

Memorandum

To: Agency Fiscal Officers and Contract and Procurement Staff

From: Kimberly Kennison, Executive Financial Officer *Kimberly Kennison*

Date: August 25, 2025

Re: Purchase of Service Part II Standard Contract Template Revision

Overview

In order to comply with statutory requirements passed in the last legislative session (Public Acts 25-139 and 25-168), the Office of the Attorney General (OAG) and the Office of Policy and Management (OPM) have revised standard nondiscrimination contracting provision. In addition, we have revised the standard indemnification provision, the standard campaign contribution provision, and the standard summary of state ethics laws provision for clarification purposes. Finally, to comply with certain statutory and OPM Artificial Intelligence policy requirements, the OAG, OPM, and the Department of Administrative Services (DAS) have drafted new AI provisions for use in information technology contracts.

OPM has revised the Purchase of Service (POS) Part II Standard Contract Template with the updated provisions. The contract module in CORE-CT has been updated with the revised POS Part II contract language, which is available for new contracts effective today.

Attached are two POS Part II Standard Contract Template Word documents; the final version and the red-line version that contain the revisions to the nondiscrimination, indemnification, campaign contribution, state ethics, and new AI provisions.

Changes to POS Part II Standard Contract

<u>Document</u>	<u>Changes</u>	<u>Link</u>
POS Part II Standard Contract Template	<ul style="list-style-type: none">Section A – Detailed belowSection C – Detailed belowSection E – Detailed below	POS Part II

POS Part II Changes (Refer to the attached red-line document for the detailed changes)

- Section A - Subsection 1, Artificial Intelligence** – added term and definition
- Section A - Subsection 18, Term** – added term and definition
- Section C - Subsection 11 (a)(1), Indemnification** – language updated to “*third party* Claims arising, directly or indirectly, in connection with the Contract, ~~including the acts of commission or omission (collectively, the “Acts”) of the Contractor or Contractor Parties;~~ and
- Section C - Subsection 11 (a)(2)ii., Indemnification** – language updated to “Records, intellectual property rights *that may be included in the deliverables or performance*, other proprietary rights of any person or entity, copyrighted or uncopyrighted compositions, secret processes, patented or unpatented inventions, *trade secrets, trademarks,* or Goods furnished or used in the performance of the Contract.

For purposes of this provision, “Goods” means all things which are movable at the time that the Contract is effective and which includes, without limiting this definition, supplies, materials and equipment.”

- **Section E - Subsection 3, Utilization of Minority Business Enterprises** – Removed from the template.
- **Section E - Subsection 4, Priority Hiring** – Removed from the template.
- **Section E - Subsection 5, Non-Discrimination** – is now Subsection 3. Removed all existing language and the following new language has been added. *“The Contractor will not discriminate or permit discrimination against any person or group of persons pursuant to Conn. Gen. Stat. §§ 4a-60 and 4a-60a.”*
- **Section E - Subsection 9, Campaign Contribution Restriction.** – is now Subsection 7. Language updated to *“For all State contracts, defined in section 9-612 of the Connecticut General Statutes as having a value ~~in a calendar year~~ of \$50,000 or more, or a combination or series of such agreements or contracts having a value of \$100,000 or more in a calendar year, the authorized signatory to this ~~Contract~~ Agreement represents that they have received the State Elections Enforcement Commission’s (“SEEC”) notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice, as set forth in “SEEC Form 10: Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations.”* Link: <https://seec.ct.gov/Portal/data/forms/ContrForms/SEECStateContractorNotice.pdf>
- **Section E - Subsection 15, Artificial Intelligence.** – is a new subsection with all new language. See language within the document.

OPM has updated the [POS Part II Standard Contract Template webpage](#) to reflect these changes.

Please direct any questions to this updated guidance to Kevin Meakem (Kevin.Meakem@ct.gov).

cc: Mary Lenehan, Deputy Assistant Attorney General; Rosemarie Weber, Deputy Assistant Attorney General; Jeffrey Zeman, Deputy Section Chief; José Salinas, Assistant Attorney General; Jeanette Johnson, Assistant Attorney General; Leland Moore, Assistant Attorney General; Daphany Dixon, Paralegal Specialist; Nicole Hart, Paralegal Specialist; Allison Lineberry, Paralegal Specialist; Sharon Roma, Paralegal Specialist; Gareth D. Bye, OPM General Counsel