**LECTURER AGREEMENT**

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| --- | --- | --- | --- |
| **Agreement Number:** |   | **Check One:** | [ ]  Original [ ]  Amendment #  |
| **State Contracting** **Institution:** | Southern Connecticut State University (hereinafter “Institution” or “constituent unit”) |
| Street Address: | 501 Crescent Street |
| City: | New Haven | State: | CT | Zip: | 06515 |
| Tel#: |  | Agreement Monitor: |  |
| **Hereby enters into a Contract with:** |
| **Contractor Name:** | [Enter Full Legal Contractor Name] (hereinafter “Contractor”) |
| Street Address: |  |
| City: |  | State: |  | Zip: |  |
| Tel#: |  | E-Mail: |  |
| **Are you presently a State of CT Employee?** | [ ]  Yes [ ]  No | **Do you have an immediate family member who is a State of CT employee?** | [ ]  Yes [ ]  No |

|  |  |
| --- | --- |
| The term of this Agreement is from [ENTER DATE] through [ENTER DATE]Upon execution, this Agreement shall be deemed effective for the entire term. No amendment to this Agreement shall be valid or binding upon the parties unless made in writing, signed by the parties, and approved by the Office of the Attorney General (OAG), if applicable. | Indicate:[ ]  Master Agreement[ ]  Contract Award[ ]  Neither |
| This Agreement shall remain in full force and effect for the entire term of the Agreement, stated above, unless terminated by either party, by giving written notice of such intention (Required days’ notice specified at right) | REQUIRED NO.OF DAYSWRITTEN NOTICE |
|   |
| **CONTRACTOR AGREES TO**: [Enter Complete Description] |
| **Payment to be made under the following schedule after receipt of properly executed and approved invoices.**Fee of $[ENTER FEE AMOUNT] to be paid by constituent unit check within [ENTER NUMBER OF DAYS] days following the lecture and approval by constituent unit Official or his/her designee.Check the following, if applicable:[ ]  Airfare [ ]  Lodging [ ]  Meals [ ]  Other (specify) \_\_\_\_\_ Cost of which not to exceed $[Enter Other Cost]Note: Original receipts are required for reimbursement and shall be paid at cost and in accordance with the Institution’s Travel Policy. |
| Total Agreement shall not exceed: $ [ENTER AMOUNT] | Subject to Athletes and Entertainers’ Tax[ ]  Yes [ ]  No | Statutory AuthorityConn. Gen. Stat. § 10a-151b |
| Funding Source (If applicable): |
| Banner: |  | Authorized funding signature |  |  |
|  |
| Banner: |  | Authorized funding signature |  |  |
|  |

Rev. 09/2025

1. **GENERAL PROVISIONS**.
	1. **Professional Standards.**  In rendering services under this Agreement, the Contractor shall conform to high professional standards of work and business ethics. The Contractor warrants that the services shall be performed: 1) in a professional and workmanlike manner; and 2) in accordance with generally and currently accepted principles and practices. During the term of this Agreement, the Contractor agrees to provide to the Institution in a good and faithful manner, using its best efforts and in a manner that shall promote the interests of said Institution, such services as the Institution requests, provided in this Agreement.
	2. **Venue.**  The Institution shall furnish, at its expense, a venue for the presentation of **\_\_\_\_\_**’s (hereinafter referred to as “the Speaker”) lecture and any rehearsals required by the Speaker, including a theatre, hall or auditorium that is reasonably well-heated, ventilated, lighted and clean; stage curtains; and public address system in good working condition.
	3. **Advertising.** The Institution shall be entitled to advertise, at its discretion, the Speaker’s lecture to the Institution’s community, which may include the local public.

**1.4 Control of Performance.**  The Contractor agrees that the Institution shall exercise supervision, direction and control over the lecture, exclusive of changes in the content of the performance.

**1.5 Security.**  The Institution shall be solely responsible for providing venue security as it deems necessary in connection with the lecture and shall bear the expense thereof.

