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Your Public Sector Solutions Center

REQUEST FOR PROPOSALS
For
Online Technical Skills Training
RFP # 2025-045

Sealed proposals will be accepted until 2:00 PM CT, **February 26, 2025**, and then publicly opened and read aloud thereafter.

Cengage Learning Inc DBA: Infosec
Legal Name of Proposing Firm

Jennifer Thanas
Contact Person for This Proposal

Enterprise Account Executive
Title

508.731.3294
Contact Person Telephone Number

Jennifer.thanas@cengage.com
Contact Person E-Mail Address

5191 Natorp Blvd
Street Address of Principal Place of Business

Mason, OH
City/State

45040
Zip

5191 Natorp Blvd
Mailing Address of Principal Place of Business

Mason, OH
City/State

45040
Zip

Jennifer Thanas
Point of Contact for Contract Negotiations

Enterprise Account Executive
Title

508.731.3294
Point of Contact Telephone Number

Jennifer.thanas@cengage.com
Point of Contact Person E-Mail Address

Acknowledgment of Addenda (initial): #1 JT #2 JT #3 JT #4 JT #5 JT

NOTE: Any confidential/proprietary information must be clearly labeled as "confidential/proprietary". All proposals are subject to the Texas Public Information Act.

COVER SHEET

TAB A - Cover Page & Statement of Understanding

Dear North Central Texas Council of Governments Selection Committee,

Infosec, a Cengage Group company, is excited about the prospect of partnering with the North Central Texas Council of Governments to meet and even exceed the expectations outlined in your project specifications. Our comprehensive cybersecurity technical skills platform is specifically designed to cater to the needs of large government systems. We understand that the North Central Texas Council of Governments is reviewing educational options for various employees and are extending our cybersecurity skills platform as an option for education.

At Infosec, we place people at the center of cybersecurity. Recognized as the leading provider of cybersecurity awareness training, we are a top industry vendor for IT and security professionals looking to advance their careers through our certification boot camps and the on-demand upskilling platform, **Infosec Skills**.

We **provide world-class support and onboarding**, highlighted by a white-glove experience led by dedicated Customer Success Managers (CSMs). These CSMs are committed to ensuring a smooth and effective program implementation for Clark County School District, providing both individual attention and collective administrative training as required. Our flexibility extends to fully managed services, with the potential to include students in the program scope at a later stage if desired.

Content is at the heart of our offerings. Our award-winning content team consistently updates and expands our library, producing new materials that adhere to [NIST cybersecurity training recommendations](#).

We are eager to bring our expertise and passion for cybersecurity education to the North Central Texas Council of Government, helping to safeguard your network and enhance the cybersecurity skills of your employees.

Thank you for considering our proposal.

Sincerely,
Jennifer Thanas | Enterprise Account Executive
Infosec, a Cengage Group Company
jennifer.thanas@cengage.com | 508.731.3294

TAB B - Key Personnel

Learn more about North Central Texas Council of Government's Support Team from Infosec:

- Jennifer Thanas: Enterprise Account Executive
 - <https://www.linkedin.com/in/jennifer-thanas/>
- Kevin Angeley: Solutions Engineer
 - <https://www.linkedin.com/in/kevinangeley/>
- Jarrod Mayes: Head of Sales
 - <https://www.linkedin.com/in/jarrod-mayes-59a61595/>
- Jordan Filip: Sr. Director of Customer Success
 - <https://www.linkedin.com/in/jordan-filip/>
- Additional Contacts including Management can be provided upon request.

TAB C - References

Learn more about Infosec's Online Reviews:

- **Infosec on G2 for Medium and Large Enterprises:**
 - <https://www.g2.com/products/infosec-infosec-skills/reviews>
- **Infosec Skills reviews on Gartner's Peer Insights:**
 - <https://www.gartner.com/reviews/market/digital-learning-content-providers/vendor/infosec/product/infosec-skills>

NASA

Gretchen Morris

gretchen.a.morris@nasa.gov

[\(216\) 433-2836](tel:(216)433-2836)

Texas Tech University

Olatunji Adeyanju

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Florida Southwestern University

Mary Myers

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[\(239\) 489-9405](tel:(239)489-9405)

NYC Department of Health

Fazle Chowdhury

fchowdhury@health.nyc.gov

[\(332\) 257-0940](tel:(332)257-0940)

TAB D - Project-Related Experience and Qualifications

5.2.1 Provide a general organizational chart for customer service issues.

Customers are supported by a multi-tiered technical support team and their client success manager. These teams are staffed from Monday – Friday 8am – 5pm Central time. Any issues reported will have a response within 1 business day. Issues reported are triaged and escalated based on severity of issue.

Direct contact information of your client success manager will be provided to customer admins. Technical support is available by phone, email or in the application itself.

5.2.2 How will your team interface with Customer?

At Infosec, we are dedicated to helping our customers establish their security awareness training programs as quickly and effortlessly as possible. From the very first day, we collaborate closely to configure your system, provide tailored training recommendations, and ensure you are familiar with every feature.

After the implementation is complete, you will continue to work with one of our award-winning Client Success Managers. As Certified Security Awareness Practitioners, they will offer best practices, benchmarks, and expert guidance to help you build and enhance your training program. Their goal is to help you accelerate the ROI of your training efforts and achieve your business and security objectives.



Client Success Manager

Your dedicated client success- manager will work with you to ensure your security awareness training program succeeds. Your CSM will help you develop training strategies, explore new content, and ensure you get the most out of the Infosec Skills platform.



Implementation Specialist

The implementation specialist helps you configure Infosec Skills before you launch your training program. Your implementation specialist will help with technical configuration and integrations.



Client success services

Partner with your client success manager for help selecting training content, setting goals, reporting program impact and more. Your client success manager will help you reach your training goals and ensure you maximize the ROI from your training investment.



Quarterly business reviews

We meet each quarter to discuss your organization's training initiatives, review program results, identify opportunities for improvement and share new content and features coming to the platform. Want to keep leadership or other stakeholders in the loop? Invite your team to review your results together.



