COUNTY OF HENRICO
DEPARTMENT OF FINANCE
PURCHASING DIVISION
CONTRACT EXTRACT
NOTICE OF RENEWAL

DATE:	June 30, 2024
CONTRACT COMMODITY/SERVICE: *(include contracting entity if cooperative)*	Library Databases for Henrico County Public Schools
CONTRACT NUMBER:	2326B
COMMODITY CODE:	956.38
CONTRACT PERIOD:	July 1, 2024 through June 30, 2025
RENEWAL OPTIONS:	Two one-year renewal options through 2027
USER DEPARTMENT:	Schools
Contact Name:	Kennedy Venaglia
Phone Number:	804-642-3640
Email Address:	Kwvenaglia @henrico.k12.va.us
HENRICO COOPERATIVE TERMS INCLUDED:	Yes
SUPPLIER: Name:	Infobase Holding, Inc.
Address:	132 West 31st Street, 16th floor
City, State:	New York, NY 10001
Contact Name:	Nancy Grandinetti
Phone Number:	212-896-4250; 815-790-8974 Cell
Email address:	ngrandinetti@infobase.com
ORACLE SUPPLIER NUMBER:	4316
BUSINESS CATEGORY:	Non-Swam
PAYMENT TERMS:	Net 45
DELIVERY:	As needed and requested
FOB:	Destination
BUYER: Name:	Eileen M. Falcone CPPB
Title:	Assistant Division Director
Phone:	804-501-5637
Email:	Fal51@henrico.us

This contract is the result of a competitive solicitation issued by the Department of Finance, Purchasing Division. A requisition must be generated for all purchases made against this contract and the requisition must reference the contract number.

PRICE SCHEDULE
See Exhibit E

COMMONWEALTH OF VIRGINIA
County of Henrico

Non-Professional Services Contract
Contract No. 2326B

This Non-Professional Services Contract (this "Contract") entered into this _____ day of September 2022, by Infobase Holdings, Inc. (the "Contractor") and the County School Board of Henrico County, Virginia ("HCPS").

WHEREAS HCPS has awarded the Contractor this Contract pursuant to Request for Proposals No. 22-2326-3EMF, dated May 27, 2022 (the "Request for Proposals"), for Library Databases for Henrico Public Schools.

WITNESSETH that the Contractor and HCPS, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF CONTRACT: The Contractor shall provide the services to the HCPS as set forth in the Contract Documents.

COMPENSATION: The compensation HCPS will pay to the Contractor under this Contract shall be in accordance with Exhibit E.

CONTRACT TERM: The Contract term shall be from execution of this Contract through June 30, 2023. HCPS may renew the Contract for up to four (4) one-year terms by giving 30 days' written notice before the end of the term unless Contractor has given HCPS written notice that it does not wish to renew at least 90 days before the end of the term.

CONTRACT DOCUMENTS: This Contract hereby incorporates by reference the documents listed below (the "Contract Documents"), which shall control in the following descending order:

1. This Non-Professional Services Contract between HCPS and Contractor;
2. License Agreement Addendum (Exhibit A);
3. Virginia School Data Privacy Agreement (Exhibit B);
4. Infobase Services Terms of Use, last updated May 20, 2022 (Exhibit C);
5. Contractor's Data Security and Privacy Policy (Exhibit D);
6. The General Contract Terms and Conditions included in the Request for Proposals;
7. Contractor's Best and Final Offer dated July 25, 2022 (Exhibit E);
8. Contractor's Original Proposal dated June 17, 2022 (Exhibit F); and
9. The Scope of Services included in the Request for Proposals.

NEGOTIATED MODIFICATIONS:

A. Contractor may not use HCPS's logo, graphic, photo, or other marks for Contractor's marketing and promotional purposes without HCPS's express advance written consent.

B. Nothing in this Contract constitutes an offer from or promise by HCPS to purchase any goods or services exclusively from the Contractor. HCPS reserves the right to purchase goods and services like, or the same as, the goods and services that are subject of this Contract from other sources.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound hereby.

Infobase Holdings, Inc.

132 West 31st. Street 16th Floor
New York, NY 10001

Nancy Grandinetti
Signature

Nancy Grandinetti, RFP Manager
Printed Name and Title

9/26/2022
Date

County School Board of Henrico County, Virginia
406 Dabbs House Road
Henrico, VA 23223

Signature

Digitally signed by: Oscar Knott
DN: CN = Oscar Knott email = kno008@henrico.us C = US O = County of Henrico, Virginia OU = Department of Finance - Purchasing Division
Date: 2022.09.29 08:47:00 -04'00'

Oscar Knott, CPP, CPPO, VCO
Purchasing Director

9/29/22
Date

APPROVED AS TO FORM

Alyssa D Brown 9/28/22
ASSISTANT COUNTY ATTORNEY

EXHIBIT A

LICENSE AGREEMENT ADDENDUM

The County School Board of Henrico County, Virginia ("**County**") and Infobase Holdings, Inc.., a New York corporation, ("**Licensor**"), are entering into an agreement for "Library Databases for Henrico County Public Schools" ("**Agreement**"). Licensor has requested that its "Infobase Services Terms of Use, last updated May 20, 2022" ("**Contract**") be incorporated by reference into the Agreement. This License Agreement Addendum ("**LAA**") (i) is attached to the Agreement and incorporated therein by reference, governing the use of all software licensed by the County thereunder ("**Software**"), and (ii) modifies and supersedes the Contract to the extent the Contract and the LAA are in conflict.

For good and valuable consideration, the parties agree as follows:

1. Certain provisions may appear in or be incorporated by reference into the Contract that the County does not accept. If any of the following provisions appear in the Contract, or if any provisions in the Contract have the effect of any of the following, such provisions are void, will not have any effect, and will not be enforceable against the County:
   A. Requiring the application of the law of any place other than the Commonwealth of Virginia, United States of America in interpreting or enforcing the Contract;
   B. Requiring or permitting that any dispute under the Contract be resolved in any court other than a state court of competent jurisdiction in Henrico County, Virginia;
   C. Requiring any total or partial compensation or payment for lost profits or liquidated damages by the County if the Contract is terminated early;
   D. Imposing any interest rate in excess of one percent per month or the default interest rate under Title 2, Chapter 43, Article 4 of the Code of Virginia, whichever is lower;
   E. Requiring the County to maintain insurance for Licensor's benefit;
   F. Granting Licensor a security interest in any property of the County;
   G. Requiring the County to indemnify, defend, or hold harmless Licensor or any entity or person for any act or omission of the County, including the County's officers, agents, and employees;
   H. Limiting or adding to the time period within which claims can be made or actions can be brought pursuant to Title 8.01, Chapter 3 of the Code of Virginia;
   I. Restricting or prohibiting the County's selection and approval of counsel or approval of any settlement;
   J. Binding the County to any arbitration or otherwise committing the County to participate in any binding form of alternative dispute resolution;
   K. Obligating the County to pay costs of collection or attorney's fees;
   L. Requiring any dispute resolution procedure(s) other than the default available under the Virginia Public Procurement Act;
   M. Requiring the County to limit its rights or waive its remedies at law or in equity;

N. Establishing a presumption of severe or irreparable harm to Licensor by the actions or inactions of the County;

O. Limiting the liability of Licensor for property damage, death, or personal injury;

P. Capping the County's damages or excluding types of damages available to the County;

Q. Applying UCITA except as may be required by Section 59.1-501.15 of the Code of Virginia;

R. Not complying with all applicable federal, state, and local laws, regulations, and ordinances;

S. Requiring that the County waive any immunity to which it is lawfully entitled;

T. Requiring that the County, which is tax exempt, be responsible for payment of any taxes, duties, or penalties;

U. Obligating the County beyond approved and appropriated funding;

V. Permitting Licensor to unilaterally modify the Contract;

W. Having the Contract supersede agreements negotiated by the parties;

X. Renewing or extending the Contract beyond the term set forth in the Agreement or automatically renewing the Contract;

Y. Requiring the purchase of a new release, update, or upgrade of Software, or subsequent renewal or maintenance, in order for the County to receive or maintain the benefits of Licensor's indemnification of the County against any claims of infringement on any third-party intellectual property rights;

Z. Prohibiting the County from transferring or assigning to any entity the Contract or any license to Software granted pursuant to the Contract; or

AA.   Making the County liable to pay Licensor's travel expenses, including transportation, meals, lodging, and incidental expenses, other than those explicitly approved by the County in advance.

2. Licensor represents and warrants that it is the owner of the Software or otherwise has the right to grant to the County the license to use the Software without violating or infringing any law, rule, regulation, copyright, patent, trade secret, or other proprietary right of any third party.

3. Licensor agrees to indemnify, defend and hold harmless the County and the County's officers, agents, and employees, from any claims, damages, suits, actions, liabilities and costs of any kind or nature, including attorneys' fees, that arise out of or result from: (i) any negligent act, negligent omission, or intentional or willful conduct of any employee, contractor, or agent of Licensor; (ii) any material breach of any representation, warranty, or covenant of Licensor; (iii) any defect in the Software; or (iv) any actual or alleged infringement or misappropriation of any third party's intellectual property rights by any of the Software.

4. All payment obligations from the County under the Contract are subject to receipt of necessary appropriations from the Henrico County, Virginia Board of Supervisors. In the event of non-appropriation of funds for the items under the Contract, the County may terminate, in whole or in part, the Contract or any order for those goods or services for which funds have not been appropriated. This may extend to the renewal of maintenance services for only some of the

licenses granted by Licensor. There will be no time limit for termination due to termination for lack of appropriations.

5. If Licensor provides any update or upgrade subject to additional payment or subject to the acceptance of additional terms and conditions, the County will have the right to reject such update or upgrade.

6. The person signing below for Licensor represents and warrants that he or she is duly authorized to execute and deliver this LAA on Licensor's behalf.

7. This LAA and the Agreement shall take effect simultaneously.

8. This LAA may be modified by the parties' mutual agreement. Any modifications shall be reflected in a separate document.

Infobase Holdings, Inc.	County School Board of Henrico County, Virginia
Nancy Grandinetti	*Oscar Knott*
Signature	Signature
Nancy Grandinetti, RFP Manager	Oscar Knott, CPP, CPPO, VCO
Printed Name and Title	Purchasing Director
9/27/2022	9/29/22
Date	Date

Digitally signed by: Oscar Knott
DN: CN = Oscar Knott email = kno008@henrico.us C = US
O = County of Henrico, Virginia OU = Department of Finance - Purchasing Division
Date: 2022.09.29 08:48:01 -04'00'

APPROVED AS TO FORM

Ulyssa B Brown 9/28/22

ASSISTANT COUNTY ATTORNEY

VIRGINIA SCHOOL DATA PRIVACY AGREEMENT

This Virginia School Data Privacy Agreement ("DPA") is entered into by and between the

County School Board of Henrico County, Virginia   (hereinafter referred to as "Division") and

Infobase Holdings, Inc.   (hereinafter referred to as "Provider") on

9/26/2022   The Parties agree to the terms as stated herein.

RECITALS

WHEREAS, the Provider has agreed to provide the Division with certain digital educational services ("Services") as described in Article I and Exhibit "A"; and

WHEREAS, in order to provide the Services described in Article 1 and Appendix A, the Provider may receive or create and the Division may provide documents or data that are covered by several federal statutes, among them, the Federal Educational Rights and Privacy Act ("FERPA") at 20 U.S.C. 1232g and 34 CFR Part 99, Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6502; Protection of Pupil Rights Amendment ("PPRA") 20 U.S.C. 1232h; the Individuals with Disabilities Education Act ("IDEA"), 20 U.S.C. §§ 1400 et. seq.; and

WHEREAS, the documents and data transferred from Virginia Divisions and created by the Provider's Services are also subject to several Virginia student privacy laws, including Code of Virginia § 22.1-289.01. *School service providers; school-affiliated entities; student personal information*; and § 22.1-287.02. *Students' personally identifiable information.*

WHEREAS, the Parties wish to enter into this DPA to ensure that the Services provided conform to the requirements of the privacy laws referred to above and to establish implementing procedures and duties.

WHEREAS, the Provider may, by signing the "General Offer of Privacy Terms" (Exhibit "E"), agree to allow other Local Educational Agencies (LEAs) in Virginia the opportunity to accept and enjoy the benefits of this DPA for the Services described herein, without the need to negotiate terms in a separate DPA.

NOW THEREFORE, for good and valuable consideration, the parties agree as follows:

ARTICLE I: PURPOSE AND SCOPE

1.   Purpose of DPA. The purpose of this DPA is to describe the duties and responsibilities to protect Division Data (as defined in Exhibit "C") transmitted to Provider from the Division pursuant to Exhibit "A", including compliance with all applicable state privacy statutes, including the FERPA, PPRA, COPPA, IDEA, and Code of Virginia § 22.1-289.01. School service providers; school-affiliated entities; student personal information; and § 22.1-287.02. Students' personally identifiable information. In performing these services, to the extent Personally Identifiable Information (as defined in Exhibit "C") from Pupil Records (as defined in Exhibit "C") are transmitted to Provider from Division, the Provider shall be considered a School Official with a legitimate educational interest, and performing services otherwise provided by the Division. Provider shall be under the direct control and supervision of the Division.

