

RTK 10-128CT

Standard Purchase Order 63001423, 1



Supplier: SOLUTIONS 21 INC
152 WABASH ST
PITTSBURGH, PA 15220
United States

Ship To: PLCB CO 8410
NORTHWEST OFFICE BUILDING, ROOM 221
910 CAPITAL STREET
HARRISBURG, PA 17124
United States

Bill To: PLCB - AP OFFICE
NORTHWEST OFFICE BUILDING, ROOM 301
910 CAPITAL STREET
HARRISBURG, PA 17124
United States

Order	63001423
Revision	1
Type	Standard Purchase Order
Order Date	22-APR-2009
Purchasing Agent	Bell, MS. Patricia
Revision Date	16-JAN-2010
Revised By	Bell, MS. Patricia

Supplier No.	Payment Terms	Freight Terms	FOB	Ship Via
14578	Net 30			
Supplier Contact and Telephone #		Purchasing Agent, Email Address and Telephone #		
		Bell, MS. Patricia PATBELL@STATE.PA.US		

Notes: 1/16-10 - TLM: EXERCISE OPTION #1. EXTENDED THE EFFECTIVE TERM OF LI 10 THROUGH LI 13 AND ADDED LI 14 THROUGH 17 TO CONTINUE THE ATTACHED CONTRACT FOR THE PLCB'S RETAIL STAFF PROFESSIONAL DEVELOPMENT PROGRAM FOR ONE YEAR FOR THE PERIOD 1/29/2010 THROUGH 1/28/2011.

THE PLCB RESERVES THE RIGHT TO EXTEND THIS CONTRACT FOR FOUR (4) ONE (1) YEAR OPTION PERIODS, SUBJECT TO THE TERMS AND CONDITIONS SET FORTH IN THE INITIAL CONTRACT TERM. THE PLCB SHALL EXERCISE THAT RIGHT BY PROVIDING WRITTEN NOTICE TO THE CONTRACTOR OF ITS INTENT TO EXERCISE THE OPTION NO LATER THAN NINETY (90) DAYS PRIOR TO EXPIRATION OF THE CONTRACT TERM OR OPTION YEAR THEN IN EFFECT.

THIS PURCHASE ORDER 63001423 WAS CREATED TO PERMIT PAYMENT OF INVOICES IN ORACLE FOR SERVICES ORIGINALLY AGREED UPON IN CONTRACT 20081103 DATED JANUARY 29, 2009. THE TERMS AND CONDITIONS OF CONTRACT 20081103 SHALL REMAIN IN FULL FORCE AND EFFECT.

PLEASE REFERENCE PURCHASE ORDER NO. 63001423 ON ALL INVOICES.

LINE ITEMS SHALL BE COMPLETED IN ACCORDANCE WITH CONTRACT NUMBER 20081103 - PLCB RETAIL STAFF PROFESSIONAL DEVELOPMENT PROGRAM; SOLUTIONS 21'S RESPONSE TO THE PLCB'S RFP 20081103; AND THE PLCB'S RFP 20081103 .

CONTRACT TERM: JANUARY 29, 2009 THROUGH JANUARY 28, 2010

THE PLCB RESERVES THE RIGHT TO EXTEND THIS CONTRACT FOR FIVE (5) ONE (1) YEAR OPTION PERIODS, SUBJECT TO THE TERMS AND CONDITIONS SET FORTH IN THE INITIAL CONTRACT TERM. THE PLCB SHALL EXERCISE THAT RIGHT BY PROVIDING WRITTEN NOTICE TO THE CONTRACTOR OF ITS INTENT TO EXERCISE THE OPTION NO LATER THAN NINETY (90) DAYS PRIOR TO EXPIRATION OF THE CONTRACT TERM OR OPTION YEAR THEN IN EFFECT.

CONTACT PERSON: KAREN MURACO
 CONTACT'S PHONE: (412) 921-2171
 E-MAIL ADDRESS: kmuraco@solutions-21.com

Reference Documents: CONTRACT.pdf
 All prices and amounts on this order are expressed in USD