**1.6 Broadcast or Recording of Lecture.**  The parties agree that the Institution may make audio and video recordings of the Speaker’s lecture and include portions of such recordings or photography in Institution publications and advertising. Photographs, video, or recordings made by the Institution will be used only for Institution and student media purposes, including student yearbooks, or other commemorative or news publications or advertising. Institution agrees that it will not use flash photography and will not broadcast or distribute the Speaker’s lecture in its entirety without the Speaker’s prior written consent. Notwithstanding the foregoing, the Institution is not responsible for recordings made by individuals in attendance at the event.

 **Select one option, either the paragraph above or the alternative paragraph below. Delete the unused paragraph and these instructions in red.**

The Institution agrees that it shall not broadcast, photograph, record, film, tape or otherwise reproduce in any form, by any method, for any purpose, the Speaker’s lecture, in whole or in part, without the Contractor's prior written consent. Notwithstanding the foregoing, the Institution is not responsible for recordings made by individuals in attendance at the event.

**1.7 Notification of Arrival.**  The Contractor agrees that either it or the Speaker’s representative will telephone the Agreement Monitor identified above on a weekday between the hours of 10:00 a.m. and 4:00 p.m., Eastern Time, at least one (1) week prior to the date of the lecture, to convey information as to the estimated arrival time of the Speaker. If a rehearsal or set-up is not required, the Contractor agrees that it will instruct the Speaker that he/she must advise the Institution of his/her whereabouts at least ninety (90) minutes prior to the scheduled start of the lecture, and that he/she must arrive at the lecture venue within a reasonable time prior to the scheduled start of the lecture in order to ensure lecture can begin at the scheduled time. Alternate telephone contact and arrival times may be made by mutual agreement of the parties.

**1.8 Contractor Warranty.**  Contractor hereby warrants that it owns all rights, title and interest to, or is otherwise fully authorized to perform and display publicly, and to record, any and all parts of the event(s) covered by this Agreement, including without limitation all musical works, dramatic works, Literary works, pictorial and graphic works, chorographical works, and any merchandise sold in accordance with this Agreement. Contractor shall have the sole obligation to obtain all permits, licenses and authorizations necessary from the holder of any copyright or other proprietary right of any and all parts of the event covered by this Agreement, and shall immediately upon the request of the Institution, deliver written proof of such to the Institution.

**1.9 Impossibility of Lecture.**  If the Speaker's lecture is rendered impossible or hazardous or is otherwise prevented or impaired due to sickness, accident, interruption or failure of means of transportation, Act(s) of God, riots, strikes, labor difficulties, epidemics, earthquakes, closing of the Institution due to inclement weather, any act or order of any public authority, and/or any other cause or event, similar or dissimilar, beyond the control of the Contractor or the Institution, then each party's obligations to the other under this Agreement shall be excused and neither party shall have any liability to the other under or in connection with this Agreement. If the Speaker arrives at the performance venue under the influence of intoxicating beverages, illegal narcotics, or illegal drugs that prevent the Speaker from professionally performing, the Institution shall have the option to cancel this Agreement and the Contractor shall pay to the Institution all costs incurred by the Institution in connection with the Speaker's lecture including, but not limited to, costs of advertisement and the printing of tickets and programs, and all costs incurred in connection with the cancellation of the Speaker's lecture.

**1.10 Termination of Agreement.** Notwithstanding the foregoing, either party, in its sole discretion, may terminate this Agreement by giving written notice of such termination in advance, with at least the required number of days’ notice indicated on Page 1 of this Agreement. If the Institution terminates this Agreement with less than the days’ notice as indicated on Page 1, the Institution shall pay to the Contractor the fee due the Contractor hereunder as if the Speaker had performed. If the Contractor terminates this Agreement with less than the days' notice indicated on Page 1 of this Agreement, the Contractor shall pay to the Institution all costs incurred by the Institution in connection with the Speaker’s lecture including, but not limited to, costs of advertisement and the printing of tickets and programs, and all costs incurred in connection with the cancellation of the Speaker’s lecture.