2.   Nature of Services Provided. The Provider has agreed to provide the following digital educational services described below and as may be further outlined in Exhibit "A" hereto:

Infobase Online Research Database Access:
Bloom's Literature
Classroom Video On-Demand Career and Technical Education Collection
Ferguson's Career Guidance Center

3.   **Division Data to Be Provided**. In order to perform the Services described in this Article and Exhibit "A", Provider shall list the categories of data collected, managed or shared as described below or as indicated in the Schedule of Data, attached hereto as <u>Exhibit "B"</u>:

Infobase Online Research Database Access:
Bloom's Literature
Classroom Video On-Demand Career and Technical Education Collection
Ferguson's Career Guidance Center
Infobase Facts On File Online History Database Bundle

4.   **DPA Definitions**. The definition of terms used in this DPA is found in <u>Exhibit "C"</u>. In the event of a conflict, definitions used in this DPA shall prevail over terms used in all other writings, including, but not limited to, a service agreement, privacy policies or any terms of service.

ARTICLE II: DATA OWNERSHIP AND AUTHORIZED ACCESS

1. **Division Data Property of Division**. All Division Data, user generated content or any other Pupil Records transmitted to the Provider pursuant to this Agreement is and will continue to be the property of and under the control of the Division, or to the party who provided such data (such as the student, in the case of user generated content.). The Provider further acknowledges and agrees that all copies of such Division Data or any other Pupil Records transmitted to the Provider, including any modifications or additions or any portion thereof from any source, are also subject to the provisions of this Agreement in the same manner as the original Division Data or Pupil Records. The Parties agree that as between them, all rights, including all intellectual property rights in and to Division Data or any other Pupil Records contemplated per this Agreement shall remain the exclusive property of the Division. For the purposes of FERPA and state law, the Provider shall be considered a School Official, under the control and direction of the Divisions as it pertains to the use of Division Data notwithstanding the above. The Provider will cooperate and provide Division Data within ten (10) days at the Division's request. Provider may transfer pupil-generated content to a separate account, according to the procedures set forth below.

2. **Parent Access**. Provider shall cooperate and respond within ten (10) days to the Division's request for personally identifiable information in a pupil's records held by the Provider to view or correct as necessary. In the event that a parent of a pupil or other individual contacts the Provider to review any of the Pupil Records of Division Data accessed pursuant to the Services, the Provider shall refer the parent or individual to the Division, who will follow the necessary and proper procedures regarding the requested information.

3. **Separate Account**. Provider shall, at the request of the Division, transfer Student Generated Content to a separate student account when required by the Code of Virginia § 22.1-289.01. School service providers; school-affiliated entities.

4. **Third Party Request**. Provider shall notify the Division in advance of a compelled disclosure to a Third Party, unless legally prohibited.

5. **Subprocessors**. Provider shall enter into written agreements with all Subprocessors performing functions pursuant to this DPA, whereby the Subprocessors agree to protect Division Data in manner consistent with the terms of this DPA.

ARTICLE III: DUTIES OF DIVISION

1. **Privacy Compliance**. Division shall provide data for the purposes of the DPA and any related contract in compliance with the FERPA, PPRA, IDEA, Code of Virginia § 22.1-289.01. School service providers; school-affiliated entities; student personal information; and § 22.1-287.02. Students' personally identifiable information, and all other applicable Virginia statutes.

2. **Parent Notification of Rights** Division shall ensure that its annual notice under FERPA defines vendors, such as the Provider, as "School Officials" and what constitutes a legitimate educational interest. The Division will provide parents with a notice of the websites and online services under this agreement for which it has consented to student data collection to on behalf of the parent, as permitted under COPPA

3. **Unauthorized Access Notification**. Division shall notify Provider promptly of any known or suspected unauthorized access. Division will assist Provider in any efforts by Provider to investigate and respond to any unauthorized access.

ARTICLE IV: DUTIES OF PROVIDER

1) **Privacy Compliance**. The Provider shall comply with all Virginia and Federal laws and regulations pertaining to data privacy and security, including FERPA, COPPA, PPRA, Code of Virginia § 22.1-289.01. and § 22.1-287.02.

2) **Authorized Use**. Division Data shared pursuant to this DPA, including persistent unique identifiers, shall be used for no purpose other than the Services stated in this DPA and as authorized under the statutes referred to in subsection (1), above. Provider also acknowledges and agrees that it shall not make any re-disclosure of any Division Data or any portion thereof, including without limitation, any Division Data, metadata, user content or other non-public information and/or personally identifiable information contained in the Division Data, without the express written consent of the Division, unless it fits into the de-identified information exception in Article IV, Section 4, or there is a court order or lawfully issued subpoena for the information.

3) **Employee Obligations**. Provider shall require all employees and agents who have access to Division data to comply with all applicable provisions of this DPA with respect to the data shared under the Service Agreement.

4) **Use of De-identified Information**. De-identified information, as defined in Exhibit "C", may be used by the Provider for the purposes of development, research, and improvement of educational sites, services, or applications, as any other member of the public or party would be able to use de-identified data pursuant to 34 CFR 99.31(b). The Provider and Division agree that the Provider cannot successfully de-identify information if there are fewer than twenty (20) students in the samples of a particular field or category of information collected, i.e., twenty students in a particular grade, twenty students of a particular race, or twenty students with a particular disability. Provider agrees not to attempt to re-identify de-identified Division Data and not to transfer de-identified Division Data to any party unless (a) that party agrees in writing not to attempt re-identification, and (b) prior written

notice has been given to the Division who has provided prior written consent for such transfer.

5) **Disposition of Data**. Upon written request and in accordance with the applicable terms in subsections below, provider shalt dispose or delete all division data obtained under this agreement when it is no longer needed for the purposes for which it was obtained. Disposition will include (1) the shredding of any hard copies of any Division data, (2) erasing, or (3) otherwise modifying the personal information in those records to make it unreadable or indecipherable by human or digital means. Nothing in the service agreement authorizes provider to maintain Division data obtained under the service agreement beyond the time reasonably needed to complete the disposition. Provider shall provide written notification when the division data has been disposed. The duty to dispose of Division data shall not extend to data that has been de-identified or placed in a separate student account, pursuant to the terms of the agreement. The division may employ a request for return or deletion of Division data form, a copy of which is attached hereto as exhibit D. Upon receipt of a request from the division, the provider will immediately provide the division with any specified portion of the division data within ten (10) calendar days of the receipt of said request.

   a) **Partial Disposal During the Term of Service Agreement**. Throughout the term of the service agreement, Division may request partial disposal of Division data obtained under the service agreement that is no longer needed. Partial disposal of data shall be subject to Division's request to transfer data to a separate account, pursuant to Article II Section 3, above.

   b) **Complete Disposal upon Termination of Service Agreement**. Upon termination of the service agreement provider shall dispose or securly destroy all division data obtained under the service agreement. Prior to disposal of the data, provider shall notify Division in writing of it option to transfer data to a separate account, pursuant to Article 2, Section 3, above. In new event shelters provider dispose of data pursuant to this provision unless and until provider has received affirmative written confirmation from Division that data will not be transferred to a separate account.

6) **Advertising Prohibition**. Provider is prohibited from using or selling Division Data to (a) market or advertise to students or families/guardians; (b) inform, influence, or enable marketing or advertising efforts by a Provider; (c) develop a profile of a student, family member/guardian or group, for any commercial purpose other than providing the Service to Client; or (d) use the Division Data for the development of commercial products or services, other than as necessary to provide the Service to Client. This section does not prohibit Provider from generating legitimate personalized learning recommendations or other activities permitted under Code of Virginia § 22.1-289.01.

7) **Penalties.** The failure to comply with the requirements of this agreement could subject Provider and any third party to all allowable penalties assessable against Provider under state and federal law. In the event the Family Policy Compliance Office of the U.S. Department of Education determines that Provider improperly disclosed personally identifiable information obtained from the Division's education records, the Division may not allow Provider access to the Division's education records for at least five years.

VIRGINIA SCHOOL DATA PRIVACY AGREEMENT

ARTICLE V: DATA PROVISIONS

1. **Data Security**. The Provider agrees to maintain a comprehensive information security program that is reasonably designed to protect the security, privacy, confidentiality, and integrity of student personal information and makes use of appropriate administrative, technological, and physical safeguards. The general security duties of Provider are set forth below. These duties shall include, but are not limited to:

   a. **Passwords and Employee Access**. Provider shall secure and manage usernames, passwords, and any other means of gaining access to the Services or to Division Data, at levels suggested by NIST SP800-171 (Password complexity, encryption, and re-use) , NIST SP800-53 (IA control Family), and NIST 800-63-3 (Digital Identity), and NIST SP800-63B (Authenticator and Verifier Requirements) or equivalent industry best practices.

   b. **Security Protocols**. Both parties agree to maintain security protocols that meet industry best practices in the collection, storage or transmission of any data, including ensuring that data may only be viewed or accessed by parties legally allowed to do so. Provider shall maintain all data obtained or generated pursuant to the DPA in a secure computer environment.

   c. **Provider Employee Training**. The Provider shall provide annual security training to those of its employees who operate or have access to the system.

   d. **Security Technology**. When the service is accessed using a supported web browser, FIPS 140-2 validated transmission encryption protocols, or equivalent technology shall be employed to protect data from unauthorized access. The service security measures shall follow National Institute of Standards and Technology (NIST) 800-171, or equivalent industry best practices.

   e. **Periodic Risk Assessment**. Provider further acknowledges and agrees to conduct periodic risk assessments and remediate any identified security and privacy vulnerabilities in a timely manner. Upon Division's written request, Service Provider shall make the results of findings available to the Division. The Division shall treat such audit reports as Provider's Confidential Information under this Agreement.

   f. **Backups and Audit Trails, Data Authenticity and Integrity**. Provider will take reasonable measures, including all backups and audit trails, to protect Division Data against deterioration or degradation of data quality and authenticity. Provider shall be responsible for ensuring that Division Data is retrievable in a reasonable format.

   g. **Subprocessors Bound**. Provider shall enter into written agreements whereby Subprocessors agree to secure and protect Division Data in a manner consistent with the terms of this Article V. Provider shall periodically conduct or review compliance monitoring and assessments of Subprocessors to determine their compliance with this Article.

2. **Unauthorized Access or Data Breach**. In the event that Division Data are reasonably believed by the Provider or school division to have been disclosed (lost, accessed or obtained) in violation of the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g) or other federal or state law

applicable to such information accessed or obtained by an unauthorized individual, Provider shall follow the following process:

    a. provide immediate notification to Division upon verification of the incident and allow the Division or its authorized representatives to fully participate in the investigation of the incident.

    b. notification will be provided to the contact(s) identified in ARTICLE VII, N: Notice, and sent via email and postal mail. Such notification shall include the

        i. date, estimated date, or date range of the loss or disclosure;

        i. Division Data that was or is reasonably believed to have been lost or disclosed;

        ii. remedial measures taken or planned in response to the loss or disclosure.

    c. immediately take action to prevent further access;

    d. take all legally required, reasonable, and customary measures in working with Division to remediate the breach, which may include toll free telephone support with informed customer services staff to address questions by affected parties and/or provide monitoring services if necessary given the nature and scope of the loss or disclosure;

    e. cooperate with Division efforts to communicate to affected parties.

    f. provider is prohibited from directly contacting parent, legal guardian or eligible pupil unless expressly requested by Division. If Division requests Provider's assistance providing notice of unauthorized access, and such assistance is not unduly burdensome to Provider, Provider shall notify the affected parent, legal guardian or eligible pupil of the unauthorized access, which shall include the information listed in subsections (b) and (c), above. If requested by Division, Provider shall reimburse Division for costs incurred to notify parents/families of a breach not originating from Division's use of the Service.

    g. the Provider shall indemnify and hold harmless the Division from and against any loss, claim, cost (including attorneys' fees) or damage of any nature arising from or in connection with the breach by the Provider or any of its officers, directors, employees, agents or representatives of the obligations of the Provider's or its Authorized Representatives under this provision or under a Confidentiality Agreement, as the case may be.

ARTICLE VI: GENERAL OFFER OF PRIVACY TERMS

The Provider may, by signing the attached Form of General Offer of Privacy Terms (General Offer attached hereto as Exhibit "E"), be bound by the terms of this DPA to any other Division who signs the acceptance in said Exhibit. The Form is limited by the terms and conditions described therein.

A. <u>Term</u>. The Provider shall be bound by this DPA for so long as the Provider maintains or posesses any Division Data.

B. <u>Termination</u>. In the event that either party seeks to terminate this DPA, they may do so by mutual written consent and as long as any service agreement or terms of service, to the extent one exists, has lapsed or has been terminated. The Division may terminate this DPA and any service agreement or contract in the event of a material breach of the terms of this DPA.

C. <u>Data Transfer Upon Termination or Expiration</u>. Provider will notify the Division of impending cessation of its business and any contingency plans. Provider shall implement its exit plan and take all necessary actions to ensure a smooth transition of service with minimal disruption to the Division. As mutually agreed upon and as applicable, Provider will work closely with its successor to ensure asuccessful transition to the new equipment, with minimal downtime and effect on the Division, all such work to be coordinated and performed in advance of the formal, transition date.