Technical support & implementation

With Infosec technical support, you can spend less time on setup and configuration and more time on what matters most — training your employees.



Managed services

Do you want to run a comprehensive training program, but don't have the time or resources to do it? Ask us about our managed service offering to see how we can help.

5.2.3 Are there any goods or services not outlined in the Scope of Work that you wish to offer?

Infosec offers Boot Camps and Cybersecurity Awareness Solutions outside of Technical Skills. Further information can be provided by request.

Cybersecurity training for **every** role.



INFOSEC Skills ON-DEMAND LIBRARY

Upskill your team to close skill gaps and strengthen cyber resilience



INFOSEC IQ SECURITY AWARENESS

Empower employee with foundational security awareness training content



INFOSEC HRM POWERED BY RIGHT-HAND CYBERSECURITY

Strengthen your security awareness program and reduce human risk



INFOSEC Boot Camps

Help technical professionals get certified, build in-demand skills and transform careers

INFOSEC

5.2.4 Describe your experience working with government agencies as customers.

Infosec commonly works with government agencies and have a variety of State and local agencies as clients. It is common for Infosec to reply to RFPs, but also for direct relationships to government and state agencies.

5.2.5 Any major requirements that cannot be met by your firm?

No

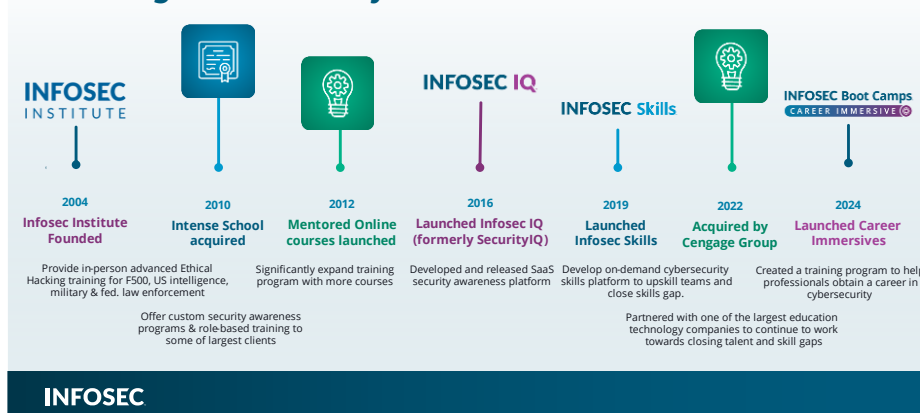
5.2.6 List the business location(s) out of which your firm's team members will work from. You are encouraged to provide options to cover other geographic areas besides the Dallas/Fort Worth area.

Infosec has employees throughout the United States. Most members of the Customer Success Team are based in the Central time zone.

5.2.7 Provide a general overview of your company including its size, years in business, experience and major clients. How long have you been specifically in this type of business?

In 2022, Infosec (<https://www.infosecinstitute.com/about-us/>) was acquired by Cengage Learning Inc. (doing business as Cengage Group), a global leader in educational technology. Cengage Group supports students from middle school through graduate school and has grown into one of the largest edtech companies in the world. This acquisition has further solidified Infosec's status as the preferred provider of cybersecurity training within the education sector.

Providing a **holistic** approach to cybersecurity training for over 20 years.



Infosec helps cyber professionals advance their careers with hands-on skill development and certification courses while also empowering all employees with security awareness and privacy training to stay cyber-safe at work and home. More than 70% of the Fortune 500 have relied on Infosec Skills to develop their security talent and teams. With a proven track record over 20 years, we have trained more than 5 million learners in 185 countries to be more cyber-resilient.

5.2.8 Describe your invoicing process. Payment terms? Is payment by credit card accepted?

Invoices are sent directly to the client by Infosec. Payment terms are Net 30. Credit Cards are accepted.

5.2.9 Include a list of similar contracts (five or so preferably) awarded within the last 5 years.

Infosec works with a variety of state and local governments such as:

- **Clark County School District**
- **State of Vermont**
- **State of Minnesota**
- **West Palm Beach School District**
- **State of Texas (various DIR and educational contracts)**
- **State of Wisconsin**

5.2.10 Identify any contracts within the past three years that have been terminated due to non-performance.

N/A

5.2.11 State the warranty that may apply to the goods or services you are proposing

N/A

TAB E - Technical Proposal

5.1.1 Provide a catalog of the training courses you offer. This may be attached via a weblink or a document insert. Which courses are online only versus available on the customer's site?

- <https://www.infosecinstitute.com/globalassets/downloads/skills-course-catalog.pdf>
- **Infosec Skills courses are only available online.**

5.1.2 Describe how your firm offers a complete online technical skills training catalog to allow for building skills, from basics to advanced troubleshooting.

Infosec Skills Target Audience:

- **Organizations:** Companies and businesses looking to train their employees in cybersecurity best practices and techniques to protect their systems and data.
- **Cybersecurity Professionals** - Those already working in the cybersecurity field seeking to enhance their skills or stay up to date with the latest trends and technologies.
- **IT Professionals** – Individuals working in IT roles who want to specialize in cybersecurity or improve their understand of security practices.

Infosec Skills covers a wide range of proficiency levels within its on-demand upskilling platform.

These proficiency levels typically include:

- **Beginner:** Courses and resources designed for individuals who are new to cybersecurity and need to build foundational knowledge and skills.
- **Intermediate:** Content aimed at learners who have a basic understanding of cybersecurity concepts and want to deepen their knowledge and expertise in specific areas.
- **Advanced/Expert:** Learning paths and Cyber Ranges designed for those that already possess a high level of proficiency cybersecurity and seek to stay at the forefront of industry trends and developments. By offering content across these proficiency levels, Infosec Skills can accommodate learners at various stages of their cybersecurity journey, from beginners to experts.

5.1.3 Describe what additional fees are charged for providing training on the customer's site.

Customer site training is unavailable for this product.