**1.11 Use of Name, Likeness, Etc. of Speaker.**  Except as otherwise agreed to in writing, nothing contained herein is intended, nor shall it be construed, to grant the Institution any rights in connection with the use of the name, voice, likeness, logo or biographical information of the Speaker, with the exception of advertising the event in accordance with Section 1.3.

**1.12 No Agency or Joint Venture.** It is agreed that the Contractor signs this Agreement as an independent contractor and not as an employee or agent of the Institution. This Agreement shall not in any way be construed so as to create a partnership or any kind of joint undertaking or venture between the parties hereto.

**1.13 Assignment.** No right or duty, in whole or in part, of the Contractor under this Agreement may be assigned or delegated without the prior written consent of the Institution.

**1.14 State Liability.**  The State of Connecticut shall assume no liability for payment for services under the terms of this Agreement until the Contractor is notified that this Agreement has been accepted by the Institution and, if applicable, approved by the OAG.

**1.15 Inconsistency.** The parties agree that, should the terms of any purchase order or invoice issued in connection with this Agreement conflict with the terms of this Agreement, the terms of this Agreement shall prevail.

**The following provisions are to be used when applicable. Delete provisions that are not applicable and delete these instructions in red.**

**1.16 Sale of Merchandise.** The Contractor shall have the exclusive right to sell any and all types of merchandise containing the name, voice, likeness and/or logo of the Speaker (collectively, "Speaker's Merchandise"), with the prior approval of the Institution. The Contractor shall provide the Institution with at least one (1) week's notice of its intent to sell Speaker's Merchandise. The Institution shall be entitled to **[Enter a percentage, e.g. fifteen percent (\_\_%)]** of the gross receipts (after sales tax, if any) from such sales, which amount shall be paid to the Institution within thirty (30) days following the event. The Institution shall provide the Contractor will a well-lit location at the performance venue for merchandising. The provision of sales personnel shall be the responsibility of the Contractor.

**1.17 Sale of Food and Drink.** The parties agree that the sale of food and drinks by Institution in connection with the engagement shall be limited to areas located outside of the performance area as designated by the Institution and these areas shall not be visible from the stage.

**2. REQUIRED PROVISIONS – STATE OF CONNECTICUT.** References in this section to "contract" shall mean this Agreement and references to "contractor" shall mean the Contractor.

**2.1** Contractor, its employees and representatives shall at all times comply with all applicable laws, ordinances, statutes, rules, regulations, and orders of governmental authorities, including those having jurisdiction over its registration and licensing to perform services under this contract.

**2.2 Claims.** The Contractor agrees that the sole and exclusive means for the presentation of any claim against the State of Connecticut or constituent unit arising from this Agreement shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Contractor further agrees not to initiate any legal proceedings in any state or federal court in addition to, or in lieu of, said Chapter 53 proceedings.

**2.3 Indemnification.** The Contractor hereby agrees that it will indemnify and defend and hold harmless the State, its officers and its employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance of this agreement, including those arising out of injury to or death of Contractor's employees or subcontractors, whether arising before, during or after completion of the services hereunder and in any manner directly or indirectly caused, occasioned or contributed to in whole or in part, by reason of any act, omission, fault or negligence of Contractor or its employees, agents or subcontractors.

**2.4 Insurance.** The Contractor agrees that while providing services specified in this contract that it shall carry sufficient insurance (liability and/or other) as applicable according to the nature of the Contractor work site and the service(s) to be received so as to “save harmless” the State of Connecticut from any insurable cause whatsoever. If requested, certificates of such insurance shall be provided to the constituent unit.

**2.5 Forum and Choice of Law.** The parties deem the Contract to have been made in the City of Hartford, State of Connecticut. Both parties agree that it is fair and reasonable for the validity and construction of the contract to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by Federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The Contractor waives any objection which it may now have or will have to the laying of venue of any claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.

