

Memorandum

To: Agency Fiscal Officers, and Contract and Procurement Staff

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

Date: September 30, 2025

Re: Purchase of Service Part II Standard Contract Template Revision

Overview

The Office of Policy and Management (OPM) has revised the Purchase of Service (POS) Standard Contract Template - Part II Terms and Conditions Non-Discrimination Provision pursuant to [Public Act 25-168 Section 227](#). In addition, the reference to the State Elections Enforcement Commission (SEEC) Form 10, Campaign Contributions Restriction, has been removed.

The contract module in CORE-CT will be updated with the revised POS part II contract language for new contracts on Friday October 3, 2025.

Attached are two POS Part II Standard Contract Templates: the final version and the red-line version.

Changes to POS Part II Standard Contract

<u>Document</u>	<u>Changes</u>	<u>Link</u>
POS Part II Standard Contract Template	• Section E – Detailed below	POS Part II

- **Section E - Subsection 3, Non-Discrimination** – language updated to remove *4a-60a*
- **Section E – Subsection 7, Campaign Contribution Restriction** – language updated to remove the reference to *SEEC Form 10*.

The revised POS Part II Standard Contract Template can be located on the [OPM website](#).

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