5.1.4 Describe how you may offer comprehensive technical skills courses, encompassing topics related to electrical, mechanical, HVAC, plant management, and OSHA safety.

These types of technical skills courses are not offered by Infosec. Infosec provides technical skills in IT related subjects related to cybersecurity.

5.1.5 Describe how your courses cover foundational skills through advanced troubleshooting.

Infosec Skills

Upskill and certify cybersecurity talent with unlimited, on-demand access to 1,400+ role-based courses and hundreds of hands-on labs — or upgrade to a boot camp for live, instructor-led training guaranteed to get your team certified.

Learn more about Infosec Skills:

- » [Product overview brochure](#)
- » [Product website](#)
- » [Security team role-based training plans](#)

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5.1.6 In your proposal, describe the features of your training offerings such as:

- Virtual Instructor-led Training
- Online Training
- On-site Training at Customer Location
- Bulk Discount Programs
- Course Catalog
- Webinars

Infosec supports cyber security upskilling aligned NICE framework, MTIRE ATT&CK framework and common business skills associated with the following roles:

- **Cybersecurity beginner**
- **Security Engineer**
- **Penetration tester**
- **Digital forensics analyst**
- **Information risk analyst**

- Security architect
- Soc analyst
- Cloud security engineer
- Security manager
- OT security practitioner
- Secure coder
- Privacy manager

The Infosec Skills solution provides learners with a variety of different learning experiences intended to engage with learners in different ways. These different modalities are typically what makes up a learning path.

- **Skill Assessments:** Skill Assessments: A general skill assessment at the beginning of a learning path benchmarks the learner's understanding. This assessment ranks participants as novice, intermediate, or advanced practitioners. Learners are encouraged to retake this assessment throughout the learning path to reassess and track their progress. The platform records their first and best scores, enabling them to measure personal growth.
- **Courses:** Learners then move on to structured video coursework, which consists of presentation-style material and on-screen demonstrations.
- **Projects/Labs/Cyber Ranges:** Learners are then tasked with applying their knowledge through hands-on activities. Cyber Ranges consist of various lab activities housed within a hosted virtual machine. In these labs, learners receive in-depth guidance, enabling them to apply the skills they have learned throughout the learning path.

Infosec Skills lets users organize attach education and continuous upskilling as a function of the business. The Skills Teams features allow for education to become the pathway to professional development and an on-the-job tool to overcome challenges. And this capability is only impactful because of aggressive approach to remaining current. The platform assembles training on new skillsets and frameworks bringing applications to tools like AI to the cyber security space. Our instructors are thoroughly vetted with at least 10 years of experience in cyber and contributing members of certifying bodies. Curriculum is expertly designed by instructional design specialist to make the most of the time people spend learning. And platform users have access to a community of their peers sharing and collaborating on solutions or engaging in dialogue about their respective cyber security disciplines.

Infosec Skills solution features an ambitious content strategy. New learning paths and labs are added to the content library each month. The content is aligned with certifications and frameworks like MITRE ATT&CK, as well as new and emerging disciplines. This schedule of releases ensures continuous updates to our back catalogue to stay in line with external standards from

certifying bodies and frameworks. Additionally, it includes a stream of new and emerging disciplines, covering subjects such as AI and Zero Trust.

The skills platform allows for integrations by way of SAML 2.0 for learner roster management. This also enables deep linking and provisioning on demand into the solution. Additionally reporting metrics for learning path completion can be retrieved from the solution to mark completion and progress back to external learning tools such as Workday LMS.

The skills product offers its users unlimited access to thousands of hours of cyber security content. With hundreds of ready to use learning paths including 65 certification-based paths. Individual modular components of these learning paths such as videos, labs, and assessments can be reassembled into custom learning paths as a self-service feature of the platform. Custom and system learning paths can be assigned to learners/groups of learners for completion tracking and CTAs like reminder notifications.

5.1.7 Describe any training that has been approved by the Texas Commission on Environmental Quality (TCEQ) or other states' approved training programs.

Infosec is currently an approved vendor on the Texas DIR contract.

5.1.8 Describe training that you can provide that meets federal training requirements such as OSHA, USDA, FEMA, etc.

N/A

5.1.9 What sets your business apart from your competitors?

Infosec's business stands out from our competitors in several key ways:

- 1. Comprehensive Content:** We offer a vast library of up-to-date and relevant content covering a wide range of information security topics. Our content is developed by industry experts and is continuously updated to reflect the latest trends and threats.
- 2. Hands-on Learning:** We emphasize practical, hands-on learning experiences to develop real-world skills. Our platform provides interactive labs, simulations, and virtual environments that allow users to apply their knowledge in a realistic setting.
- 3. Personalized Learning Paths:** We understand that every learner has unique goals and skill levels. Our platform offers personalized learning paths tailored to individual needs. This

ensures that users can focus on the areas that matter most to them and progress at their own pace.

4. **Industry-Recognized Certifications:** We offer training programs that align with industry-recognized certifications. Our platform prepares learners for certification exams, giving them a competitive edge in the job market and validating their expertise.
5. **Continuous Skill Development:** Information security is a rapidly evolving field, and we recognize the importance of staying ahead. We provide ongoing support and resources to help users continuously develop their skills and stay up-to-date with the latest industry trends.

Overall, our commitment to comprehensive content, hands-on learning, personalized paths, industry-recognized certifications, and continuous skill development sets us apart from our competitors.

5.1.10 Describe how a customer would order services from your firm.

The North Central Texas Council of Governments (or their clients) would reach out directly to Jennifer Thanas, Enterprise Account Executive, to begin purchase (if a new contract). Jennifer would provide a Statement of Work for signature and work directly with the contact person for proposal, demonstration, and contracting.

In the case of an existing client adding more licenses, the client would reach out directly to their assigned Customer Success Manager.

5.1.11 How long after an order will it take to provide training? What is a typical schedule?

As soon as an order for training or a Skills license is purchased, Customer Success can add the user immediately. Implementation can typically begin on a new contract once the contract has been submitted and introduction to the customer has been made, typically in 24 hours.