**2.6 Campaign Contribution Restrictions.**  For all state contracts, defined in section 9-612 of the Connecticut General Statutes as having a value 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 Agreement represents that they have received the State Elections Enforcement Commission’s notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice.

<https://seec.ct.gov/Portal/data/forms/ContrForms/seec_form_10_final.pdf>

***BEFORE OCTOBER 1 2025:*** *Use the following provision for contracts that will be signed by both parties prior to October 1, 2025. Delete if it is not applicable, and delete all instructions in red.*

**2.7 Non Discrimination.**

(a) For purposes of this Section, the following terms are defined as follows:

(1) “Commission” means the Commission on Human Rights and Opportunities;

(2) “Contract” and “contract” include any extension or modification of the Contract or contract;

(3) “Contractor” and “contractor” include any successors or assigns of the Contractor or contractor;

(4) “Gender identity or expression” means a person’s gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person’s physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person’s core identity or not being asserted for an improper purpose.

(5) “good faith” means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;

(6) “good faith efforts” shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;

(7) “marital status” means being single, married as recognized by the State of Connecticut, widowed, separated or divorced;

(8) “mental disability” means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association’s “Diagnostic and Statistical Manual of Mental Disorders”, or a record of or regarding a person as having one or more such disorders;

(9) “minority business enterprise” means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of C.G.S. § 32-9n; and

(10) “public works contract” means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

For purposes of this Section, the terms “Contract” and “contract” do not include a contract where each contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, unless the contract is a municipal public works contract or quasi-public agency project contract, (2) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in C.G.S. § 1-267, (3) the federal government, (4) a foreign government, or (5) an agency of a subdivision, state or government described in the immediately preceding enumerated items (1), (2), (3),or (4).

(b) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status as a veteran, status as a victim of domestic violence, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to ensure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status as a veteran, status as a victim of domestic violence intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an “affirmative action equal opportunity employer” in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers’ representative of the Contractor’s commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and C.G.S. §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to C.G.S. §§ 46a-56, 46a-68e, 46a-68f and 46a-86; and (5) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and C.G.S. § 46a-56. If the contract is a public works contract, municipal public works contract or contract for a quasi-public agency project, the Contractor agrees and warrants that he or she will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works or quasi-public agency projects.

(c) Determination of the Contractor’s good faith efforts shall include, but shall not be limited to, the following factors: The Contractor’s employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

(d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.

(e) The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and in every subcontract entered into in order to fulfill any obligation of a municipal public works contract for a quasi-public agency project, and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with C.G.S. § 46a-56, as amended; provided if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission regarding a State contract, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

(f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.

(g) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Contractor agrees to provide each labor union or representative of workers with which such Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which such Contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers’ representative of the Contractor’s commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to C.G.S. § 46a-56; and (4) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this Section and C.G.S. § 46a-56.

(h) The Contractor shall include the provisions of the foregoing paragraph in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with C.G.S. § 46a-56 as amended; provided, if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission regarding a State contract, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

(i) Pursuant to subsection (c) of section 4a-60 and subsection (b) of section 4a-60a of the Connecticut General Statutes, the Contractor, for itself and its authorized signatory of this Contract, affirms that it understands the obligations of this section and that it will maintain a policy for the duration of the Contract to assure that the Contract will be performed in compliance with the nondiscrimination requirements of such sections. The Contractor and its authorized signatory of this Contract demonstrate their understanding of this obligation by (A) having provided an affirmative response in the required online bid or response to a proposal question which asks if the contractor understands its obligations under such sections, (B) signing this Contract, or (C) initialing this nondiscrimination affirmation in the following box:

***ON OR AFTER OCTOBER 1, 2025****: Use the following provision for contracts that will be signed by both parties on or after October 1, 2025. Delete if it is not applicable, and delete all instructions in red.*

Nondiscrimination.