D. <u>Effect of Termination Survival</u>. If the DPA is terminated, the Provider shall destroy all of Division's data pursuant to Article V, section 5(b). The Provider's obligations under this agreement shall survive termination of this Agreement until all Division Data has been returned or Securely Destroyed.

E. <u>Priority of Agreements</u>. This DPA supersedes all end user and "click-thru" agreements. In the event there is conflict between the terms of the DPA and any other writing, such as service agreement or with any other bid/RFP, terms of service, privacy policy, license agreement, or writing, the terms of this DPA shall apply and take precedence. Except as described in this paragraph herein, all other provisions of any other agreement shall remain in effect.

F. <u>Amendments</u>: This DPA may be amended and the observance of any provision of this DPA may be waived (either generally or in any particular instance and either retroactively or prospectively) only with the signed written consent of both parties

G. <u>Severability</u>. Any provision of this DPA that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this DPA, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. Notwithstanding the foregoing, if such provision could be more narrowly drawn so as not to be prohibited or unenforceable in such jurisdiction while, at the same time, maintaining the intent of the parties, it shall, as to such jurisdiction, be so narrowly drawn without invalidating the remaining provisions of this DPA or affecting the validity or enforceability of such provision in any other jurisdiction.

H. <u>Governing Law; Venue and Jurisdiction</u>. This agreement will be governed by and construed in accordance with the laws of the state of Virginia, without regard to conflicts of law principles. Each party consents and submits to the sole and exclusive jurisdiction to the state and federal courts for the county of the initial subscribing division or the division specified in exhibit E as applicable, for any dispute arising out of or relating to this agreement or the transactions contemplated hereby.

I. <u>Authority</u>. Provider represents that it is authorized to bind to the terms of this Agreement, including

confidentiality and destruction of Division Data and any portion thereof contained therein, all related or associated institutions, individuals, employees or contractors who may have access to the Division Data and/or any portion thereof, or may own, lease or control equipment or facilities of any kind where the Division Data and portion thereof stored, maintained or used in any way.

J. **Waiver**. No delay or omission of the Division to exercise any right hereunder shall be construed as a waiver of any such right and the Division reserves the right to exercise any such right from time to time, as often as may be deemed expedient.

K. **Successors Bound:** This DPA is and shall be binding upon the respective successors in interest to provider in the event of a merger, acquisition, consolidation or other business reorganization or sale of all or substantially all of the assets of such business.

L. **Electronic Signature:** The parties understand and agree that they have the right to execute this Agreement through paper or through electronic signature technology, which is in compliance with Virginia and Federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature.

M. **Notice**. All notices or other communication required or permitted to be given hereunder must be in writing and given by personal delivery, facsimile or e-mail transmission (if contact information is provided for the specific mode of delivery), or first class mail, postage prepaid, sent to the designated representatives before:

  a. Designated Representatives

  The designated representative for the Provider for this Agreement is:

Name:	Nancy Grandinetti
Title:	RFP Manager
Address:	132 West 31st. St., 16th Floor, New York, NY 10001
eMail:	bids@infobase.com
Phone:	800.322.8775 Ext: 4250

  The designated representative for the Division for this Agreement is:

Name:	Brian Maddox
Title:	Director of Technology
Address:	3820 Nine Mile Road
eMail:	bemaddox@henrico.k12.va.us
Phone:	804-328-5200

  b. Notification of Acceptance of General Offer of Terms. Upon execution of Exhibit E General Offer of Terms, subscribing Division shall provide notice of such acceptance in writing and given by personal delivery or email transmission (if contact information

is provided for the specific mode of delivery), or first-class mail, postage prepaid, to the designated representative below the designated representative for the notice of acceptance of the general offer of privacy terms is named title contact information.

Name:	Nancy Grandinetti
Title:	RFP Manager
Address:	132 West 31st. St., 16th Floor, New York, NY 10001
eMail:	bids@infobase.com
Phone:	800.322.8775 Ext: 4250

[Signature Page Follows]

VIRGINIA SCHOOL DATA PRIVACY AGREEMENT

IN WITNESS WHEREOF, the parties have executed this Virginia Student Data

Privacy Agreement as of the last day noted below.

Provider Signature *Nancy Grandinetti*

Date: 9/26/2022

Printed Name: Nancy Grandinetti

Title: RFP Manager

Division Signature *John B. Wack*

Date: 09/29/2022

Printed Name: John B. Wack

Title: Chief Financial Officer

APPROVED AS TO FORM

Alyssa M Brown 9/28/22

ASSISTANT COUNTY ATTORNEY

VIRGINIA SCHOOL DATA PRIVACY AGREEMENT

EXHIBIT "A"

DESCRIPTION OF SERVICES

[INSERT DETAILED DESCRIPTION OF PRODUCTS AND SERVICES HERE. IF MORE THAN ONE PRODUCT OR SERVICE IS INCLUDED, LIST EACH PRODUCT HERE]

Infobase Online Research Database Access:
Bloom's Literature
Classroom Video On-Demand Career and Technical Education Collection
Ferguson's Career Guidance Center
Infobase Facts On File Online History Database Bundle

VIRGINIA SCHOOL DATA PRIVACY AGREEMENT

EXHIBIT "B"

SCHEDULE OF DATA

Category of Data	Elements	Check if used by your system
Application Technology Meta Data	IP Addresses of users, Use of cookies etc.	☑
	Other application technology meta data- Please specify:	☐ X Usage statistics collected. No specific student data entered.
Application Use Statistics	Meta data on user interaction with application	☐ X
Assessment	Standardized test scores	☐
	Observation data	☐
	Other assessment data-Please specify:	☐
Attendance	Student school (daily) attendance data	☐
	Student class attendance data	☐
Communications	Online communications that are captured (emails, blog entries)	☐

Conduct	Conduct or behavioral data	
Demographics	Date of Birth	☐
	Place of Birth	☐
	Gender	☐
	Ethnicity or race	☐
	Language information (native, preferred or primary language spoken by student)	☐
	Other demographic information- Please specify:	☐
Enrollment	Student school enrollment	☐
	Student grade level	☐
	Homeroom	☐
	Guidance counselor	☐
	Specific curriculum programs	☐
	Year of graduation	☐
	Other enrollment information- Please specify:	☐
Parent/Guardian Contact Information	Address	☐
	Email	☐
	Phone	☐

VIRGINIA SCHOOL DATA PRIVACY AGREEMENT

Category	Field	
Parent/ Guardian ID	Parent ID number (created to link parents to students)	☐
Parent/ Guardian Name	First and/or Last	☐
Schedule	Student scheduled courses	☐
	Teacher names	☐
Special Indicator	English language learner information	☐
	Low income status	☐
	Medical alerts /health data	☐
	Student disability information	☐
	Specialized education services (IEP or 504)	☐
	Living situations (homeless/ foster care)	☐
	Other indicator information- Please specify:	☐
Student Contact Information	Address	☐
	Email	☐
	Phone	☐
Student Identifiers	Local (School district) ID	☐
	number	☐
	State ID number	☐
	Provider/App assigned student ID number	☐
	Student app username	☐
	Student app passwords	☐
Student Name	First and/or Last	☐
Student In App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	☐
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	☐
Student Survey Responses	Student responses to surveys or questionnaires	☐
Student work	Student generated content; writing, pictures etc.	☐
	Other student	☐

	work data – Please specify:	☐
Transcript	Student course grades	☐
	Student course data	☐
	Student course grades/performance scores	☐
	Other transcript data –Please specify:	☐
Transportation	Student bus assignment	☐
	Student pick up and/or drop off location	☐
	Student bus card ID number	☐

	Other transportation data –Please specify:	☐
Other	Please list each additional data element used, stored or collected by your application	☐

No Student Data Collected at this time __X☐__ .
*Provider shall immediately notify LEA if this designation is no longer applicable.

OTHER: Use this box, if more space needed.

VIRGINIA SCHOOL DATA PRIVACY AGREEMENT

EXHIBIT "C"

DEFINITIONS

Data Breach means an event in which Division Data is exposed to unauthorized disclosure, access, alteration or use.

Division Data includes all business, employment, operational and Personally Identifiable Information that Division provides to Provider and that is not intentionally made generally available by the Division on public websites or publications, including but not limited to business, administrative and financial data, intellectual property, and student, employees, and personnel data, user generated content and metadata but specifically excludes Provider Data (as defined in the Contract).

De-Identifiable Information (DII): De-Identification refers to the process by which the Provider removes or obscures any Personally Identifiable Information ("PII") from student records in a way that removes or minimizes the risk of disclosure of the identity of the individual and information about them. Anonymization or de-identification should follow guidance equivalent to that provided by U.S Department of Education publication "Data De-identification: An Overview of Basic Terms" or NISTIR Special Publication (SP) 8053 De-Identification of Personally Identifiable Information. The Provider's specific steps to de-identify the data will depend on the circumstances, but should be appropriate to protect students. Some potential disclosure limitation methods are blurring, masking, and perturbation. De-identification should ensure that any information when put together cannot indirectly identify the student, not only from the viewpoint of the public, but also from the vantage of those who are familiar with the individual. Information cannot be de-identified if there are fewer than twenty (20) students in the samples of a particular field or category, i.e., twenty students in a particular grade or less than twenty students with a particular disability.

Indirect Identifiers: Any information that, either alone or in aggregate, would allow a reasonable person to be able to identify a student to a reasonable certainty

Personally Identifiable Information (PII): The terms "Personally Identifiable Information" or "PII" shall include, but are not limited to, student data, staff data, parent data, metadata, and user or pupil-generated content obtained by reason of the use of Provider's software, website, service, or app, including mobile apps, whether gathered by Provider or provided by Division or its users, students, or students' parents/guardians, including "directory information" as defined by §22.1-287.1 of the Code of Virginia".

PII includes, without limitation, at least the following:

- Staff, Student or Parent First, Middle and Last Name
- Staff, Student or Parent Telephone Number(s)
- Discipline Records
- Special Education Data
- Grades
- Criminal Records

- Health Records
- Biometric Information
- Socioeconomic Information
- Political Affiliations
- Text Messages
- Student Identifiers Photos
- Videos
- Grade
- Home Address Subject
- Email Address
- Test Results
- Juvenile Dependency Records Evaluations
- Medical Records
- Social Security Number
- Disabilities
- Food Purchases
- Religious Information Documents
- Search Activity
- Voice Recordings
- Date of Birth
- Classes
- Information in the Student's Educational Record
- Information in the Student's Email

Provider: For purposes of the DPA, the term "Provider" means provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of pupil records.

Pupil Generated Content: The term "pupil-generated content" means materials or content created by a pupil during and for the purpose of education including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of pupil content.

Pupil Records: Means both of the following: (1) Any information that directly relates to a pupil that is maintained by Division and (2) any information acquired directly from the pupil through the use of instructional software or applications assigned to the pupil by a teacher or other local educational Division employee.

Securely Destroy: Securely Destroy: Securely Destroy means taking actions that render data written on physical (e.g., hardcopy, microfiche, etc.) or electronic media unrecoverable by both ordinary and extraordinary means. These actions must meet or exceed those sections of the National Institute of Standards of Technology (NIST) SP 800-88 Appendix A guidelines relevant to sanitization of data categorized as high security. All attempts to overwrite magnetic data for this purpose must utilize DOD approved methodologies.

School Official: For the purposes of this Agreement and pursuant to 34 CFR 99.31 (B), a School Official is a contractor that: (1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of education

records; and (3) Is subject to 34 CFR 99.33(a) governing the use and re-disclosure of personally identifiable information from student records.

Student Data: Student Data includes any data, whether gathered by Provider or provided by Division or its users, students, or students' parents/guardians, that is descriptive of the student including, but not limited to, information in the student's educational record or email, first and last name, home address, telephone number, email address, or other information allowing online contact, discipline records, videos, test results, special education data, juvenile dependency records, grades, evaluations, criminal records, medical records, health records, social security numbers, biometric information, disabilities, socioeconomic information, food purchases, political affiliations, religious information text messages, documents, student identifies, search activity, photos, voice recordings or geolocation information.

Student Data shall constitute Pupil Records for the purposes of this Agreement, and for the purposes of Virginia and Federal laws and regulations. Student Data as specified in Exhibit B is confirmed to be collected or processed by the Provider pursuant to the Services. Student Data shall not constitute that information that has been anonymized or de-identified, or anonymous usage data regarding a student's use of Provider's services. Anonymization or de-identification should guidance equivalent to that provided by U.S Department of Education publication "Data De-identification: An Overview of Basic Terms" or NISTIR Special Publication (SP) 8053 De-Identification of Personally Identifiable Information.

Student Generated Content: Alternatively known as user-created content (UCC), is any form of content, such as images, videos, text and audio, that have been created and posted by student users on online platforms.

Subscribing Division: A Division that was not party to the original Services Agreement and who accepts the Provider's General Offer of Privacy Terms.

Subprocessor: For the purposes of this Agreement, the term "Subprocessor" (sometimes referred to as the "Subcontractor") means a party other than Division or Provider, who Provider uses for data collection, analytics, storage, or other service to operate and/or improve its software, and who has access to PII.

Third Party: The term "Third Party" means an entity that is not the Provider or Division.