The Infosec Skills platform is a SaaS platform with online access for immediate training review.

5.1.11 What quality control measures do you have in place?

To maintain high-quality standards for Infosec Skills, we have implemented the following quality control measures:

1. **Content Review:** We have a dedicated team of subject matter experts who review all content before it is published on the platform. This ensures that the material is accurate, up-to-date, and aligned with industry best practices.
2. **Expert Contributors:** We collaborate with industry professionals and experts to develop our content. Their expertise and experience help ensure the accuracy and relevance of the information provided.
3. **Regular Content Updates:** The field of information security is constantly evolving, with new threats, technologies, and best practices emerging regularly. We have a process in place to regularly update our content to reflect these changes, ensuring that our users have access to the most current and relevant information.
4. **User Feedback and Reviews:** We actively encourage user feedback and reviews on our platform. This feedback helps us identify areas for improvement and address any concerns or issues raised by our users. We take user feedback seriously and use it to continuously enhance the quality of our content and platform.
5. **Quality Assurance Testing:** Our platform undergoes rigorous testing to ensure its functionality, usability, and performance. We have a dedicated quality assurance team that conducts various tests, including functional testing, compatibility testing, and performance testing, to identify and address any issues or bugs before they impact the user experience.
6. **Certification Alignment:** We align our training programs and content with industry-recognized certifications. This ensures that our users are prepared for certification exams and that our content meets the high standards set by these certifications.

By implementing these quality control measures, we strive to deliver a high-quality learning experience to our users, ensuring that the content is accurate, up-to-date, and aligned with industry standards and best practices.

5.1.12 How would you improve your ability to meet growing demand?

Infosec actively collects user feedback and analyze data to identify areas for improvement. By listening to our users' needs and preferences, we can make data-driven decisions to enhance our offerings, prioritize feature development, and refine our content to better meet the growing demand. This could be examples of adding more staff, looking for strategic partnerships, and/or product review.

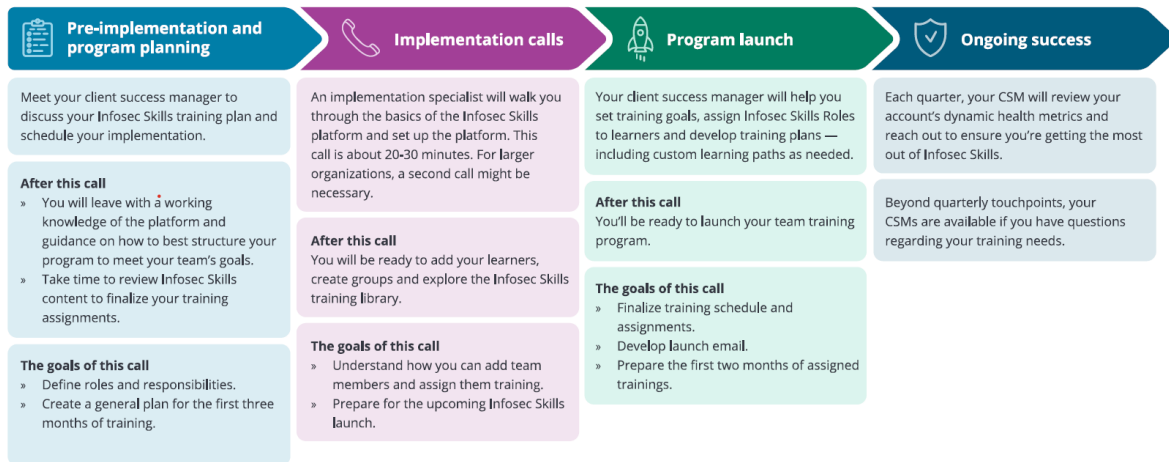
5.1.13 What are some current issues that may affect your ability to meet demand?

N/A – None to be expected

5.1.14 Explain what is involved in the implementation of a new customer account.

Getting started guide

At Infosec, we take pride in helping our customers get set up as quickly and easily as possible. From day one, we work together to help you configure your system, provide recommendations on training, ensure you understand every feature and even help you set up your first two campaigns. Here is what you can expect in the first 30 days.



5.1.15 Identify any subcontractors or third-party services that will be utilized in the performance of a contract.

N/A

5.1.16 Describe and clearly indicate any exceptions to the specifications or requirements found in this RFP.

N/A

5.1.17 Provide any other additional information you feel is necessary that describes why your firm is the best choice.

Infosec's mission is to put people at the center of cybersecurity. We help IT and security professionals advance their careers with skills development and certifications while empowering all employees with security awareness and phishing training to stay cyber-safe at work and home.

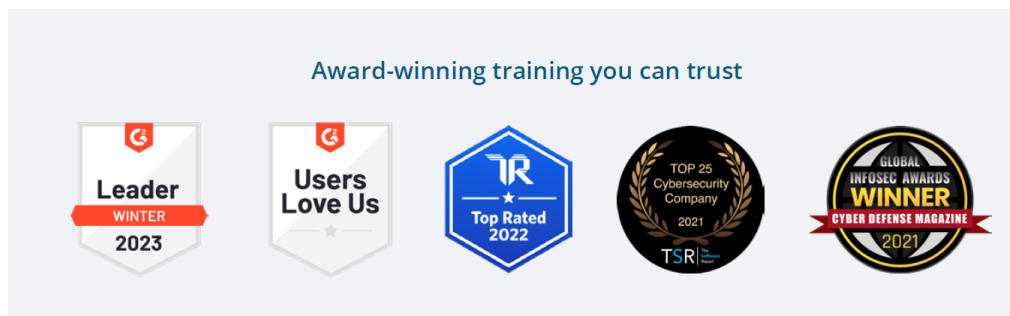


EXHIBIT 1 - WORKSHEET
PROPOSED DISCOUNT FOR RFP #2025-045

Category #1: Online Training Services		
Item	Description	% Discount Off Your Published List Price

1 Describe Your Subcategories Below*:

A	Infosec Skills Licenses Per Tier	15%
B		
C		
D		
E		
F		

*You may add additional pages if you are proposing further subcategories.