(a) For purposes of this Section, the following terms are defined as follows:

* + 1. "Commission" means the Commission on Human Rights and Opportunities;
		2. "Contract" and “contract” include any extension or modification of the Contract or contract;
		3. "Contractor" and “contractor” include any successors or assigns of the Contractor or contractor;
		4. "Gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose;
		5. “good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;
		6. "good faith efforts" includes, but is not limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;
		7. "marital status" means being single, married as recognized by the state of Connecticut, widowed, separated or divorced;
		8. "mental disability" means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association's "Diagnostic and Statistical Manual of Mental Disorders", or a record of or regarding a person as having one or more such disorders;
		9. "minority business enterprise" means any small contractor (1) fifty-one per cent or more of the capital stock, if any, or assets of which are owned by a person or persons who (a) exercise operational authority over the daily affairs of the enterprise, (b) have the power to direct the management and policies and receive the beneficial interest of the enterprise, (c) possess managerial and technical competence and experience directly related to the principal business activities of the enterprise, and (d) are members of a minority, as defined in C.G.S. § 32-9n, or are individuals with a disability, or (2) which is a nonprofit corporation in which fifty-one per cent or more of the persons who exercise operational authority over the enterprise, (a) possess managerial and technical competence and experience directly related to the principal business activities of the enterprise, (b) have the power to direct the management and policies of the enterprise, and (c) are member of a minority, as defined in C.G.S. § 32-9n, or are individuals with a disability; and
		10. "public works contract" means any agreement (A) for construction, rehabilitation, conversion, extension, demolition or repair of changes or improvements in real property, and (B) that is financed in whole or in part by the state, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees where such funding equals one hundred fifty thousand dollars or more.

For purposes of this Section, the terms “Contract” and “contract” do not include a contract where each contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, unless the contract is a public works contract, (2) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in C.G.S. § 1-267, (3) the federal government, (4) a foreign government, or (5) an agency of a subdivision, state or government described in the immediately preceding enumerated items (1), (2), (3),or (4).

(b) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, sexual orientation, gender identity or expression, status as a veteran, status as a victim of domestic violence, status as a victim of sexual assault or status as a victim of trafficking in persons, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to ensure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, sexual orientation, status as a veteran, status as a victim of domestic violence, status as a victim of sexual assault or status as a victim of trafficking in persons, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action‑equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers’ representative of the Contractor's commitments under this Section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and Connecticut General Statutes §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes §§ 46a-56, 46a-68e, 46a-68f and 46a-86; and (5) the Contractor agrees to provide the Commission with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and Connecticut General Statutes § 46a-56. If the contract is a public works contract, the Contractor agrees and warrants that he or she will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works projects.

(c) Determination of the Contractor's good faith efforts shall include, but shall not be limited to, the following factors: The Contractor's employment and subcontracting policies, patterns and practices; the timing and value of bids; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

(d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.

(e) The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State, and in every subcontract entered into in order to fulfill any obligation of a public works contract, and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions, including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided, if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

(f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.

(g) Pursuant to subsection (c) of section 4a-60 of the Connecticut General Statutes, the Contractor, for itself and its authorized signatory of this Contract, affirms that it understands the obligations of this Section and that it will maintain a policy for the duration of the Contract to assure that the Contract will be performed in compliance with the nondiscrimination requirements of such section. The Contractor and its authorized signatory of this Contract demonstrate their understanding of this obligation by (A) having provided an affirmative response in the required online bid or response to a proposal question which asks if the contractor understands its obligations under such sections, (B) signing this Contract, or (C) initialing this nondiscrimination affirmation in the following box: ⬜

**2.8 Family Educational Rights and Privacy Act (FERPA)**. In performing services pursuant to this contract, Contractor shall comply with the provisions of the Family Educational Rights and Privacy Act (FERPA). For purposes of this contract, FERPA includes any amendments or other relevant provisions of federal law, as well as all requirements of Chapter 99 of Title 34 of the Code of Federal Regulations, as amended from time to time. Nothing in this agreement may be construed to allow Contractor to maintain, use, disclose or share student information in a manner not allowed by federal law or regulation or by this contract. Contractor agrees that it shall not provide any student information obtained under this contract to any party ineligible to receive data protected by FERPA. This section shall survive the termination, cancellation or expiration of the contract.