VIRGINIA SCHOOL DATA PRIVACY AGREEMENT

EXHIBIT "D"

DIRECTIVE FOR DISPOSITION OF DATA

[Name or Division or Division] directs [Name of Company] to dispose of data obtained by Provider pursuant to the terms of the DPA between Division and Provider. The terms of the Disposition are set forth below:

1. Extent of Disposition

   ☐ Disposition is Complete. Disposition extends to all categories of data.

   ☐ Disposition is partial. The categories of data to be disposed of are set forth below or are found in an attachment to this Directive:

   [Insert categories of data]

2. Nature of Disposition

   ☐ Disposition shall be by destruction or secure deletion of data.

   ☐ Disposition shall be by a transfer of data. The data shall be transferred to the following site as follows:

   [Insert or attach special instructions.]

3. Timing of Disposition

   Data shall be disposed of by the following date:

   ☐ As soon as commercially practicable

   ☐ By (Insert Date]

4. Signature of Authorized Representative of Division

   BY:_____   Date: _____

   Printed Name:_____   Title/Position:_____

5. Verification of Disposition of Data

   BY:_____   Date: _____

   Printed Name:_____   Title/Position:_____

VIRGINIA SCHOOL DATA PRIVACY AGREEMENT

OPTIONAL: EXHIBIT "E" GENERAL OFFER OF PRIVACY TERMS

1. Offer of Terms

Provider offers the same privacy protections found in this DPA between it and the Division to any other school division ("Subscribing Division") who accepts this General Offer though its signature below. The Provider agrees that the information on the next page will be replaced throughout the Agreement with the information specific to the Subscribing Division filled on the next page for the Subscribing Division. This General Offer shall extend only to privacy protections and Provider's signature shall not necessarily bind Provider to other terms, such as price, term, or schedule of services, or to any other provision not addressed in this DPA. The Provider and the Subscribing Division may also agree to change the data provided by Division to the Provider to suit the unique needs of the Subscribing Division. The Provider may withdraw the General Offer in the event of: (1) a material change in the applicable privacy statues; (2) a material change in the services and products subject listed in the Originating Service Agreement; or (3) after three years from the date of Provider's signature to this form. Provider shall notify the Division in the event of any withdrawal so that this information may be transmitted to the Subscribing Divisions.

BY: *Nancy Grandinetti* Date: **9/26/2022**

Printed Name: **Nancy Grandinetti** Title/Position: **RFP Manager**

2. Subscribing Division

A Subscribing Division, by signing a separate Service Agreement with Provider, and by its signature below, accepts the General Offer of Privacy Terms. The Subscribing Division's individual information is contained on the next page. The Subscribing Division and the Provider shall therefore be bound by the same terms of this DPA.

BY:_____ Date:_____

Printed Name:_____ Title/Position_____

TO ACCEPT THE GENERAL OFFER THE SUBSCRIBING DIVISION MUST DELIVER THIS SIGNED EXHIBIT TO THE PERSON AND EMAIL ADDRESS LISTED BELOW

BY: *Nancy Grandinetti* Date: **9/26/2022**

Printed Name: **Nancy Grandinetti** Title/Position: **RFP Manager**

Email Address **bids@infobase.com**

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Effective: September 18, 2020,
Last Updated: May 20, 2022

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THE CAUSE OR FORM OF ACTION, INFOBASE'S AGGREGATE LIABILITY FOR ANY AND ALL CLAIMS,

LOSSES OR DAMAGES ARISING OUT OF THE USE OF INFOBASE SERVICES SHALL IN NO CIRCUMSTANCES EXCEED THE SUBSCRIPTION FEE PAID BY THE SUBSCRIBER TO INFOBASE IN THE TWELVE (12) MONTH PERIOD BEFORE THE CLAIM AROSE. THE FOREGOING LIMITATION OF LIABILITY AND EXCLUSIONS OF CERTAIN DAMAGES SHALL APPLY REGARDLESS OF THE SUCCESS OR EFFECTIVENESS OF OTHER REMEDIES.

Indemnification

To the fullest extent permissible by law and/or a state tort claims act, Infobase and Subscriber each agree to indemnify and hold the other party harmless for any losses, claims, damages, awards, penalties, or injuries incurred by the indemnified party, including reasonable attorney's fees, which arise from any third party claim resulting from the indemnifying party's breach of a representation, warranty or covenant made under this Agreement; provided that the indemnifying party is promptly notified of any such claims and given the right to direct and control the investigation, defense, and settlement of such claim. The indemnified party shall have the right to approve the settlement of such claim and to engage counsel of its own choosing in the defense of such claim at its own expense. This indemnity shall survive the termination or expiration of the Subscription Term.

Governing Law

These Terms of Use are governed by the laws of the United States and the State of New York, without giving effect to any principles of conflicts of laws. Subscriber hereby consents to the jurisdiction of the state and federal courts located in New York, New York. For the avoidance of doubt, these Terms of Use do not require the use of any alternative dispute resolution mechanism (e.g., arbitration) for purposes of resolving disputes that arise in connection with these Terms of Use or use of the Services by Subscriber or its Authorized Users.

Publicity; Feedback

Subscriber agrees that Infobase may use Subscriber's name, logo, graphic, photo, or other marks to customize the display of the Infobase Services to Subscriber's Authorized Users and/or for Infobase's marketing and promotional purposes, including referencing that Subscriber is a customer of Infobase, provided that any logo, graphic, photo, or other marks of the Subscriber's, continue to be the property of the Subscriber. To the extent Subscriber or any of its Authorized Users provides Infobase with any comments, suggestions, ideas, feedback, or other information regarding the Infobase Services or Licensed Materials ("Feedback"),

Subscriber acknowledges and agrees that all such Feedback is non-confidential and shall become the sole intellectual property of Infobase. Infobase shall own exclusive rights, including all intellectual property rights, and shall be entitled to the unrestricted use and dissemination of the Feedback for any lawful purpose, commercial or otherwise, without acknowledgment or compensation to Subscriber.

Miscellaneous

Infobase's rights, including but not limited to all rights of remedy for Subscriber's breaches per these Terms of Use, shall continue in perpetuity. No delay or failure of Infobase to take action per these Terms of Use will constitute a waiver by Infobase unless expressly waived in writing by Infobase. Infobase reserves the right to change, modify, add, or remove Licensed Materials at any time without notice. Product features and specifications, and product title library are all subject to change without notice. Under no circumstances shall Infobase be held liable for any delay or failure in performance resulting directly or indirectly from acts of nature, forces, or causes beyond its reasonable control, including, without limitation, Internet failures, computer equipment failures, telecommunication equipment failures, other equipment failures, electrical power failures, strikes, labor disputes, riots, insurrections, civil disturbances, shortages of labor or materials, fires, floods, storms, explosions, acts of God, war, governmental actions, orders of domestic or foreign courts or tribunals, non-performance of third parties, epidemics, or loss of or fluctuations in heat, light, or air conditioning. With the exception of the right to use the Infobase Services and Licensed Materials, all other provisions of this Agreement shall survive termination and shall continue to legally bind Subscriber. These Terms of Use constitute the complete agreement of the parties and contains the entire understanding of the parties hereto relating to the Licensed Materials, and supersedes any prior written or oral agreement or understandings between the parties with respect to the Licensed Materials, and cannot be changed or terminated orally. This Agreement may not be assigned or transferred by Subscriber by operation of law or otherwise without the prior written consent of Infobase.

Infobase Data Security and Privacy Policy

This Data Security and Privacy Policy was last updated: May 20, 2022

Infobase Holdings, Inc ("Infobase") is strongly committed to protecting your privacy and providing a safe online experience for all of our users while offering the highest quality of educational material to them. Because we gather certain types of information during our routine business operations, including when authorized users access our online libraries and services, we feel you should fully understand the terms and conditions surrounding the collection and use of this information. This Data Security and Privacy Policy ("Policy") discloses the types and categories of information we gather and how we use it, describes your rights and responsibilities pertaining to that information and informs you of the steps we take to safeguard personal information provided to us both online and offline.

This Data Security and Privacy Policy also applies to the following companies affiliated with Infobase:

- Facts on File
- Chelsea House
- Bloom's
- Learn360
- Films on Demand
- Credo

For purposes of this Policy, Infobase and these affiliated companies are referred to as the "Company" "we" or "us". In addition, the terms "personal information" or "personal data" each refer to any information or data, either alone or in conjunction with other identifying information or data, that can be used to identify a person, house, or device and that is subject to, or otherwise afforded protection under, an applicable data protection law, statute, or regulation.

Please read this Policy carefully. By providing us with personal information, by using any of the Company's websites or services, or by executing with us a contract in which this Policy is incorporated, you agree to the terms and conditions set forth herein.

The Information We Collect About You

The Company may collect information that you voluntarily give to us, such as via our website, in person, or through email, mail, or social media platforms, or which is collected through automated means. As permitted or required by local law, the Company may collect the following information about you:

- *Contact information,* such as names, addresses, telephone numbers, and email addresses;
- *Account information,* such as usernames, passwords, and transaction-related data for website accounts;
- *Product and services information*, such as the product or service you ordered;
- *Financial information,* such as credit card and bank account information;
- *Website usage data,* such as your Internet Protocol ("IP") address, browser type and version, browser language, operating system, time of access, website you previously visited, or other information detailed below; and
- *Business contact data*, such as information related to other employees, owners, directors, officers, or contractors of a third-party organization (e.g., business, company, partnership, sole proprietorship, nonprofit, or government agency) with whom we may conduct, or possibly conduct, business activities.
- *Recruiting and candidate data* in circumstances in which you apply for employment with us, such as information found in your job application and resume; details regarding the type of employment sought; information related to your background, criminal record, credit history and similar data; and information provided about or by your references or other third parties related to your employment history, skills, or qualifications.
- *Communications data*, including your marketing preferences and your subscriptions to our publications.
- *Your feedback*, including feedback from you about products and services generally, which may include data gathered from any surveys in which you participate.
- *Other identifying information* we may obtain from you, as disclosed in other policies or notices.

When you do not provide personal information that a Company requests, we may not be able to provide you the requested service or complete a transaction, and you agree that the Company will not be liable or otherwise responsible for any actions resulting therefrom.

How Does the Company Collect Information?

Most often, the Company obtains personal information about an individual directly from the individual. For example, when an individual undertakes the following activities, we generally collect their personal information:

- Uses or accesses our website or online services, or completes registration forms or surveys.
- Contacts our customer service centers or request information from us in any other way.
- Visits one of our locations or premises.
- Submits an order to, or makes a purchase with, the Company.
- Applies to a job posting or otherwise submits an employment application.
- Provides us personal or business contact information via a business card or through similar communications.
- Provides us feedback on our products or services.
- Communicates with us via social networking websites, third party applications, or similar technologies.
- Visits one of our trade counters at an exhibition.

In accordance with applicable law, we may collect personal information about you from third parties, such as colleges, universities, and schools to which you are affiliated. In addition, (except with regard to children who use our services), we may collect information about you from social media websites/applications and former employers and background check providers, which we may combine with the information we already hold about you in order to promote our legal or business interests, such as to help us improve and customize our websites or online services to your preferences and for other purposes set forth in this Policy. We may also collect your business contact information from your employer or other third parties, which we will use to facilitate or otherwise engage in traditional business activities and similar administrative matters. We may also ask you to provide personal information about third parties to use as references, answer questions about your employment, or for other reasons. If you provide personal information about a third party you expressly represent and warrant to the Company that you have the full right and lawful authority to provide the Company with the information.

What Do We Do with Collected Information?

The Company may use personal information for several business and administrative purposes, or to further our legal or other business interests. Generally, we use personal information for the following reasons:

- *Services and transactions*. We may use your personal information to deliver services to you or carry out transactions that you have requested, including by providing you information on the Company's products or services, answering customer service requests, and facilitating the use of our websites and online services.
- *Improving our Business*. We may use your personal information to perform business analyses or for other purposes that help us to develop and improve the quality of our websites, products and services. We may use your personal information to conduct research and analysis to help us better understand your purchasing preferences, identify the products and services that best meet your requirements, and measure the effectiveness of our advertising and marketing.
- *Marketing*. In accordance with applicable laws and regulations, we may use your personal information to inform you of our products or services which may be of interest to you, and to otherwise communicate with you about offerings, events, news, surveys, special offers, and related topics. You are able to opt-out from marketing communications sent via e-mail at any time, free of charge, by using the "unsubscribe" link in any e-mail marketing materials you receive from us.
- *Recruitment Data*. In connection with a job application or inquiry, you may provide us with information about yourself, such as a resume/curriculum vitae, professional references, information about education and job background, and information about professional training and certifications. The Company may use this information for the purpose of employment consideration, background checks and employment eligibility, and as otherwise set forth in any separate privacy statement or other notice made available to in connection with your application. We may use a third party (e.g., job recruiter) or social media platform to solicit, collect, and retain employment applications and inquiries.
- *Enforcement and Business Interests*. We may use the personal information we collect in order to detect, prevent and respond to fraud, intellectual property infringement, violations of our terms and conditions, violations of law or other misuse of our websites, products, or facilities. We may use personal information to administer and protect our business and our websites, including system maintenance, support, reporting and hosting of data. We may use personal information to promote, defend or protect our legal, regulatory, or business interests.