Category #2: On-site Training Services		
Item	Description	% Discount Off Your Published List Price

2 Describe Your Subcategories Below*:

A	Not Applicable	
B		
C		
D		
E		
F		

*You may add additional pages if you are proposing further subcategories.

EXHIBIT 2 PRICE LIST

A. Current Published Price List for Items Offered

For each of the bid items you wish to offer, please provide the current published list price. Please attach this information to your proposal in printed copy or via a weblink. Please match the Category item number from the Bid Price Worksheet to the matching item on your current published price list.

Check One:

- ☒ Printed Copy of Price List Attached to This Exhibit 2.
☐ Use This Web Link to Price List: _____

NOTE: The current price list included in EXHIBIT 2 will NOT be a part of your contractual obligation and may be modified at your discretion during the term of any contract that is awarded to you. Only the Proposed Contractual Discounts on Pricing for Categories Offered entered on the EXHIBIT 1 – WORKSHEET will be contractually obligated.

You are however requested to provide us with the newest version of the current price list whenever it is updated.

INFOSEC Skills

- » Access to all features and content
- » 190+ skill and certification learning paths
- » 1,400+ courses mapped to NICE Cybersecurity Workforce Framework
- » 200+ hands-on labs in the virtual cyber range and projects
- » Unlimited certification practice exam attempts
- » Team administration and reporting
- » Dedicated client success manager

Tiers of Employee Counts	Each License Price
1	\$799
2-9	\$759
10-19	\$683
20-49	\$615
50-99	\$553
100-249	\$498
250-399	\$448
400-699	\$403
700-999	\$363
1000+	\$327

TAB G - Required Attachments

- This section has been completed and signed by Cengage Learning: DBA Infosec's Head of Sales, Jarrod Mayes. These documents have been attached in a separate document due to PDF files associated with DocuSign. This attached document is named "Completed Tab G – Required Attachments.
- Exhibit 3 to Follow:

EXHIBIT 3 SERVICE DESIGNATION AREAS

Texas Service Area Designation or Identification			
Proposing Firm Name:			
Notes:	Indicate in the appropriate box whether you are proposing to service the entire state of Texas		
	Will service the entire state of Texas	Will not service the entire state of Texas	
	YES		
If you are not proposing to service the entire state of Texas, designate on the form below the regions that you are proposing to provide goods and/or services to. By designating a region or regions, you are certifying that you are willing and able to provide the proposed goods and services.			
Item	Region	Metropolitan Statistical Areas	Designated Service Area
1.	North Central Texas	16 counties in the Dallas-Fort Worth Metropolitan area	
2.	High Plains	Amarillo Lubbock	
3.	Northwest	Abilene Wichita Falls	
4.	Upper East	Longview Texarkana, TX-AR Metro Area Tyler	
5.	Southeast	Beaumont-Port Arthur	
6.	Gulf Coast	Houston-The Woodlands-Sugar Land	
7.	Central Texas	College Station-Bryan Killeen-Temple Waco	
8.	Capital Texas	Austin-Round Rock	
9.	Alamo	San Antonio-New Braunfels Victoria	
10.	South Texas	Brownsville-Harlingen Corpus Christi Laredo McAllen-Edinburg-Mission	
11.	West Texas	Midland Odessa San Angelo	
12.	Upper Rio Grande	El Paso	

(Exhibit 3 continued on next page)

Nationwide Service Area Designation or Identification Form			
Proposing Firm Name:			
Notes:	Indicate in the appropriate box whether you are proposing to provide service to all Fifty (50) States.		
	Will service all fifty (50) states		Will not service fifty (50) states
	YES		
	<p>If you are not proposing to service to all fifty (50) states, then designate on the form below the states that you will provide service to. By designating a state or states, you are certifying that you are willing and able to provide the proposed goods and services in those states.</p> <p>If you are only proposing to service a specific region, metropolitan statistical area (MSA), or City in a State, then indicate as such in the appropriate column box.</p>		
Item	State	Region/MSA/City (write "ALL" if proposing to service entire state)	Designated as a Service Area
1.	Alabama		
2.	Alaska		
3.	Arizona		
4.	Arkansas		
5.	California		
6.	Colorado		
7.	Connecticut		
8.	Delaware		
9.	Florida		
10.	Georgia		
11.	Hawaii		
12.	Idaho		
13.	Illinois		
14.	Indiana		
15.	Iowa		
16.	Kansas		
17.	Kentucky		
18.	Louisiana		
19.	Maine		
20.	Maryland		

21.	Massachusetts		
22.	Michigan		
23.	Minnesota		
24.	Mississippi		
25.	Missouri		
26.	Montana		
27.	Nebraska		
28.	Nevada		
29.	New Hampshire		
30.	New Jersey		
31.	New Mexico		
32.	New York		
33.	North Carolina		
34.	North Dakota		
35.	Ohio		
36.	Oregon		
37.	Oklahoma		
38.	Pennsylvania		
39.	Rhode Island		
40.	South Carolina		
41.	South Dakota		
42.	Tennessee		
43.	Texas		
44.	Utah		
45.	Vermont		
46.	Virginia		
47.	Washington		
48.	West Virginia		
49.	Wisconsin		
50.	Wyoming		

CHECKLIST

Please utilize this checklist to ensure that all required documents are included with your proposal. IF AN ATTACHMENT DOES NOT APPLY, PLEASE MARK AS "**NOT APPLICABLE**" AND SUBMIT WITH THE PROPOSAL. FAILURE TO SUBMIT **ALL REQUIRED DOCUMENTS** MAY NEGATIVELY IMPACT YOUR EVALUATION SCORE.