**2.9 Executive Orders and Other Enactments.**

(a) All references in this Contract to any Federal, State, or local law, statute, public or special act, executive order, ordinance, regulation or code (collectively, “Enactments”) shall mean Enactments that apply to the Contract at any time during its term, or that may be made applicable to the Contract during its term. This Contract shall always be read and interpreted in accordance with the latest applicable wording and requirements of the Enactments. Unless otherwise provided by Enactments, the Contractor is not relieved of its obligation to perform under this Contract if it chooses to contest the applicability of the Enactments or the Client Agency’s authority to require compliance with the Enactments.

(b) This Contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of this Contract as if they had been fully set forth in it.

(c) This Contract may be subject to (1) Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services; and (2) Executive Order No. 61 of Governor Dannel P. Malloy promulgated December 13, 2017 concerning the Policy for the Management of State Information Technology Projects, as issued by the Office of Policy and Management, Policy ID IT-SDLC-17-04. If any of the Executive Orders referenced in this subsection is applicable, it is deemed to be incorporated into and made a part of this Contract as if fully set forth in it.

**2.10 Power to Execute.**  The individual signing this Agreement on behalf of the Contractor certifies that s/he has full authority to execute the same on behalf of the Contractor and that this Agreement has been duly authorized, executed and delivered by the Contractor and is binding upon the Contractor in accordance with its terms.

**2.11 Sovereign Immunity.** The parties acknowledge and agree that nothing in this Contract shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of this Contract. To the extent that this section conflicts with any other section, this section shall govern.

**2.12 Non-Waiver**. None of the conditions of this Contract shall be considered waived by the State or the Contractor unless given in writing. No such waiver shall be a waiver of any past or future default, breach, or modification of any of the conditions of this Contract unless expressly stipulated in such waiver. In no event shall the making by the State of any payment to the Contractor constitute or be construed as a waiver by the State of any breach of covenant, or any default which may then exist, on the part of the Contractor and the making of any such payment by the State while any such breach or default exists shall in no way impair or prejudice any right or remedy available to the State in respect to such breach or default.

**2.13 Entire Agreement.** This written contract shall constitute the entire agreement between the parties and no other terms and conditions in any document, acceptance or acknowledgment shall be effective or binding unless expressly agreed to in writing by the constituent unit. This contract may not be changed other than by a formal written contract amendment signed by the parties hereto and, if applicable, approved by the Connecticut Attorney General.

**2.14 Independent Contractor.** The Contractor is an independent contractor and does not satisfy the characteristics of an employee under the common law rules for determining the employer/employee relationship of Internal Revenue Code Section 3121 (d) (2). Individuals performing services as independent contractors are not employees of the State of Connecticut and are responsible themselves for payment of all State and local income taxes, federal income taxes and Federal Insurance Contribution Act (FICA) taxes.