Line	Part Number / Description	Delivery Date/Time	Quantity	UOM	Unit Price (USD)	Amount (USD)
1		Needed: 29-JAN-2009 09:52:00	1	Each	4870	4870.00
	TASK 1 - DEVELOPMENT OF COMPREHENSIVE WORK/PROJECT PLAN FY08					
	PROVIDE A COMPREHENSIVE WORK PLAN IDENTIFYING APPROACH, METHODOLOGY AND A TIME LINE FOR ALL DELIVERABLES FOR THIS PROGRAM.					
	Ship To: Use the ship-to address at the top of page 1					
2		Needed: 29-JAN-2009 09:52:00	5	Monthly	6483.33	32416.65
	TASK 2 - PROJECT LEAD ONSITE IN HARRISBURG FY08					
	PROVIDE ONE (1) FULL-TIME INDIVIDUAL TO BE STATIONED ON-SITE AT THE PLCB NORTHWEST OFFICE BUILDING IN HARRISBURG, PA FOR THE SUPPORT AND IMPLEMENTATION OF THIS PROGRAM.					
	EFFECTIVE: JANUARY 29, 2009 THROUGH JUNE 30, 2009					
	Ship To: Use the ship-to address at the top of page 1					
3		Needed: 29-JAN-2009 09:52:00	30	Each	1451	43530.00
	TASK 3 - TRAIN THE TRAINER FY08					
	PROVIDE INSTRUCTOR-LED TRAIN-THE-TRAINER SESSIONS FOR APPROXIMATELY SIX HUNDRED SEVENTY (670) PLCB MANAGERS. THIS INCLUDES REGIONAL MANAGERS (RMs), DISTRICT MANAGERS (DMs), AND GENERAL MANAGERS (GMs) - TO PREPARE THEM TO PROVIDE CUSTOMER SERVICE, COMMUNICATION, ENGAGEMENT, AND CHANGE MANAGEMENT TRAINING TO THEIR EMPLOYEES.					

Line	Part Number / Description	Delivery Date/Time	Quantity	UOM	Unit Price (USD)	Amount (USD)
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Ship To:
Use the ship-to address at the top of page 1

4		Needed: 29-JAN-2009 09:52:00	6	Each	285.83	1714.98
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TASK 4 - COURSEWARE/MATERIALS DEVELOPMENT FY08

DEVELOP AND PROVIDE ALL CONTENT, MATERIALS, AND SUPPORT FOR CONTRACTOR-TRAINED PLCB MANAGERS TO FACILITATE TRAINING SESSIONS FOR PLCB STORE EMPLOYEES.

EFFECTIVE: JANUARY 29, 2009 THROUGH JUNE 30, 2009

Ship To:
Use the ship-to address at the top of page 1

5		Needed: 29-JAN-2009 09:52:00	1	Lot	28810	28810.00
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TASK 5 - PREWORK ASSESSMENT/MATERIALS PRINTING/DISTRIBUTION FY08

Ship To:
Use the ship-to address at the top of page 1

6		Needed: 29-JAN-2009 09:52:00	1	Each	0	0.00
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TASK 6 - TRAINING ADMINISTRATION - NO CHARGE

PROVIDE A TRACKING SYSTEM TO ACCURATELY RECORD COMPLETION OF INSTRUCTOR-LED TRAINING SESSIONS FOR EACH PLCB MANAGER AND COMPLETION OF MANAGER-FACILITATED TRAINING FOR EACH PLCB STORE EMPLOYEE

NO CHARGE

Ship To:
Use the ship-to address at the top of page 1

7		Needed: 29-JAN-2009 09:52:00	5	Monthly	569.16	2845.80
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TASK 7 - CUSTOMIZATION OF TRAINING REGISTRATION AND EVALUATION APPLICATION ONLY FY08

PROVIDE AN OUTCOME EVALUATION AND REPORTING SYSTEM THAT MEASURES THE EFFECTIVENESS OF ALL COMPONENTS OF THE TRAINING PROGRAM, REPORT THIS TO PLCB SENIOR MANAGEMENT ON A REGULAR BASIS, AND PROVIDE OPTIONS FOR IMPROVING METHODOLOGY BASED ON FEEDBACK.

NO CHARGE FOR USE AND NO CHARGE FOR LICENSING FEES.

EFFECTIVE: JANUARY 29, 2009 THROUGH JUNE 30, 2009

Ship To:

Line	Part Number / Description	Delivery Date/Time	Quantity	UOM	Unit Price (USD)	Amount (USD)
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Use the ship-to address at the top of page 1

8	Needed: 29-JAN-2009 09:52:00	512000	Each	.01	5120.00
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TASK 8 - COMMUNICATIONS PLAN FY08

PROVIDE TOOLS AND VERBIAGE FOR COMMUNICATING THE MISSION AND PROGRESS OF THE PROGRAM TO KEY STAKEHOLDERS AND TO THE PUBLIC.

Ship To:
Use the ship-to address at the top of page 1

9	Needed: 29-JAN-2009 09:52:00	500000	Each	.01	5000.00
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ESTIMATED TRAVEL AND SUBSISTENCE COSTS FY08

THE PLCB WILL REIMBURSE THE CONTRACTOR FOR ITS ACTUAL TRAVEL AND SUBSISTENCE COSTS IN ACCORDANCE WITH THE REQUIREMENTS OF COMMONWEALTH MANAGEMENT DIRECTIVE 230.10 TRAVEL AND SUBSISTENCE ALLOWANCES, WHICH CAN BE ACCESSED AT www.oa.state.pa.us.