- ☒ Cover Sheet & Statement of Understanding
- ☒ Key Personnel
- ☐ References
- ☐ Project Related Experience and Qualifications
- ☐ Technical Proposal
- ☒ Attachment I: Instructions for Proposals Compliance and Submittal
- ☒ Attachment II: Certification of Offeror
- ☒ Attachment III: Certification Regarding Debarment
- ☒ Attachment IV: Restrictions on Lobbying
- ☐ Attachment V: Drug-Free Workplace Certification
- ☒ Attachment VI: Certification Regarding Disclosure of Conflict of Interest
- ☒ Attachment VII: Certification of Fair Business Practices
- ☒ Attachment VIII: Certification of Good Standing Texas Corporate Franchise Tax Certification
- ☐ Attachment IX: Historically Underutilized Businesses, Minority or Women-Owned Or Disadvantaged Business Enterprises
- ☒ Attachment X: Federal and State of Texas Required Procurement Provisions
- ☐ Attachment XI: CIQ Form
- ☒ Exhibit 1: Categories Selected, Discounts for Pricing & Current Catalog
- ☒ Exhibit 2: Price List
- ☒ Exhibit 3: Service Area Designation Forms

Not Applicable

Not Applicable

Respondent recognizes that all proposals must be submitted electronically through **PUBLICPURCHASE.COM** by the RFP due date and time. All other forms of submission will be deemed non-responsive and will not be opened or considered.

**REQUIRED ATTACHMENT I:
INSTRUCTIONS FOR PROPOSALS COMPLIANCE AND SUBMITTAL**

Compliance with the Solicitation

Submissions must be in strict compliance with this solicitation. Failure to comply with all provisions of the solicitation may result in disqualification.

Compliance with the NCTCOG Standard Terms and Conditions

By signing its submission, the Offeror acknowledges that it has read, understands and agrees to comply with the NCTCOG standard terms and conditions.

Acknowledgment of Insurance Requirements

By signing its submission, Offeror acknowledges that it has read and understands the insurance requirements for the submission. Offeror also understands that the evidence of required insurance must be submitted within ten (10) working days following notification of its offer being accepted; otherwise, NCTCOG may rescind its acceptance of the Offeror's proposals. The insurance requirements are outlined in Section 2.6 - General Terms and Conditions.

Cengage Learning Inc DBA: Infosec

Vendor Name

Jarrold Mayes

Authorized Signature

Jarrold Mayes

Typed Name

2/26/2025

Date

**REQUIRED ATTACHMENT II:
CERTIFICATIONS OF OFFEROR**

I hereby certify that the information contained in this proposal and any attachments is true and correct and may be viewed as an accurate representation of proposed services to be provided by this organization. I certify that no employee, board member, or agent of the North Central Texas Council of Governments has assisted in the preparation of this proposal. I acknowledge that I have read and understand the requirements and provisions of the solicitation and that the organization will comply with the regulations and other applicable local, state, and federal regulations and directives in the implementation of this contract.

I also certify that I have read and understood all sections of this solicitation and will comply with all the terms and conditions as stated; and furthermore that I, Jarrold Mayes (typed or printed name) certify that I am the Head of Sales (title) of the corporation, partnership, or sole proprietorship, or other eligible entity named as offeror and respondent herein and that I am legally authorized to sign this offer and to submit it to the North Central Texas Council of Governments, on behalf of said offeror by authority of its governing body.

Cengage Learning Inc DBA: Infosec

Vendor Name

Jarrold Mayes

Authorized Signature

Jarrold Mayes

Typed Name

2/26/2025

Date

**REQUIRED ATTACHMENT III:
CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

This certification is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 93, Government-wide Debarment and Suspension, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668, 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned certifies, to the best of his or her knowledge and belief, that both it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
2. Have not within a three-year period preceding this contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction, violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false Proposals, or receiving stolen property;
3. Are not presently indicated for or otherwise criminally or civilly charged by a government entity with commission of any of the offense enumerated in Paragraph (2) of this certification; and,
4. Have not within a three-year period preceding this contract had one or more public transactions terminated for cause or default.

Where the prospective recipient of federal assistance funds is unable to certify any of the qualifications in this certification, such prospective recipient shall attach an explanation to this certification form.

Cengage Learning Inc DBA: Infosec

Vendor Name
Jarrod Mayes

Authorized Signature

Jarrod Mayes

Typed Name

2/26/2025

Date

REQUIRED
ATTACHMENT IV: RESTRICTIONS ON LOBBYING

Section 319 of Public Law 101-121 prohibits recipients of federal contracts, grants, and loans exceeding \$100,000 at any tier under a federal contract from using appropriated funds for lobbying the Executive or Legislative Branches of the federal government in connection with a specific contract, grant, or loan. Section 319 also requires each person who requests or receives a federal contract or grant in excess of \$100,000 to disclose lobbying.

No appropriated funds may be expended by the recipient of a federal contract, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any federal executive department or agency as well as any independent regulatory commission or government corporation, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan the entering into of any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

As a recipient of a federal grant exceeding \$100,000, NCTCOG requires its subcontractors of that grant to file a certification, set forth in Appendix B.1, that neither the agency nor its employees have made, or will make, any payment prohibited by the preceding paragraph.

Subcontractors are also required to file with NCTCOG a disclosure form, set forth in Appendix B.2, if the subcontractor or its employees have made or have agreed to make any payment using nonappropriated funds (to include profits from any federal action), which would be prohibited if paid for with appropriated funds.

REQUIRED
LOBBYING CERTIFICATION
FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge or belief, that:

- 1. No federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an officer or employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal loan, the entering into of any cooperative Contract, and the extension, continuation, renewal, amendment, or modification or any federal contract, grant, loan, or cooperative contract; and
- 2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, and or cooperative contract, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying”, in accordance with the instructions.
- 3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers and that all sub-recipients shall certify accordingly.