**2.15.** *Include this provision if the contract value is ≥ $50,000. Delete if it is not applicable, and delete all instructions in red.*  **Large State Contract Representation for Contractor.** Pursuant to section 4-252 of the Connecticut General Statutes and Acting Governor Susan Bysiewicz Executive Order No. 21-2, promulgated July 1, 2021, the Contractor, for itself and on behalf of all of its principals or key personnel who submitted a bid or proposal, represents: That no gifts were made by (A) the Contractor, (B) any principals and key personnel of the Contractor, who participate substantially in preparing bids, proposals or negotiating State contracts, or (C) any agent of the Contractor or principals and key personnel, who participates substantially in preparing bids, proposals or negotiating State contracts, to (i) any public official or State employee of the State agency or quasi- public agency soliciting bids or proposals for State contracts, who participates substantially in the preparation of bid solicitations or requests for proposals for State contracts or the negotiation or award of State contracts, or (ii) any public official or State employee of any other State agency, who has supervisory or appointing authority over such State agency or quasi-public agency; That no such principals and key personnel of the Contractor, or agent of the Contractor or of such principals and key personnel, knows of any action by the Contractor to circumvent such prohibition on gifts by providing for any other principals and key personnel, official, employee or agent of the Contractor to provide a gift to any such public official or State employee; and That the Contractor is submitting bids or proposals without fraud or collusion with any person.

**2.16.** *Include this provision if the contract value is ≥ $50,000. Delete if it is not applicable, and delete all instructions in red.*  **Large State Contract Representation for Representative of State Agency.**  Pursuant to section 4-252 of the Connecticut General Statutes and Acting Governor Susan Bysiewicz Executive Order No. 21-2, promulgated July 1, 2021, the State agency official or employee represents that the selection of the person, firm or corporation was not the result of collusion, the giving of a gift or the promise of a gift, compensation, fraud or inappropriate influence from any person.

**2.17.** *Include this provision if the contract value is ≥ $50,000. Delete if it is not applicable, and delete all instructions in red.*  **Consulting Agreements Representation.** Pursuant to section 4a-81 of the Connecticut General Statutes, the person signing this Contract on behalf of the Contractor represents, to their best knowledge and belief and subject to the penalty of false statement as provided in section 53a-157b of the Connecticut General Statutes, that the Contractor has not entered into any consulting agreements in connection with this Contract, except for the agreements listed below or in an attachment to this Contract. "Consulting agreement" means any written or oral agreement to retain the services, for a fee, of a consultant for the purposes of (A) providing counsel to a contractor, vendor, consultant or other entity seeking to conduct, or conducting, business with the State, (B) contacting, whether in writing or orally, any executive, judicial, or administrative office of the State, including any department, institution, bureau, board, commission, authority, official or employee for the purpose of solicitation, dispute resolution, introduction, requests for information, or (C) any other similar activity related to such contracts. "Consulting agreement" does not include any agreements entered into with a consultant who is registered under the provisions of chapter 10 of the Connecticut General Statutes as of the date such contract is executed in accordance with the provisions of section 4a-81 of the Connecticut General Statutes.

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Consultant’s Name and Title Name of Firm (if applicable)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Start Date End Date Cost

The basic terms of the consulting agreement are: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of Services Provided: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is the consultant a former State employee or former public official?  YES  NO

If YES:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name of Former State Agency Termination Date of Employment

**2.18.** *Include this provision if the contract value is ≥ $500,000. Delete if it is not applicable, and delete all instructions in red.*  **Summary of State Ethics Laws.** Pursuant to the requirements of section 1-101qq of the Connecticut General Statutes (a) the State has provided to the Contractor the summary of State ethics laws developed by the Office of State Ethics pursuant to section 1-81b of the Connecticut General Statutes, which summary is incorporated by reference into and made a part of this Contract as if the summary had been fully set forth in this Contract; (b) the Contractor represents that the chief executive officer or authorized signatory of the Contract and all key employees of such officer or signatory have read and understood the summary and agree to comply with the provisions of state ethics law; (c) prior to entering into a contract with any subcontractors or consultants, the Contractor shall provide the summary to all subcontractors and consultants and each such contract entered into with a subcontractor or consultant on or after July 1, 2021, shall include a representation that each subcontractor or consultant and the key employees of such subcontractor or consultant have read and understood the summary and agree to comply with the provisions of state ethics law; (d) failure toinclude such representations in such contracts with subcontractors or consultants shall be cause for termination of the Contract; and (e) each contract with such contractor, subcontractor or consultant shall incorporate such summary by reference as a part of the contract terms.