THE PLCB WILL REIMBURSE THE ON-SITE FULL-TIME CONTRACTOR-PROVIDED INDIVIDUAL FOR ITS ACTUAL TRAVEL AND SUBSISTENCE COSTS INCURRED FOR THE INSTRUCTOR-LEAD-TRAIN-THE-TRAINER SESSIONS HELD IN LOCATIONS OTHER THAN HARRISBURG, PA IN ACCORDANCE WITH THE REQUIREMENTS OF COMMONWEALTH MANAGEMENT DIRECTIVE 230.10 TRAVEL AND SUBSISTENCE ALLOWANCES. NO OTHER TRAVEL AND SUBSISTENCE COSTS WILL BE REIMBURSED UNLESS SPEDIFICALLY APPROVED IN ADVANCE BY THE PLCB.

EFFECTIVE: JANUARY 29, 2009 THROUGH JUNE 30, 2009

Ship To:
Use the ship-to address at the top of page 1

10	TASK 2 - PROJECT LEAD ONSITE IN HARRISBURG FY09	12	Monthly	6483.33	77799.96
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PROVIDE ONE (1) FULL-TIME INDIVIDUAL TO BE STATIONED ON-SITE AT THE PLCB NORTHWEST OFFICE BUILDING IN HARRISBURG, PA FOR THE SUPPORT AND IMPLEMENTATION OF THIS PROGRAM.

EFFECTIVE: JULY 1, 2009 THROUGH JUNE 30, 2010

Ship To: Use the ship-to address at the top of page 1	Needed: 01-JUL-2009 00:00:00	7 Monthly
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Ship To: Use the ship-to address at the top of page 1	Needed: 01-JUL-2009 00:00:00	5 Monthly
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Line	Part Number / Description	Delivery Date/Time	Quantity	UOM	Unit Price (USD)	Amount (USD)
11	TASK 4 - COURSEWARE/MATERIALS DEVELOPMENT FY09		28	Each	285.83	8003.24
	DEVELOP AND PROVIDE ALL CONTENT, MATERIALS, AND SUPPORT FOR CONTRACTOR-TRAINED PLCB MANAGERS TO FACILITATE TRAINING SESSIONS FOR PLCB STORE EMPLOYEES.					
	EFFECTIVE: JULY 1, 2009 THROUGH JUNE 30, 2010					
	Ship To: Use the ship-to address at the top of page 1	Needed: 01-JUL-2009 00:00:00	18	Each		
	Ship To: Use the ship-to address at the top of page 1	Needed: 01-JUL-2009 00:00:00	10	Each		
12	TASK 7 - CUSTOMIZATION OF TRAINING REGISTRATION AND EVALUATION APPLICATION FY09		12	Monthly	569.16	6829.92
	PROVIDE AN OUTCOME EVALUATION AND REPORTING SYSTEM THAT MEASURES THE EFFECTIVENESS OF ALL COMPONENTS OF THE TRAINING PROGRAM, REPORT THIS TO PLCB SENIOR MANAGEMENT ON A REGULAR BASIS, AND PROVIDE OPTIONS FOR IMPROVING METHODOLOGY BASED ON FEEDBACK.					
	NO CHARGE FOR USE AND NO CHARGE FOR LICENSING FEES.					
	EFFECTIVE: JULY 1, 2009 THROUGH JUNE 30, 2010					
	Ship To: Use the ship-to address at the top of page 1	Needed: 01-JUL-2009 00:00:00	7	Monthly		
	Ship To: Use the ship-to address at the top of page 1	Needed: 01-JUL-2009 00:00:00	5	Monthly		
13	ESTIMATED TRAVEL AND SUBSISTENCE COSTS FY09		805000	Each	.01	8050.00
	THE PLCB WILL REIMBURSE THE CONTRACTOR FOR ITS ACTUAL TRAVEL AND SUBSISTENCE COSTS IN ACCORDANCE WITH THE REQUIREMENTS OF COMMONWEALTH MANAGEMENT DIRECTIVE 230.10 TRAVEL AND SUBSISTENCE ALLOWANCES, WHICH CAN BE ACCESSED AT www.oa.state.pa.us .					
	THE PLCB WILL REIMBURSE THE ON-SITE FULL-TIME CONTRACTOR-PROVIDED INDIVIDUAL FOR ITS ACTUAL TRAVEL AND SUBSISTENCE COSTS INCURRED FOR THE INSTRUCTOR-LEAD-TRAIN-THE-TRAINER SESSIONS HELD IN LOCATIONS OTHER THAN HARRISBURG, PA IN ACCORDANCE WITH THE REQUIREMENTS OF COMMONWEALTH MANAGEMENT DIRECTIVE 230.10 TRAVEL AND SUBSISTENCE ALLOWANCES. NO OTHER TRAVEL AND SUBSISTENCE COSTS WILL BE REIMBURSED UNLESS SPEDIFICALLY APPROVED IN ADVANCE BY THE PLCB.					