Cengage Learning Inc DBA: Infosec

Vendor Name

Jarrod Mayes

Authorized Signature

Jarrod Mayes

Typed Name

2/26/2025

Date

REQUIRED ATTACHMENT V: DRUG-FREE WORKPLACE CERTIFICATION

The Cengage Learning Inc DBA: Infosec (company name) will provide a Drug Free Work Place in compliance with the Drug Free Work Place Act of 1988. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on the premises of the Cengage Learning Inc DBA: Infosec (company name) or any of its facilities. Any employee who violates this prohibition will be subject to disciplinary action up to and including termination. All employees, as a condition of employment, will comply with this policy.

CERTIFICATION REGARDING DRUG-FREE WORKPLACE

This certification is required by the Federal Regulations Implementing Sections 5151-5160 of the Drug-Free Workplace Act, 41 U.S.C. 701, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668 and 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned subcontractor certifies it will provide a drug-free workplace by:

Publishing a policy Proposal notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the consequences of any such action by an employee;

Establishing an ongoing drug-free awareness program to inform employees of the dangers of drug abuse in the workplace, the subcontractor's policy of maintaining a drug-free workplace, the availability of counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed on employees for drug violations in the workplace;

Providing each employee with a copy of the subcontractor's policy Proposal;

Notifying the employees in the subcontractor's policy Proposal that as a condition of employment under this subcontract, employees shall abide by the terms of the policy Proposal and notify the subcontractor in writing within five days after any conviction for a violation by the employee of a criminal drug abuse statute in the workplace;

Notifying the Board within ten (10) days of the subcontractor's receipt of a notice of a conviction of any employee; and,

Taking appropriate personnel action against an employee convicted of violating a criminal drug statute or requires such employee to participate in a drug abuse assistance or rehabilitation program.

Cengage Learning Inc DBA: Infosec

Vendor Name

Jarrold Mayes

Authorized Signature

Jarrold Mayes

Typed Name

2/26/2025

Date

**REQUIRED ATTACHMENT VI:
DISCLOSURE OF CONFLICT OF INTEREST AND
CERTIFICATION REGARDING DISCLOSURE OF CONFLICT OF INTEREST**

The undersigned certifies that, to the best of his or her knowledge or belief, that:

“No employee of the contractor, no member of the contractor’s governing board or body, and no person who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this contract shall participate in any decision relating to this contract which affects his/her personal pecuniary interest.

Executives and employees of contractors shall be particularly aware of the varying degrees of influence that can be exerted by personal friends and associates and, in administering the contract, shall exercise due diligence to avoid situations which give rise to an assertion that favorable treatment is being granted to friends and associates. When it is in the public interest for the contractor to conduct business with a friend or associate of an executive or employee of the contractor, an elected official in the area or a member of the North Central Texas Council of Governments, a permanent record of the transaction shall be retained.

Any executive or employee of the contractor, an elected official in the area or a member of the NCTCOG, shall not solicit or accept money or any other consideration from a third person, for the performance of an act reimbursed in whole or part by contractor or Department. Supplies, tools, materials, equipment or services purchased with contract funds shall be used solely for purposes allowed under this contract. No member of the NCTCOG shall cast a vote on the provision of services by that member (or any organization which that member represents) or vote on any matter which would provide a direct or indirect financial benefit to the member or any business or organization which the member directly represents.

No officer, employee or paid consultant of the contractor is a member of the NCTCOG.

No officer, manager or paid consultant of the contractor is married to a member of the NCTCOG.

No member of NCTCOG directly owns, controls or has interest in the contractor.

The contractor has disclosed any interest, fact, or circumstance that does or may present a potential conflict of interest.

No member of the NCTCOG receives compensation from the contractor for lobbying activities as defined in Chapter 305 of the Texas Government Code.

Should the contractor fail to abide by the foregoing covenants and affirmations regarding conflict of interest, the contractor shall not be entitled to the recovery of any costs or expenses incurred in relation to the contract and shall immediately refund to the North Central Texas Council of Governments any fees or expenses that may have been paid under this contract and shall further be liable for any other costs incurred or damages sustained by the NCTCOG as it relates to this contract.

Cengage Learning Inc DBA: Infosec

Vendor Name
Jarrod Mayes

Authorized Signature

Jarrod Mayes

Typed Name

2/26/2025

Date

**REQUIRED ATTACHMENT VII:
CERTIFICATION OF FAIR BUSINESS PRACTICES**

That the submitter has not been found guilty of unfair business practices in a judicial or state agency administrative proceeding during the preceding year. The submitter further affirms that no officer of the submitter has served as an officer of any company found guilty of unfair business practices in a judicial or state agency administrative during the preceding year.

Cengage Learning Inc DBA: Infosec

Vendor Name

Jarrold Mayes

Authorized Signature

Jarrold Mayes

Typed Name

2/26/2025

Date

REQUIRED ATTACHMENT VIII:

Pursuant to Article 2.45, Texas Business Corporation Act, state agencies may not contract with for profit corporations that are delinquent in making state franchise tax payments. The following certification that the corporation entering into this offer is current in its franchise taxes must be signed by the individual authorized on Form 2031, Corporate Board of Directors Resolution, to sign the contract for the corporation.

The undersigned authorized representative of the corporation making the offer herein certified that the following indicated Proposal is true and correct and that the undersigned understands that making a false Proposal is a material breach of contract and is grounds for contract cancellation.

Indicate the certification that applies to your corporation:

X _____ The Corporation is a for-profit corporation and certifies that it is not delinquent in its franchise tax payments to the State of Texas.

_____ The Corporation is a non-profit corporation or is otherwise not subject to payment of franchise taxes to the State of Texas.

Type of Business (if not corporation):

☐ Sole Proprietorship

☐ Partnership

☐ Other

Pursuant to Article 2.45, Texas Business Corporation Act, the North Central Texas Council of Governments reserves the right to request information regarding state franchise tax payments.