How Do We Share Personal Information?

We may share your personal information with selected third parties in accordance with applicable law, including as set out below.

- *Service Providers*. We may share your personal information with other companies with whom we have contracted to provide services on our behalf, such as hosting our websites and service platforms, conducting surveys, processing transactions, facilitating our marketing activities, performing analyses to improve the quality of our website, products and services. For example, we may share your personal information with Amazon Web Services, who we use for web hosting services and data storage. We may also disclose your personal information to our designated agents, or third-party service providers, who require such information to assist us with administering our employment application and recruitment process, including, but not limited to, obtaining employment verification and background checks. For example, we may share your personal information with Pendo, a service provider we use to help improve our products.
- *Payment Card Transactions*. In order to purchases certain goods and services from the Company, you will be required to furnish our third-party vendor ("Payment Vendor") with a debit card number, credit card number, and/or similar information (collectively, the "Payment Information"). For example, we may share your personal information with PayPal or Stripe, who we use to process your payments. Such Payment Information is collected by our Payment Vendor pursuant to their own terms and conditions, and you hereby acknowledge and agree that the Company is not responsible for, nor has any control over, the data processing of any Payment Vendor. You further acknowledge and agree that the Company is not provided with your full Payment Information and we are only provided an encrypted token by such Payment Vendor in connection therewith.
- *Distributors and Business Partners*. We may share your personal information with third parties that distribute our products or marketing materials to you and engage in similar routine business functions.
- *Business Restructuring*. Circumstances may arise where the Company decides to sell, buy, divest, merge or otherwise reorganize our business in some countries. We may disclose information we maintain about you to the extent reasonably necessary to proceed with the negotiation or completion of a merger, acquisition, divestiture or sale of all or a portion of the Company's assets. If any business restructuring occurs, we will take steps to require that third parties implement equivalent or better security controls to safeguard your personal information.
- *Disclosure for Other Reasons*. We may disclose personal information (i) if required by law or government order, or with a legal process served on us, (ii) to protect and defend our rights or property, or (iii) in urgent circumstances, to protect the personal safety of any individual. In addition, the Company may share your personal information with any third party when we believe such disclosure is necessary to defend or protect our legal, regulatory, and business interests. We may also disclose your information upon your express consent.

In the event that you facilitate a transaction with the Company, or request information from, or otherwise engage with us, and such activities require the Company (in our sole judgment) to share your personal information with a service provider or other third party, you hereby direct the Company to intentionally disclose your personal information to the service provider or third party as described herein provided the service provider or third party does not, in its reasonable judgment, sell the personal information, unless that disclosure would be consistent with the law.

What Is Our Lawful Basis For Data Processing? (EEA Only)

Pursuant to the General Data Protection Regulation ("GDPR") and similar laws, individuals within the European Economic Area and the United Kingdom (post-Brexit) have the right to be informed as to the lawful basis used to process their personal data. Accordingly, we process personal data in accordance with several of the legal bases set forth in the GDPR, many of which overlap and are not mutually exclusive. For example, our processing of personal information (as described herein) is justified based on the following GDPR provisions: (1) processing is based on your consent; (2) processing is necessary for our legitimate interests as set out herein; (3) processing is necessary for the performance of a contract to which you are a party; and (4) processing is required to comply with a legal or statutory obligation.

What About Social Media Authentication

Any Social Media Login Options available in our products, such as log in with Google, do not transfer any user data to be collected into our systems or database. These optional features are used solely for authentication purposes and can be disabled by your account administrator.

Third Party Services

Our website also utilizes YouTube API Services when engaging with YouTube content and services embedded on our website. The processing of data through those services is subject to the Google Privacy Policy (http://www.google.com/policies/privacy).

Infobase does not control the data practices of any such third party that is embedded in or linked to our website. We encourage you to review the privacy policies of these third party services.

Data Retention and Transfer

The information (including personal information) that the Company collects and processes is stored in the United States. If you are located outside of the United States, please be aware that information you submit will be transferred to the United States, and that the United States may not provide the same level of protections as the laws in your country. By continuing to provide us such information you hereby consent to this transfer. We access, retain, store, and use information for the least amount of time necessary pursuant to our relationship with you, and in accordance with our data retention policies and applicable law. We do not collect more personal information than is necessary to fulfill our obligations to you or for purposes stated in this Policy.

How Do We Use Cookies

Your Web Browser offers so-called "cookies," which, if you allow their use, store small amounts of data on your computer when you visit a website. Cookies do not contain any personally identifiable information about you and therefore cannot be used to identify you personally. Cookies assist us in tracking which of our features you like best. Cookies also enable us to customize our content according to your preferences. You have the ability to accept or decline cookies by modifying your browser. Our websites are viewable even if you disable the cookie function on your browser. However, if you disable cookies, some features or offerings will not be available to you.

We use a tool called "Google Analytics" to collect information about use of the Company's websites. Google Analytics collects information such as how often users visit the websites, what pages they visit when they do so, and what other sites they used prior to coming to our websites. We use the information we get from Google Analytics only to improve our website's functionality and operability. Google Analytics collects only the IP address assigned to you on the date you visit this site, rather than your name or other personal information. We do not combine the information collected through the use of Google Analytics with personally identifiable information. Although Google Analytics plants a permanent cookie on your web browser to identify you as a unique user the next time you visit this site, the cookie cannot be used by anyone but Google. Google's ability to use and share information collected by Google Analytics about your visits to our websites is restricted by the Google Analytics Terms of Use and the Google Privacy Policy. You can prevent Google Analytics from recognizing you on return visits to this site by disabling cookies on your browser. Google Analytics also uses electronic images known as web beacons (sometimes called single pixel gifs) and are used along with cookies to compile aggregated statistics to analyze how our websites are used. You can find additional information on how to install a browser add-on to prevent your data from being used by Google Analytics at tools.google.com/dlpage/gaoptout. For the cases in which personal data is transferred to the United States, Google has self-certified pursuant to the EU-US Privacy Shield. To receive the most recent information concerning how Google uses your personal information and other data, please visit google.com/policies/privacy/partners.

Do We Sell Personal Data

No. The Company does not sell, lease, or rent personal information on any individual, including minors, to a third party for profit or other valuable consideration. We only share information with such third parties as described in this Policy, and such sharing and disclosure is never undertaken for profit.

How Can You Control Your Personal Information

We believe that choice in how and when you are contacted is key to customer satisfaction, so we offer several ways for you to update your contact information or change your preferences. If you are a registered user at our websites, you will be able to log in and update or change your contact or account information. You may unsubscribe to any of our online email updates by following the unsubscribe instructions in the body of any message. You may write to us and update your contact information or ask that we not share your personal contact information with third parties at: Infobase, c/o Privacy Coordinator, 132 West 31st Street, New York, NY 10001. In those instances, we will retain your information in a "do not promote" file in our database. You may also contact us at Support@Infobase.com. We will take commercially reasonable steps to implement your opt-out requests promptly.

Security of Your Personal Information

We are committed to protecting the security of your personal information. Although we use our best efforts to secure your data when maintained by us, security during Internet transmissions cannot be assured. We have put in place physical, electronic, and administrative measures to safeguard the personal information we collect, and we use a variety of industry-standard security technologies and procedures to help protect your personal information from unauthorized access, use or disclosure, including:

- **Encryption**. We use Secure Sockets Layer (SSL) technology to encrypt important information, such as your credit card data, in an effort to prevent unauthorized access during transmission of your orders over the Internet.

- **Vendor Safeguards**. Infobase takes steps to require that third party organizations that work for the Company comply with our information collection, use, and disclosure policies and are do not to sell your information to third parties or to use it except as authorized by us and you, or as permitted or required by law.
- **Password Protection**. Your personal information will also be protected by the password you created when you registered at our website. The confidentiality of any password is yours to protect. You may change it anytime by following the instructions on the website.
- **Policies and Training**. Company employees are made aware of its privacy practices through Company policies, periodic communications and training.
- **Access Controls**. We limit access to personal data only to those Company employees or agents with a specific need to access or retrieve this information. The Company agrees to limit internal access to education records to those individuals who are determined to have legitimate educational interests. The Company will not use education records for any other purposes than those explicitly authorized in this contract.
- **Data Storage**. We store data on multiple service systems in controlled, secure, and encrypted environments.
- **Audits and Review**. To maintain the highest level of security, we conduct internal reviews of our security measures on a regular basis. The Company's network activity is continually monitored and tested by our staff and multiple service providers to improve product delivery and maintain scalability. These audits and reviews may trigger design changes and/or the deployment of new regional data centers to handle new or unusual client traffic.
- **Data Retention**. When an agreement expires, client data will be purged from our systems upon request from the institution.
- **Breach Notification**. The Company will notify its clients in the event that certain types of customer data is accessed by any breach of security resulting in an unauthorized release of client data.

Educational Institutions and Schools

If you are an educational agency or institution to which regulations under the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (FERPA), apply, the Company acknowledges that for the purposes of the Policy, the Company is a "school official" with "legitimate educational interests" in the educational records (and the personal information therein) that you provide to us, as those terms have been defined under FERPA and its implementing regulations, and the Company agrees to abide by the limitations and requirements imposed by 34 CFR 99.33(a) on school officials. Notwithstanding the foregoing, you hereby understand and agree that the Company may possess limited or no contact information for your students and students' parents, and therefore you will be responsible for obtaining any parental consent for any authorized user's use of our services that may be required by applicable law and to convey notification on behalf of the Company to students (or, with respect to a student under 18 years of age and not in attendance at a postsecondary institution, to the student's parent) of any judicial order or lawfully-issued subpoena requiring the disclosure of educational records (and the personal information therein) in the Company's possession as may be required under applicable law.

What Are My Rights and My Responsibilities

You are permitted, and hereby agree, to only provide personal data to the Company if such personal data is accurate, reliable, and relevant to our relationship and only to the extent such disclosure will not violate any applicable data protection law, statute, or regulation or infringe upon any individual's data privacy rights or privileges. If you provide the Company with any personal data, including personal data about a third party, you

expressly represent that you (i) have the full right and authority to submit the personal data to the Company, (ii) have obtained all necessary and appropriate consent for such disclosure of personal data to the Company, and (iii) will immediately contact the Company in the event such personal data is no longer accurate or needs to be amended for any reason to ensure compliance with this privacy statement. In addition, you may have certain rights with respect to the personal data that we collect and retain about you, and they are set forth below.

Parental Rights. The Company's services are directed to adults and educational institutions, which may furnish our services to students, including students/children under the age of thirteen. In compliance to the Children's Online Privacy Act (COPPA), the Company will not require a child to disclose more information than is reasonably necessary to participate in an activity related to our services. A description of the information the Company collects from children, how we use it, and to whom the information is disclosed is set forth above in this Policy, but only those areas applicable in the student user context (i.e., children do not attend our trade shows or serve as our service providers). The Company does not offer any services, or features within our services, that children may use to make their personal information publicly available. Parents can review their child's personal information, direct us to delete it, and refuse to allow any further collection or use of the child's information. Any such information will not be disclosed to third parties. Access to primary content and features is entirely possible with generic, non-specific user information. If you have any questions or concerns related to our data processing on children, please email us at Support@Infobase.com.

EEA Resident Rights. If you wish to access, correct, update, or request deletion of your personal information, you can do so at any time by contacting us at Support@Infobase.com.

In addition, you can object to processing of your personal information, ask us to restrict processing of your personal information, or request portability of your personal information. Again, you can exercise these rights by contacting us at Support@Infobase.com.

You have the right to opt out of marketing communications we send you at any time. You can exercise this right by clicking on the "unsubscribe" or "opt out" link in the marketing emails we send you. Registered users can manage their account settings and email marketing preferences. If you are an unregistered user, or to opt out of other forms of marketing (such as postal marketing or telemarketing), you may contact us at Support@Infobase.com.

Similarly, if we have collected and processed your personal information with your consent, then you can withdraw your consent at any time. Withdrawing your consent will not affect the lawfulness of any processing we conducted prior to your withdrawal, nor will it affect processing of your personal information conducted in reliance on lawful processing grounds other than consent. You have the right to complain to a data protection authority about our collection and use of your personal information. For more information, please contact your local data protection authority. We respond to all requests we receive from individuals wishing to exercise their data protection rights in accordance with applicable data protection laws. Notwithstanding the foregoing, we reserve the right to keep any information in our archives that we deem necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

California Privacy Rights. Pursuant to the California Consumer Privacy Act of 2018, as amended ("CCPA"), certain California residents may have additional data privacy rights, such as the right (i) to be notified about what personal information is collected about you, and our intended use and purpose for collecting your personal information, (ii) the right to know and access the categories or specific pieces of personal information we have collected, used, or disclosed about you over the past twelve (12) months; the categories of sources from which the personal information is collected; and, the business or commercial purpose for which your personal information was

collected, used, or disclosed, and (iii) to request the Company transfer, to the extent feasible, personal information in certain forms and formats. California residents have the right to request that we (and any applicable service provider) delete/erase your personal information under certain circumstances. California residents have the right to opt-out of the sale of their personal information, and the Company does not sell, lease, or rent personal information on any individual, including minors, to a third party for profit or other valuable consideration. California residents have the right not to be subject to discrimination for asserting their rights under the CCPA. To exercise any of these data privacy rights, please contact us, or have your authorized agent contact us, in accordance with the "Contact Information" section listed below. In the event you submit, or your authorized agent submits on your behalf, a data request, you (and your authorized agent) hereby acknowledge and agree, under penalty of perjury, that you are (or the authorized agent of) the consumer whose personal data is the subject of the request. We will respond to any data requests within the timeframes required by law, and we may charge a fee to facilitate your request, where permitted by law. The rights afforded under the CCPA are not absolute, and the Company may be permitted to refrain from undertaking any action or changing its data processing activities, in response to a data request you submit to us. If you make, or an authorized agent on your behalf makes, any request related to your personal data under the CCPA, the Company will ascertain your identity (and the identity of the authorized agent, to the extent applicable) to the degree of certainty required under the law before addressing your request. The Company may require you to match at least two or three pieces of personal data we have previously collected from you before granting you access to, or erasing, specific pieces, or categories of, personal data, or otherwise responding to your request. We may require written documentation that demonstrates a third party is authorized to serve as your agent for the purposes of submitting the requests set forth herein.