**2.19.** *Include this provision if the contract value is ≥ $500,000. Delete if it is not applicable, and delete all instructions in red.*  **Iran Energy Investment Certification.** (a) Pursuant to section 4-252a of the Connecticut General Statutes, the Contractor certifies that it has not made a direct investment of twenty million dollars or more in the energy sector of Iran on or after October 1, 2013, as described in Section 202 of the Comprehensive Iran Sanctions, Accountability and Divestment Act of 2010, and has not increased or renewed such investment on or after said date. (b) If the Contractor makes a good faith effort to determine whether it has made an investment described in subsection (a) of this section then the Contractor shall not be deemed to be in breach of the Contract or in violation of this section. A "good faith effort" for purposes of this subsection includes a determination that the Contractor is not on the list of persons who engage in certain investment activities in Iran created by the Department of General Services of the State of California pursuant to Division 2, Chapter 2.7 of the California Public Contract Code. Nothing in this subsection shall be construed to impair the ability of the State agency or quasi-public agency to pursue a breach of contract action for any violation of the provisions of the Contract.

**2.20.** *Include this provision if the contract value is ≥ $2,500,000. Delete if it is not applicable, and delete all instructions in red.*  **Disclosure of Records.** This Contract may be subject to the provisions of section 1-218 of the Connecticut General Statutes. In accordance with this statute, each contract in excess of two million five hundred thousand dollars between a public agency and a person for the performance of a governmental function shall (a) provide that the public agency is entitled to receive a copy of records and files related to the performance of the governmental function, and (b) indicate that such records and files are subject to the Freedom of Information Act (FOIA) and may be disclosed by the public agency pursuant to FOIA. No request to inspect or copy such records or files shall be valid unless the request is made to the public agency in accordance with FOIA. Any complaint by a person who is denied the right to inspect or copy such records or files shall be brought to the Freedom of Information Commission in accordance with the provisions of sections 1-205 and 1‑206 of the Connecticut General Statutes.

**2.21.** *Include this provision if the contract value is ≥ $5,000,000. Delete if it is not applicable, and delete all instructions in red.*  **Whistleblower.** This contract may be subject to the provisions of Section 4-61dd of the Connecticut General Statutes. In accordance with this statute, if an officer, employee or appointing authority of the Contractor takes or threatens to take any personnel action against any employee of the Contractor in retaliation for such employee’s disclosure of information to any employee of the contracting state or quasi-public agency or the Auditors of Public Accounts or the Attorney General under the provisions of subsection (a) of such statute, the Contractor shall be liable for a civil penalty of not more than five thousand dollars for each offense, up to a maximum of twenty per cent of the value of this contract. Each violation shall be a separate and distinct offense and in the case of a continuing violation, each calendar day’s continuance of the violation shall be deemed to be a separate and distinct offense. The State may request that the Attorney General bring a civil action in the Superior Court for the Judicial District of Hartford to seek imposition and recovery of such civil penalty. In accordance with subsection (f) of such statute, each large state contractor, as defined in the statute, shall post a notice of the provisions of the statute relating to large state contractors in a conspicuous place which is readily available for viewing by the employees of the contractor.

**SIGNATURE PAGE TO FOLLOW**

**ACCEPTANCES AND APPROVALS**

|  |  |
| --- | --- |
| **[Enter Contractor’s Legal Name]****[Statutory Authority of Contractor, if applicable]** | **Southern Connecticut State University** |
| By: |  | By: |  |
| Print Name: |  | Print Name: |  |
| Title: |  | Title: |  |
| Date: |  | Date: |  |

This Contract template, having been reviewed and approved by the Connecticut Attorney General, is exempt from review pursuant to a Memorandum of Agreement between the Connecticut State Colleges and Universities, Board of Regents for Higher Education and the Connecticut Attorney General dated March 13, 2024. Therefore, no signature is required.