special Terms and Conditions, Vendor is responsible for maintaining a backup of Customer Data and shall maintain a contemporaneous backup of Customer Data that may be recovered within two (2) hours at any point in time. Additionally, unless otherwise provided in a Purchasing Instrument or Service Level Agreement attached hereto as Special Terms and Conditions, Vendor shall store a backup of Customer Data in an off-site “hardened” facility no less than daily, maintaining the security of Customer Data, consistent with the security requirements set forth in this Exhibit B (Security/Privacy, Business Continuity, and Disaster Recovery). To the extent applicable in calculating the fees to be charged to DOM under this Agreement or to a Purchasing Entity under an associated Purchasing Instrument, any backups of Customer Data shall not be considered in calculating storage used by DOM or a Purchasing Entity.
- 2.4. *Loss of Data.* In the event of any Security Breach or any other event that compromises the security, confidentiality, or integrity of Customer Data or the physical, technical, administrative, or organizational safeguards put in place by Vendor or Vendor Contractors related to the protection of the security, confidentiality, or integrity of Customer Data, Vendor shall, in addition to any other remedies available pursuant to this Agreement, or otherwise available at law or in equity, to the extent applicable: (a) notify DOM and the Purchasing Entity as soon as practicable but no later than two hours of becoming aware of such occurrence; (b) send DOM and the Purchasing Entity written confirmation within 48 hours of discovery or notification of the occurrence; (c) cooperate with DOM and the Purchasing Entity in investigating the occurrence, including, but not limited to providing to DOM and the Purchasing Entity and assisting in the review of system, application, and access logs, conducting forensic audits of relevant systems, imaging relevant media, and making personnel available for interview; (d) indemnify and hold harmless DOM and the Purchasing Entity and its employees, officers, board members, agents, representatives, and officials from and against any and all claims, actions, suits, liabilities, damages, losses, settlements, demands, deficiencies, judgments, fines, penalties, taxes, costs and expenses (including the reasonable value of time of the Iowa Attorney General’s Office and the costs, expenses and attorney fees of other counsel retained by any Indemnitee) directly or indirectly related to, resulting from, or arising out of such occurrence; (e) be responsible for recreating lost Customer Data in the manner and on the schedule specified by DOM and the Purchasing Entity without charge; and, (g) provide to DOM and the Purchasing Entity a detailed plan within 10 calendar days of the occurrence describing the measures Vendor will undertake to prevent a future occurrence.
3. Survives Termination. Vendor’s duties, obligations, and liabilities as set forth in this Exhibit B (Security/Privacy, Business Continuity, and Disaster Recovery) shall survive termination of this Agreement and shall apply to all acts or omissions taken or made in connection with Vendor’s performance of this Agreement regardless of the date any

potential claim or breach is made or discovered by DOM, the Purchasing Entity, or their Authorized Contractors.