Marketing. You have the right to opt-out of receiving electronic direct marketing communications from us. All electronic direct marketing communications that you may receive from us, such as e-mail messages, will give you an option of not receiving such communications from us in the future. In addition, we do not share personal information with third parties with whom we have reason to believe use such information for their own direct marketing purposes.

Persons with Disabilities. The Company strives to ensure that every person has access to information related to our products and services, including this Policy. Please contact us if you would like this Privacy provided in an alternative format and we will seek to meet your needs.

Change to Our Privacy Policy

We will occasionally update this Privacy Policy as necessary to protect our users and to comply with a changing environment. If we update this Privacy Policy, we will notify you by posting a new Privacy Policy on this page. If we make any changes that materially change the ways we process or protect your information, we will provide additional notification of the changes by notifying registered users at the email addresses associated with their accounts. We will not make material changes in how we handle previously collected personal information that have retroactive effect unless legally required to do so.

Contact Information

If you have any questions about this Privacy Policy or our privacy practices or would like to exercise a privacy right set forth herein, please email us at Support@Infobase.com. Please include the URL of the website and/or name of the publication/product involved in your request.

Or you can contact us by mail at:

Privacy Coordinator
Infobase
132 West 31st Street
New York, NY 10001

BAFO Pricing Scenario

Name of Offeror: <u>Infobase Holdings, Inc.</u> Grades Submitted for: <u>District-wide, all grades</u>	Name of Program: <u>The World Almanac for Kids</u>	
Scenario	**Price**	**Methodology on how pricing was calculated.**
Provide pricing for an annual subscription for a district license for all schools:	**$4,664.00**	The current District-Wide renewal pricing which provides access to all schools within Henrico Co SD (HCS) includes a 20% discount off the district license list price. List price is based on FTE & # of schools.
46 Elementary School (PK-5) – the number of students per grade is: PK – 1270 KG – 3551 Gr. 1 – 3526 Gr. 2 – 3668 Gr. 3 – 3586 Gr. 4 – 3576 Gr. 5 - 3640	Access is included with full district-wide purchase	22,817 students – The World Almanac for Kids is primarily used by MS/HS students and teachers. Infobase includes PK-5 access at no additional charge with the purchase of the district license ($4,664.00).
12 Middle Schools (6-8) – the number of students per grade is: Gr. 6 – 3700 Gr. 7 – 3840 Gr. 8 – 3952	$8,040.00	If HCS drops the district-wide subscription and moves to individual buildings, it will cost $670 per MS building. The per building cost was calculated by taking the total # of middle school students 11,492 divided by 12 middle schools, averaging 958 students per building which would put them in the FTE 501-1000 price tier @$670/Middle School.
10 High Schools (9-12) – the number of students per grade is: Gr. 9 – 4431 Gr. 10 – 3990 Gr. 11 – 3742 Gr. 12 - 3714	$10,320.00	If HCS drops the district-wide subscription and moves to individual buildings, it would cost $1,032 per HS building. The per building cost was calculated by taking the total # of high school students 15,877 divided by 10 high schools, averaging 1588 students per building which would put them in the 1501-2000 price tier @ $1,032/ High School.

Provide pricing for 1 day (6 hours) of on-site professional development training for staff of 25 for above.	$2,000.00	
Provide pricing for 1 day (6 hours) of virtual professional development training for staff of 25 for above.	Included	
Grand Total	**$4,664.00** for district-wide solution including as needed On Demand Virtual Professional Dev Training. **$6,664.00** if On-site training is required.	If HCS drops the district-wide subscription and moves to individual buildings, the grand total will depend on the total number of buildings that purchase.
Price per student based on the "Grand total" divided by the number of students the proposal is being submitted for.	**PK-12 District – Wide Implementation (50,186 Students):** • On Demand Virtual Training - $0.09 per student • On-Site Training - $0.13 per student **Middle Schools Implementation (11,492 students):** • On Demand Virtual Training - $0.69 per student • On-Site Training - $.87 per student **High Schools Implementation (15,877 students):** • On Demand Virtual Training - $0.65 per student • On-Site Training - $0.77 per student	

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ATTACHMENT I

BAFO PRICING OPTIONS

Provide pricing as it relates to the proposed solution	Price
Price per Student	**PK-12 District – Wide Implementation (50,186 Students):** • On Demand Virtual Training - $0.09 per student • On-Site Training - $0.13 per student **Middle Schools Implementation (11,492 students):** • On Demand Virtual Training - $0.69 per student • On-Site Training - $.87 per student **High Schools Implementation (15,877 students):** • On Demand Virtual Training - $0.65 per student • On-Site Training - $0.77 per student
Price per Teacher	N/A
Price per Classroom	N/A
Price per Site	$670 per MS building $1,032 per HS building
Price for District License PreK-5	N/A
Price for District License PreK-8	N/A
Price for District License PreK-12	**$4,664.00 - current pricing (all schools/50,186 students)**
Price for District License 6-8	$8,040.00 (12 schools/11,492 students)
Price for District License 6-12	$10,320.00 (22 schools/27,369 students)

Price for District License 9-12	$18,360.00 (10 schools/15,877 students)
1 day of Professional Development- train the trainer model (20 Elementary or Secondary ILCs/ITRTs, 3 Educational Specialist, + 1 additional personnel- total of 20 ±)	$2,000.00 for onsite Virtual training is included
1 day of Professional Development - price per teacher/librarian	N/A
1 day of Professional Development for Elementary or Secondary School Staff- approximately 35 - 100	$2,000.00 for onsite Virtual training is included

BAFO Pricing Scenario

Name of Offeror: <u>Infobase Holdings, Inc.</u> Grades Submitted for: <u>District-wide, all grades</u>		Name of Program: <u>Issues & Controversies</u>
Scenario	**Price**	**Methodology on how pricing was calculated.**
Provide pricing for an annual subscription for a district license for all schools:	**$6,139.00**	The current District-Wide renewal pricing which provides access to all schools within Henrico Co SD (HCS) includes a 20% discount off the district license list price. List price is based on FTE & # of schools.
46 Elementary School (PK-5) – the number of students per grade is: PK – 1270 KG – 3551 Gr. 1 – 3526 Gr. 2 – 3668 Gr. 3 – 3586 Gr. 4 – 3576 Gr. 5 - 3640	Access is included with full district-wide purchase.	22,817 students – Issues & Controversies is primarily used by MS/HS students and teachers. Infobase includes PK-5 access at no additional charge with the purchase of the district license ($6,139.00).
12 Middle Schools (6-8) – the number of students per grade is: Gr. 6 – 3700 Gr. 7 – 3840 Gr. 8 – 3952	$11,136.00	If HCS drops the district-wide subscription and moves to individual buildings, it will cost $928 per MS building. The per building cost was calculated by taking the total # of middle school students 11,492 divided by 12 middle schools, averaging 958 students per building which would put them in the FTE 501-1000 price tier @$928/Middle School.
10 High Schools (9-12) – the number of students per grade is: Gr. 9 – 4431 Gr. 10 – 3990 Gr. 11 – 3742 Gr. 12 - 3714	$12,900.00	If HCS drops the district-wide subscription and moves to individual buildings, it would cost $1290 per HS building. The per building cost was calculated by taking the total # of high school students 15,877 divided by 10 high schools, averaging 1588 students per building which would put them in the 1501-2000 price tier @ $1,290/ High School.

Provide pricing for 1 day (6 hours) of on-site professional development training for staff of 25 for above.	$2,000	
Provide pricing for 1 day (6 hours) of virtual professional development training for staff of 25 for above.	Included	
Grand Total	**$6,139.00** for district-wide solution including as needed On Demand Virtual Professional Dev Training. **$8,139.00** if On-site training is required.	If HCS drops the district-wide subscription and moves to individual buildings, the grand total will depend on the total number of buildings that purchase.
Price per student based on the "Grand total" divided by the number of students the proposal is being submitted for.	**PK-12 District – Wide Implementation (50,186 Students):** • On Demand Virtual Training - $0.12 per student • On-Site Training - $0.16 per student **Middle Schools Implementation (11,492 students):** • On Demand Virtual Training $0.96 per student • On-Site Training $1.14 per student **High Schools Implementation (15,877 students):** • On Demand Virtual Training $0.81 per student • On-Site Training $0.94 per student	

Provide pricing as it relates to the proposed solution	Price
Price per Student	N/A
Price per Teacher	N/A
Price per Classroom	N/A
Price per Site	$928 per MS building $1,290 per HS building
Price for District License PreK-5	N/A
Price for District License PreK-8	N/A
Price for District License PreK-12	**$6,139.00 - current pricing (all schools/50,186 students)**
Price for District License 6-8	$11,136.00 (12 schools/11,492 students)
Price for District License 6-12	$24,036.00 (22 schools/27,369 students)
Price for District License 9-12	$12,900 (10 schools/15,877 students)
1 day of Professional Development- train the trainer model (20 Elementary or Secondary ILCs/ITRTs, 3 Educational Specialist, + 1 additional personnel- total of 20 ±)	$2,000.00 for onsite Virtual training is included
1 day of Professional Development - price per teacher/librarian	N/A
1 day of Professional Development for Elementary or Secondary School Staff- approximately 35 - 100	$2,000.00 for onsite Virtual training is included

Name of Offeror: <u>Infobase Holdings, Inc.</u> Grades Submitted for: <u>District-wide, all grades</u>	Name of Program: <u>Bloom's Literature</u>	
Scenario	**Price**	**Methodology on how pricing was calculated.**
Provide pricing for an annual subscription for a district license for all schools:	**$5,696.00**	The current District-Wide renewal pricing which provides access to all schools within Henrico Co SD (HCS) includes a 20% discount off the district license list price. List price is based on FTE & # of schools.
46 Elementary School (PK-5) – the number of students per grade is: PK – 1270 KG – 3551 Gr. 1 – 3526 Gr. 2 – 3668 Gr. 3 – 3586 Gr. 4 – 3576 Gr. 5 - 3640	Access is included with full district-wide purchase.	22,817 students – Bloom's Literature is primarily used by MS/HS students and teachers. Infobase includes PK-5 access at no additional charge with the purchase of the district license ($5,696.00).
12 Middle Schools (6-8) – the number of students per grade is: Gr. 6 – 3700 Gr. 7 – 3840 Gr. 8 – 3952	$11,136.00	If HCS drops the district-wide subscription and moves to individual buildings, it will cost $928 per MS building. The per building cost was calculated by taking the total # of middle school students 11,492 divided by 12 middle schools, averaging 958 students per building which would put them in the FTE 501-1000 price tier @$928/Middle School.
10 High Schools (9-12) – the number of students per grade is: Gr. 9 – 4431 Gr. 10 – 3990 Gr. 11 – 3742 Gr. 12 - 3714	$12,900.00	If HCS drops the district-wide subscription and moves to individual buildings, it would cost $1290 per HS building. The per building cost was calculated by taking the total # of high school students 15,877 divided by 10 high schools, averaging 1588 students per building which would put them in the 1501-2000 price tier

		@ $1,290/ High School.
Provide pricing for 1 day (6 hours) of on-site professional development training for staff of 25 for above.	$2,000.00	
Provide pricing for 1 day (6 hours) of virtual professional development training for staff of 25 for above.	Included	
Grand Total	**$5,696.00** for district-wide solution including as needed On Demand Virtual Professional Dev Training. **$7,696.00** if On-site training is required.	If HCS drops the district-wide subscription and moves to individual buildings, the grand total will depend on the total number of buildings that purchase.
Price per student based on the "Grand total" divided by the number of students the proposal is being submitted for.	**PK-12 District – Wide Implementation (50,186 Students):** • On Demand Virtual Training - $0.11 per student • On-Site Training - $0.15 per student **Middle Schools Implementation (11,492 students):** • On Demand Virtual Training $0.96 per student • On-Site Training $1.14 per student **High Schools Implementation (15,877 students):** • On Demand Virtual Training $0.81 per student • On-Site Training $0.94 per student	