Line	Part Number / Description	Delivery Date/Time	Quantity	UOM	Unit Price (USD)	Amount (USD)
	EFFECTIVE: JULY 1, 2009 THROUGH JUNE 30, 2010					
	Ship To: Use the ship-to address at the top of page 1	Needed: 01-JUL-2009 00:00:00	180000	Each		
	Ship To: Use the ship-to address at the top of page 1	Needed: 01-JUL-2009 00:00:00	625000	Each		
14		Needed: 01-JUL-2010 00:00:00	7	Monthly	6483.33	45383.31
	TASK 2 - PROJECT LEAD ONSITE IN HARRISBURG FY10					
	PROVIDE ONE (1) FULL-TIME INDIVIDUAL TO BE STATIONED ON-SITE AT THE PLCB NORTHWEST OFFICE BUILDING IN HARRISBURG, PA FOR THE SUPPORT AND IMPLEMENTATION OF THIS PROGRAM.					
	EFFECTIVE: JULY 1, 2010 THROUGH JANUARY 28, 2011					
	Ship To: Use the ship-to address at the top of page 1					
15		Needed: 01-JUL-2010 00:00:00	14	Each	285.83	4001.62
	TASK 4 - COURSEWARE/MATERIALS DEVELOPMENT FY10					
	DEVELOP AND PROVIDE ALL CONTENT, MATERIALS, AND SUPPORT FOR CONTRACTOR-TRAINED PLCB MANAGERS TO FACILITATE TRAINING SESSIONS FOR PLCB STORE EMPLOYEES.					
	EFFECTIVE: JULY 1, 2010 THROUGH JANUARY 28, 2011					
	Ship To: Use the ship-to address at the top of page 1					
16		Needed: 01-JUL-2010 00:00:00	7	Monthly	569.16	3984.12
	TASK 7 - CUSTOMIZATION OF TRAINING REGISTRATION AND EVALUATION APPLICATION FY 10					
	PROVIDE AN OUTCOME EVALUATION AND REPORTING SYSTEM THAT MEASURES THE EFFECTIVENESS OF ALL COMPONENTS OF THE TRAINING PROGRAM, REPORT THIS TO PLCB SENIOR MANAGEMENT ON A REGULAR BASIS, AND PROVIDE OPTIONS FOR IMPROVING METHODOLOGY BASED ON FEEDBACK.					
	NO CHARGE FOR USE AND NO CHARGE FOR LICENSING FEES.					
	EFFECTIVE: JULY 1, 2010 THROUGH JANUARY 28, 2011					
	Ship To: Use the ship-to address at the top of page 1					

Line	Part Number / Description	Delivery Date/Time	Quantity	UOM	Unit Price (USD)	Amount (USD)
17	ESTIMATED TRAVEL AND SUBSISTENCE COSTS FY10	Needed: 01-JUL-2010 00:00:00				8750.00
<p>THE PLCB WILL REIMBURSE THE CONTRACTOR FOR ITS ACTUAL TRAVEL AND SUBSISTENCE COSTS IN ACCORDANCE WITH THE REQUIREMENTS OF COMMONWEALTH MANAGEMENT DIRECTIVE 230.10 TRAVEL AND SUBSISTENCE ALLOWANCES, WHICH CAN BE ACCESSED AT www.oa.state.pa.us.</p>						
<p>THE PLCB WILL REIMBURSE THE ON-SITE FULL-TIME CONTRACTOR-PROVIDED INDIVIDUAL FOR ITS ACTUAL TRAVEL AND SUBSISTENCE COSTS INCURRED FOR THE INSTRUCTOR-LEAD-TRAIN-THE-TRAINER SESSIONS HELD IN LOCATIONS OTHER THAN HARRISBURG, PA IN ACCORDANCE WITH THE REQUIREMENTS OF COMMONWEALTH MANAGEMENT DIRECTIVE 230.10 TRAVEL AND SUBSISTENCE ALLOWANCES. NO OTHER TRAVEL AND SUBSISTENCE COSTS WILL BE REIMBURSED UNLESS SPEDIFICALLY APPROVED IN ADVANCE BY THE PLCB.</p>						
<p>EFFECTIVE: JULY 1, 2010 THROUGH JANUARY 28, 2011</p>						
<p>Ship To: Use the ship-to address at the top of page 1</p>						
						Total: 287109.60 (USD)