Cengage Learning Inc DBA: Infosec

Vendor Name
Jarrod Mayes

Authorized Signature

Jarrold Mayes

2/26/2025

Typed Name

Date _____

**OPTIONAL ATTACHMENT IX:
HISTORICALLY UNDERUTILIZED BUSINESSES, MINORITY OR WOMEN-OWNED OR
DISADVANTAGED BUSINESS ENTERPRISES**

Historically Underutilized Businesses (HUBs), minority or women-owned or disadvantaged businesses enterprises (M/W/DBE) are encouraged to participate in the solicitation process.

NCTCOG recognizes the certifications of most agencies. HUB vendors must submit a copy of their certification for consideration during the evaluation of their proposal. Please attach the copy to this form. This applies only to the Offeror and not a subcontractor.

Texas vendors who are not currently certified are encouraged to contact either the Texas United Certification Program, State of Texas HUB Program, or the North Central Texas Regional Certification Agency, among others. Contact:

State of Texas HUB Program
Texas Comptroller of Public Accounts
Lyndon B. Johnson State Office Building
111 East 17th Street
Austin, Texas 78774
(512) 463-6958
<http://www.window.state.tx.us/procurement/prog/hub/>

North Central Texas Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, TX 76011
(817) 640-0606
<http://www.nctrca.org/certification.html>

Texas United Certification Program
USDOT website at
<https://www.transportation.gov/DBE>

You must include a copy of your certification document as part of this solicitation to receive points in the evaluation.

Vendor to Sign Below to Attest to Validity of Certification:

Cengage Learning: DBA Infosec is Not Applicable
Vendor Name

Authorized Signature

Typed Name

Date

**REQUIRED ATTACHMENT X:
NCTCOG FEDERAL AND STATE OF TEXAS REQUIRED PROCUREMENT PROVISIONS**

The following provisions are mandated by Federal and/or State of Texas law. Failure to certify the following will result in disqualification of consideration for contract. Entities or agencies that are not able to comply with the following will be ineligible for consideration of contract award.

**PROHIBITED TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT
CERTIFICATION**

This Contract is subject to the Public Law 115-232, Section 889, and 2 Code of Federal Regulations (CFR) Part 200, including §200.216 and §200.471, for prohibition on certain telecommunications and video surveillance or equipment. Public Law 115-232, Section 889, identifies that restricted telecommunications and video surveillance equipment or services (e.g., phones, internet, video surveillance, cloud servers) include the following:

- A) Telecommunications equipment that is produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliates of such entities).
- B) Video surveillance and telecommunications equipment produced by Hytera Communications Corporations, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliates of such entities).
- C) Telecommunications or video surveillance services used by such entities or using such equipment.
- D) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, Director of the National Intelligence, or the Director of the Federal Bureau of Investigation reasonably believes to be an entity owned or controlled by the government of a covered foreign country. The entity identified below, through its authorized representative, hereby certifies that no funds under this Contract will be obligated or expended to procure or obtain telecommunication or video surveillance services or equipment or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as a critical technology as part of any system prohibited by 2 CFR §200.216 and §200.471, or applicable provisions in Public Law 115-232 Section 889.

☒ **The Contractor or Subrecipient hereby certifies that it does comply with the requirements of 2 CFR §200.216 and §200.471, or applicable regulations in Public Law 115-232 Section 889.**

Cengage Learning Inc DBA: Infosec

Vendor Name

Jarrold Mayes

Authorized Signature

Jarrold Mayes

2/26/2025

Typed Name

Date

-OR-

☐ **The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of 2 CFR §200.216 and §200.471, or applicable regulations in Public Law 115-232 Section 889.**

Vendor Name

Authorized Signature

Typed Name

Date

(Continued on next page)

(REQUIRED)
DISCRIMINATION AGAINST FIREARMS ENTITIES OR FIREARMS TRADE ASSOCIATIONS

This contract is subject to the Texas Local Government Code chapter 2274, Subtitle F, Title 10, prohibiting contracts with companies who discriminate against firearm and ammunition industries. TLGC chapter 2274, Subtitle F, Title 10, identifies that “discrimination against a firearm entity or firearm trade association” includes the following:

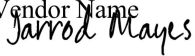
- A) means, with respect to the entity or association, to:
 - I. refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; and
 - II. refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or
 - III. terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association.

- B) An exception to this provision excludes the following:
 - I. contracts with a sole-source provider; or
 - II. the government entity does not receive bids from companies who can provide written verification.

The entity identified below, through its authorized representative, hereby certifies that they have no practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and that they will not discriminate during the term of the contract against a firearm entity or firearm trade association as prohibited by Chapter 2274, Subtitle F, Title 10 of the Texas Local Government Code.

☒ **The Contractor or Subrecipient hereby certifies that it does comply with the requirements of Chapter 2274, Subtitle F, Title 10.**

Cengage Learning Inc DBA: Infosec

Vendor Name


Authorized Signature

Jarrod Mayes

2/26/2025

Typed Name

Date

-OR-

☐ **The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of Chapter 2274, Subtitle F, Title 10.**

Vendor Name

Authorized Signature

Typed Name

Date

(REQUIRED)
BOYCOTTING OF CERTAIN ENERGY COMPANIES

This contract is subject to the Texas Local Government Code chapter 809, Subtitle A, Title 8, prohibiting contracts with companies who boycott certain energy companies.

TLGC chapter Code chapter 809, Subtitle A, Title 8, identifies that “boycott energy company” means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company:

- I. engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; and
- II. does business with a company described by paragraph (I).

The entity identified below, through its authorized representative, hereby certifies that they do not boycott energy companies, and that they will not boycott energy companies during the term of the contract as prohibited by Chapter 809, Subtitle A, Title 8 of the Texas Local Government Code.

☒ The Contractor or Subrecipient hereby certifies that it does comply with the requirements of Chapter 809, Subtitle A, Title 8.

Cengage Learning Inc DBA: Infosec

Vendor Name

Jarrold Mayes

Authorized Signature

Jarrold Mayes

2/26/2025

Typed Name

Date

-OR-

☐ The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of Chapter 809, Subtitle A, Title 8.

Vendor Name

Authorized Signature

Typed Name

Date