BAFO PRICING OPTIONS

Provide pricing as it relates to the proposed solution	Price
Price per Student	**PK-12 District – Wide Implementation (50,186 Students):** • On Demand Virtual Training - $0.11 per student • On-Site Training - $0.15 per student **Middle Schools Implementation (11,492 students):** • On Demand Virtual Training $0.96 per student • On-Site Training $1.14 per student **High Schools Implementation (15,877 students):** • On Demand Virtual Training $0.81 per student • On-Site Training $0.94 per student
Price per Teacher	N/A
Price per Classroom	N/A
Price per Site	$928 per MS building $1,290 per HS building
Price for District License PreK-5	N/A
Price for District License PreK-8	N/A
Price for District License PreK-12	**$5,696.00 - current pricing (all schools/50,186 students)**
Price for District License 6-8	$11,136.00 (12 schools/11,492 students)
Price for District License 6-12	$24,036.00 (22 schools/27,369 students)

Price for District License 9-12	$12,900 (10 schools/15,877 students)
1 day of Professional Development- train the trainer model (20 Elementary or Secondary ILCs/ITRTs, 3 Educational Specialist, + 1 additional personnel- total of 20 ±)	$2,000.00 for onsite Virtual training is included
1 day of Professional Development - price per teacher/librarian	N/A
1 day of Professional Development for Elementary or Secondary School Staff- approximately 35 - 100	$2,000.00 for onsite Virtual training is included

Infobase

Pricing by FTE- (Full-time Enrollment)		K12 Schools - District Pricing*	
Product	**Level**	**District Pricing**	**BAFO 25% District**
Careers			
Ferguson's Career Guidance	M/HS	$ 10,755	$ 8,066.25
Current Issues			
Issues & Controversies	M/HS	Please see Attachment H&I	
World News Digest	M/HS	$ 20,517	$ 15,387.75
General Reference			
Source Reference - CREDO (K12)	M/HS	$ 20,517	$ 15,387.75
Polling the Nations	M/HS	$ 14,805	$ 11,103.75
The Mailbox Plus	Elem -PreK-6	$ 44,942	$ 33,706.50
The World Almanac for Kids - Elementary	Elem	$ 32,430	$ 24,322.50
The World Almanac for Kids	Inter/MS	Please see Attachment H&I	
Geography			
World Geography and Culture	M/HS	$ 14,805	$ 11,103.75
History Resources			
American History	M/HS	$ 20,517	$ 15,387.75
African-American History	M/HS	$ 14,805	$ 11,103.75
American -Indian History	M/HS	$ 14,805	$ 11,103.75
Ancient & Medieval History	M/HS	$ 14,805	$ 11,103.75
Modern World History	M/HS	$ 14,805	$ 11,103.75
History BUNDLE - Includes all 5 History Databases above	M/HS	$ 55,839	$ 41,879.25
Issues & Controversies in History	M/HS	$ 14,805	$ 11,103.75
Literature and Writing			
Bloom's Literature Online	M/HS	Please see Attachment H&I	
Writer's Reference Center	M/HS	$ 14,805	$ 11,103.75
Religion	M/HS		
World Religions Online	M/HS	$ 14,805	$ 11,103.75
Science			
Science Online	M/HS	$ 20,517	$ 15,387.75
Today's Science	M/HS	$ 14,805	$ 11,103.75
eBook Subscription			$ -
Middle/HS eBook Subscription	M/HS	$ 22,806	$ 17,104.50
Mutimedia Resources			
Learn360	K-12	$ 72,762	$ 54,571.50
Collection	M/HS	$ 8,100	$ 6,075.00
add on to L360 Classroom The Mailbox Plus	Elem -PreK-6	$ 32,430	$ 24,322.50
add on to L360 Classroom Streamable Learning or stand alone	K-12	$ 66,933	$ 50,199.75
Streaming Video Resources			
Classroom Video On Demand Master Collection	M/HS	$ 10,260	$ 7,695.00
Classroom Video On Demand -Career and Tech Ed only	M/HS	$ 8,793	$ 6,594.75
and CTE collections	M/HS	$ 15,242	$ 11,431.50
World Cinema Collection	M/HS/AP	$ 7,812	$ 5,859.00
Dpricing			

Infobase

Henrico County Schools
BAFO Price List 2022

Pricing by FTE- (Full-time Enrollment)

K12 Schools - Individual School Pricing

Product	Level	<250 FTE	5% discount	251-500 FTE	5% discount	501-1,000 FTE	5% discount	1,001-1,500 FTE	5% discount	1,501-2,000+ FTE	5% discount
Careers											
Ferguson's Career Guidance	M/HS	$ 651	$ 618	$ 760	$ 722	$ 977	$ 928	$ 1,195	$ 1,135	$ 1,358	$ 1,290
Current Issues											
Issues & Controversies	M/HS	$ 651	$ 618	$ 760	$ 722	$ 977	$ 928	$ 1,195	$ 1,135	$ 1,358	$ 1,290
World News Digest	M/HS	$ 651	$ 618	$ 760	$ 722	$ 977	$ 928	$ 1,195	$ 1,135	$ 1,358	$ 1,290
General Reference											
Source Reference - CREDO (K12)	M/HS	$ 651	$ 618	$ 760	$ 722	$ 977	$ 928	$ 1,195	$ 1,135	$ 1,358	$ 1,290
Polling the Nations	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
The Mailbox Plus	Elem -PreK-6	$ 651	$ 618	$ 760	$ 722	$ 977	$ 928	$ 1,086	$ 1,032	$ 1,195	$ 1,135
The World Almanac for Kids - Elementary	Elem	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
The World Almanac for Kids	Inter/MS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
Geography											
World Geography and Culture	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
History Resources											
American History	M/HS	$ 651	$ 618	$ 868	$ 825	$ 977	$ 928	$ 1,195	$ 1,135	$ 1,412	$ 1,341
African-American History	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
American -Indian History	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
Ancient & Medieval History	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
Modern World History	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
History BUNDLE - Includes all 5 History Databases above	M/HS	$ 1,670	$ 1,587	$ 2,127	$ 2,021	$ 2,659	$ 2,526	$ 3,572	$ 3,393	$ 4,029	$ 3,828
Issues & Controversies in History	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
Literature and Writing											
Bloom's Literature Online	M/HS	$ 651	$ 618	$ 760	$ 722	$ 977	$ 928	$ 1,195	$ 1,135	$ 1,358	$ 1,290
Writer's Reference Center	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
Religion	M/HS										
World Religions Online	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
Science											
Science Online	M/HS	$ 651	$ 618	$ 760	$ 722	$ 977	$ 928	$ 1,195	$ 1,135	$ 1,358	$ 1,290
Today's Science	M/HS	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
eBook Subscription											
Middle/HS eBook Subscription	M/HS	$ 651	$ 618	$ 868	$ 825	$ 1,086	$ 1,032	$ 1,140	$ 1,083	$ 1,303	$ 1,238
Mutimedia Resources					$ -						
Learn360	K-12	$ 699	$ 664	$ 977	$ 928	$ 1,086	$ 1,032	$ 1,221	$ 1,160	$ 1,443	$ 1,371
add on to L360 Classroom Video On Demand Master	M/HS	$ 350	$ 333	$ 500	$ 475	$ 650	$ 618	$ 900	$ 855	$ 1,199	$ 1,139
add on to L360 Classroom The Mailbox Plus	Elem -PreK-6	$ 434	$ 412	$ 542	$ 515	$ 705	$ 670	$ 977	$ 928	$ 1,086	$ 1,032
add on to L360 Classroom Streamable Learning or stand alone	K-12	$ 499	$ 474	$ 799	$ 759	$ 999	$ 949	$ 1,499	$ 1,424	$ 1,999	$ 1,899
Streaming Video Resources											
Classroom Video On Demand Master Collection	M/HS	$ 651	$ 618	$ 868	$ 825	$ 1,082	$ 1,028	$ 1,140	$ 1,083	$ 1,303	$ 1,238
Classroom Video On Demand -Career and Tech Ed only	M/HS	$ 434	$ 412	$ 651	$ 618	$ 868	$ 825	$ 977	$ 928	$ 1,086	$ 1,032
Classroom Video On Demand BUNDLE - Includes Master	M/HS	$ 868	$ 825	$ 1,216	$ 1,155	$ 1,560	$ 1,482	$ 1,694	$ 1,609	$ 1,911	$ 1,816
World Cinema Collection	M/HS/AP	$ 434	$ 412	$ 542	$ 515	$ 651	$ 618	$ 868	$ 825	$ 977	$ 928

Multi Database Discount Schedule for individual buildings	
3 Databases	10%
4 Databases	15%
5 Databases	20%
6+ Databases	25%
Please Note: Multi Database Discount does not apply to District pricing	

Henrico County Public Schools

RFP# 22-2326-3EMF

Library Databases

Empowering you to discover your world
and continuously pursue your fullest potential.

Table of Contents

Tab 1 – Introduction and Signed Forms

A: Cover Letter

RFP#22-2326-3EMF Library Databases	
Oscar Knott, Purchasing Director	Nancy Grandinetti, RFP Manager
Henrico County Public Schools	Infobase Holdings, Inc.
8600 Staples Mill Rd., Henrico, VA 23273-0775	132 West 31st Street – 16th Floor, New York, NY 10001
801.501.5660	800-322-8755
Kno008@henrico.us	bids@infobase.com

Dear Mr. Knott,

Infobase Holdings, Inc. (Infobase) is pleased to submit our response to Henrico County Public Schools (HCPS) RFP#22-2326-3EMF Library Databases. Infobase has been partnering with HCPS since 2008 providing the expertly curated, award-winning resources Bloom's Literature, Issues & Controversies, and World Almanac for Kids.   In response to RFP#22-2326-3EMF Library Databases, we have submitted a detailed outline of the resources currently available to HCPS staff and students as well as additional resources supporting the district's goal to provide school library research databases for all grade levels.

Our proposed solution includes a variety of additional award-winning resources that will support the district's desire to achieve academic excellence and transform teaching and learning to provide engaging learner-centered experiences for all HCPS students.

Infobase has been providing these instructional resources to school districts, public libraries, and higher education institutions for eight decades. We have developed a proven, highly useful suite of tools that includes databases, eBooks, streaming videos, research tools, and professional development.

Our proven suite of products and services provides a powerful user experience whereby our content is highly honed to provide the right information for users – saving valuable time while providing the most relevant results. Our vast repository of content comes from academic sources as well as known media providers such as BBC, PBS, HBO, and A & E. Infobase's unique approach combines high-quality content with user-rich features and functionality while constantly expanding our content coverage and reach.

We look forward to the opportunity to grow our partnership with the administrators, educators, staff, students, and families of Henrico County Public Schools.

Sincerely,

Nancy Grandinetti

Nancy Grandinetti, RFP Manager
Infobase Holdings, Inc.

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B. Proposal Signature Sheet – Attachment A

ATTACHMENT A
PROPOSAL SIGNATURE SHEET

My signature certifies that the proposal as submitted complies with all requirements specified in this Request for Proposal ("RFP") **No. 22-2326-3EMF Library Research Databases for Henrico County Public Schools.**

My signature also certifies that by submitting a proposal in response to this RFP, the Offeror represents that in the preparation and submission of this proposal, the Offeror did not, either directly or indirectly, enter into any combination or arrangement with any person or business entity, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraining of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section 1) or Sections 59.1-9.1 through 59.1-9.17 or Sections 59.1-68.6 through 59.1-68.8 of the Code of Virginia.

I hereby certify that I am authorized to sign as a legal representative for the business entity submitting this proposal.

LEGAL NAME OF OFFEROR (DO <u>NOT</u> USE TRADE NAME):	
Infobase Holdings, Inc.	
ADDRESS: 132 West 31st. St. 16th Floor	
New York, NY 10001	
FEDERAL ID NO: 13-3720604	
SIGNATURE: *Nancy Grandinetti*	
NAME OF PERSON SIGNING (PRINT): Nancy Grandinetti	
TITLE: RFP Manager	
TELEPHONE: 212.896.4250	
FAX: 212.313.9443	
EMAIL ADDRESS: bids@infobase.com	
DATE: 6/17/2022	

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c. Business Classification Form – Attachment B

ATTACHMENT B
BUSINESS CATEGORY CLASSIFICATION FORM

Company Legal Name: Infobase Holdings, Inc.

This form completed by: Signature: *Nancy Grandinetti*   Title: RFP Manager

Date: 6/17/2022

PLEASE SPECIFY YOUR <u>BUSINESS CATEGORY</u> BY CHECKING THE APPROPRIATE BOX(ES) BELOW.

(Check all that apply.)

☐ SMALL BUSINESS
☐ WOMEN-OWNED BUSINESS
☐ MINORITY-OWNED BUSINESS
☐ SERVICE-DISABLED VETERAN
☐ EMPLOYMENT SERVICES ORGANIZATION
☒ NON-SWaM (Not Small, Women-owned or Minority-owned)

> SUPPLIER REGISTRATION – The County of Henrico encourages all suppliers interested in doing business with the County to register with eVA, the Commonwealth of Virginia's electronic procurement portal, http://eva.virginia.gov.
>
> eVA Registered? ☒ Yes ☐ No

If certified by the Virginia Minority Business Enterprises (DMBE), provide DMBE certification number and expiration date.

_____ NUMBER   _____ DATE

DEFINITIONS

For the purpose of determining the appropriate business category, the following definitions apply:

"Small business" means a business, independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or annual gross receipts of $10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business.

"Women-owned business" means a business that is at least 51 percent owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

"Minority-owned business" means a business that is at least 51 percent owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals.

"Minority individual" means an individual who is a citizen of the United States or a legal resident alien and who satisfies one or more of the following definitions:

1. *"African American"* means a person having origins in any of the original peoples of Africa and who is regarded as such by the community of which this person claims to be a part.

2. *"Asian American"* means a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands, including but not limited to Japan, China, Vietnam, Samoa, Laos, Cambodia, Taiwan, Northern Mariana Islands, the Philippines, a U.S. territory of the Pacific, India, Pakistan, Bangladesh, or Sri Lanka and who is regarded as such by the community of which this person claims to be a part.

3. *"Hispanic American"* means a person having origins in any of the Spanish-speaking peoples of Mexico, South or Central America, or the Caribbean Islands or other Spanish or Portuguese cultures and who is regarded as such by the community of which this person claims to be a part.

4. *"Native American"* means a person having origins in any of the original peoples of North America and who is regarded as such by the community of which this person claims to be a part or who is recognized by a tribal organization.

"Service disabled veteran business" means a business that is at least 51 percent owned by one or more service disabled veterans or, in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more individuals who are service disabled veterans and both the management and daily business operations are controlled by one or more individuals who are service disabled veterans.

"Service disabled veteran" means a veteran who (i) served on active duty in the United States military ground, naval, or air service, (ii) was discharged or released under conditions other than dishonorable, and (iii) has a service-connected disability rating fixed by the United States Department of Veterans Affairs.

"Employment services organization" means an organization that provides community-based employment services to individuals with disabilities that is an approved Commission on Accreditation of Rehabilitation Facilities (CARF) accredited vendor of the Department of Aging and Rehabilitative Services.

D. Virginia State Corporation Commission Registration Information – Attachment C

ATTACHMENT C
Virginia State Corporation Commission (SCC)
Registration Information

The Offeror:

[X] is a corporation or other business entity with the following SCC identification number:

    F212038-6   **-OR-**

[ ] is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust **-OR-**

[ ] is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the Bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from Bidder's out-of-state location) **-OR-**

[ ] is an out-of-state business entity that is including with this bid/proposal an opinion of legal counsel which accurately and completely discloses the undersigned Bidder's current contracts with Virginia and describes why those contracts do not constitute the transaction of business in Virginia within the meaning of §13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

Please check the following box if you have not checked any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids: [ ]

F. Direct Contact with Students Form – Attachment F

ATTACHMENT F
DIRECT CONTACT WITH STUDENTS

Name of Offeror: Infobase Holdings, Inc.

Pursuant to Va. Code § 22.1-296.1, as a condition of awarding a contract for the provision of services that require the contractor or employees of the contractor to have direct contact with students on school property during regular school hours or during school-sponsored activities, the contractor shall provide certification of whether any individual who will provide such services has been convicted of any violent felony set forth in the definition of barrier crime in subsection A of Va. Code § 19.2-392.02; any offense involving the sexual molestation, physical or sexual abuse, or rape of a child; or any crime of moral turpitude.

Any individual making a materially false statement regarding any such offense is guilty of a Class 1 misdemeanor and, upon conviction, the fact of such conviction is grounds for the revocation of the contract to provide such services and, when relevant, the revocation of any license required to provide such services.

As part of this submission, I certify the following:

☐ [X] **None of the individuals who will be providing services that require direct contact with students on school property during regular school hours or during school-sponsored activities have been convicted of a violent felony set forth in the definition of "barrier crime" in Va. Code § 19.2-392.02(A); an offense involving the sexual molestation, physical or sexual abuse, or rape of a child;**

And (select one of the following)

[X] **None of the individuals who will be providing services that require direct contact with students on school property during regular school hours or during school-sponsored activities have been convicted of any felony or any crime of moral turpitude.**

or

☐ **One or more individuals who will be providing services that require direct contact with students on school property during regular school hours or during school-sponsored activities has been convicted of a felony or crime of moral turpitude that is not set forth in the definition of "barrier crime" in Va. Code § 19.2-392.02(A) and does not involve the sexual molestation, physical or sexual abuse, or rape of a child. (In the case of a felony conviction meeting these criteria, the contractor must submit evidence that the Governor has restored the individual's civil rights.).**

Nancy Grandinetti
Signature of Authorized Representative

Nancy Grandinetti, RFP Manager
Printed Name of Authorized Representative

Infobase Holdings, Inc.
Printed Name of Vendor
(if different than Representative)

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ACORD® CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
04/06/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:		
Aon Risk Services Central, Inc. St. Louis MO Office 4220 Duncan Avenue Suite 401 St Louis MO 63110 USA	PHONE (A/C. No. Ext): (866) 283-7122		FAX (A/C. No.): (800) 363-0105
	E-MAIL ADDRESS:		

	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	INSURER A: StarNet Insurance Company	40045
Infobase Holdings, Inc. 132 West 31st Street New York NY 10001 USA	INSURER B: Steadfast Insurance Company	26387
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

Holder Identifier :

COVERAGES   CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR			TCP 7014199-13	01/01/2022	01/01/2023	EACH OCCURRENCE	$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$1,000,000
							MED EXP (Any one person)	$15,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC OTHER:						GENERAL AGGREGATE	$2,000,000
							PRODUCTS - COMP/OP AGG	$2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			TCP 7014199-13	01/01/2022	01/01/2023	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
							Comp./Coll. Ded.	$1,000
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $10,000			TCP 7014199-13	01/01/2022	01/01/2023	EACH OCCURRENCE	$5,000,000
							AGGREGATE	$5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-	
							E.L. EACH ACCIDENT	
							E.L. DISEASE-EA EMPLOYEE	
							E.L. DISEASE-POLICY LIMIT	
B	Media Prof			EOC562926400 SIR applies per policy terms & conditions	01/15/2022	01/15/2023	Cyber Liability SIR	$5,000,000 $200,000

Certificate No :

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
Infobase Holdings, Inc. 132 West 31st Street New York NY 10001 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE *Aon Risk Services Central, Inc.*

ACORD 25 (2016/03)   The ACORD name and logo are registered marks of ACORD

Zurich Pro Plus® Declarations

ZURICH®

Insurance is provided by**:**

Steadfast Insurance Company
Dover, Delaware
Administrative Offices - 1299 Zurich Way
Schaumburg, IL 60196-1056

THIS POLICY PROVIDES CLAIMS MADE AND REPORTED COVERAGE. **CLAIMS** MUST FIRST BE MADE AGAINST THE **INSUREDS** DURING THE **POLICY PERIOD** AND REPORTED TO US PURSUANT TO SUBSECTION VIII.H. OF THIS POLICY. ALSO, VARIOUS PROVISIONS IN THIS POLICY RESTRICT COVERAGE. PLEASE READ THE ENTIRE POLICY CAREFULLY TO DETERMINE RIGHTS, DUTIES AND WHAT IS AND WHAT IS NOT COVERED. THE PAYMENT OF **DEFENSE COSTS** REDUCES THE LIMITS OF LIABILITY.

Policy Number: EOC 5629264 - 00   Renewal of:

Item 1. **Named Insured** and Mailing Address: Infobase
132 W 31st St
New York, NY 10001-3406

Item 2. **Policy Period**:   From: 12:01 A.M. on 01/15/2022   To: 12:01 A.M. on 01/15/2023
Local time at the address shown in Item 1.

Item 3. Aggregate Policy Limit of Liability: $3,000,000 each **Policy Period** for all Coverage Parts, combined.
Note: The Limits of Liability and Self-Insured Retention ("SIR") are reduced or exhausted by **Defense Costs**.

Item 4. Coverage Schedule

Coverages	Each **Claim** Limit of Liability	Aggregate Limit of Liability	Self-Insured Retention (Each **Claim**)	Retroactive Date
Expanded Security and Privacy Coverage Part				
A. Liability Coverages				
1. Security Liability Coverage	$3,000,000	$3,000,000	$100,000	01/01/1940
2. Privacy Liability Coverage	$3,000,000	$3,000,000	$100,000	01/01/1940
3. Media Liability Coverage	N/A	N/A	N/A	N/A
4. Regulatory Proceedings Coverage	$3,000,000	$3,000,000	$100,000	01/01/1940
5. General Data Protection Regulations Coverage	$3,000,000	$3,000,000	$100,000	01/01/1940
6. Payment Card Industry Coverage	$3,000,000	$3,000,000 Part of and not in addition to the A.4. Regulatory Proceedings Coverage Aggregate Limit of Liability	$100,000	01/01/1940

B. First Party Coverages

1. Breach Costs Coverage	$3,000,000	$3,000,000	$100,000	N/A
2. Business Income Loss Coverage	$3,000,000	$3,000,000	The greater of: $100,000 or 24 hours **(Waiting Hours Retention)**	N/A
3. Dependent Business Income Loss Coverage	$3,000,000	$3,000,000 Part of and not in addition to the B.2. Business Income Loss Coverage Aggregate Limit of Liability	The greater of: $100,000 or 24 hours **(Waiting Hours Retention)**	N/A
4. System Failure Business Income Loss Coverage	$3,000,000	$3,000,000	The greater of: $100,000 or 24 hours **(Waiting Hours Retention)**	N/A
5. System Failure Dependent Business Income Loss Coverage	$3,000,000	$3,000,000 Part of and not in addition to the B.4. System Failure Business Income Loss Coverage Aggregate Limit of Liability	The greater of: $100,000 or 24 hours **(Waiting Hours Retention)**	N/A
6. Digital Asset Replacement Expense Coverage	$3,000,000	$3,000,000	$100,000	N/A
7. Cyber Extortion Coverage	$3,000,000	$3,000,000	$100,000	N/A
8. Reward Payment Coverage	N/A	N/A Part of and not in addition to the B.7. Cyber Extortion Coverage Aggregate Limit of Liability	N/A	N/A
9. Reputational Damage Coverage	$1,500,000 Subject to the **Daily Cap** limit of $1,000,000	$1,500,000 Subject to the **Daily Cap** limit of $1,000,000	336 hours **(Adverse Media Waiting Period)**	01/15/2022
10. Social Engineering Funds Transfer Fraud Event Coverage	N/A	N/A	N/A	N/A

11. Social Engineering Theft of Funds Held in Trust Coverage	N/A	N/A Part of and not in addition to the B.10. Social Engineering Funds Transfer Fraud Event Coverage Aggregate Limit of Liability	N/A	N/A
12. Social Engineering Theft of Personal Funds Coverage	N/A	N/A Part of and not in addition to the B.10. Social Engineering Funds Transfer Fraud Event Coverage Aggregate Limit of Liability	N/A	N/A
13. Claim Avoidance Coverage	N/A	N/A	N/A	N/A
Media Liability Coverage Part	$3,000,000	$3,000,000	$100,000	01/15/2022
Media Liability				
Technology Liability Coverage Part				
Information Technology and Internet Liability	$3,000,000	$3,000,000	$100,000	01/01/1940
Common Policy Provisions				
Liability Coverage Extensions				
B. Supplemental Payments Extensions				
3. E-Discovery Expense	$0	$0	N/A	N/A
C. Public Relations Expenses Extension	$0	$0	N/A	N/A

Item 5.   Optional Extended Reporting Period:

        A.   1 year(s) for 100% of the annual premium

Item 6.   Notices to us:

A. Address for notice of **Claims**, **Circumstances** or **Events**: Zurich North America - P. O. Box 968041 Schaumburg, IL 60196-8041 Fax: (866) 255-2962 Email: msgclms@Zurichna.com	B. Address for all other notice: Zurich North America - MSG - Specialty E&O 150 Greenwich Street New York, NY 10007 US chris.boylan@zurichna.com

Item 7.   Endorsements Effective At Inception: Refer to the attached Schedule of Forms and Endorsements

Tab 2 – Statement of the Scope.
General Requirements

1. A solution for PK-12 coverage for general encyclopedia databases including, but not limited to dictionary, thesaurus, almanac, and atlas.
The Infobase suite of products proposed includes a myriad of PK-12 award-winning resources that will help support the district's desire to achieve academic excellence and transform teaching and learning to provide engaging learner-centered experiences for all HCPS students.

2. The ability to print and/or email and/or transfer to Google Drive accounts of full text abstracts, and graphics and does not require email access on the searching computer.
Yes, all the Infobase Online Research Databases proposed can print and/or email and/or transfer to Google Drive accounts of full text, abstracts, and graphics and do not require email access on the searching computer.

3. Lesson plans and/or resources tied to Virginia SOL.
Yes, all the Infobase Online Research Databases are aligned to Virginia Standards of Learning and can include standards search.

4. Copy-ready citations, format tools, compatible with citation builder such as Noodle Tools.
Yes, citations can be exported from Infobase Online Research Databases to Noodle Tools. The citation tool provides formatted citations for the following standards:
MLA
Chicago Manual of Style
Harvard
American Psychological Association (APA)
The citation tool can be accessed on any record detail page by clicking on the Citation button.

Export your citation to one of our citation partners: NoodleTools or EasyBib to transfer the citation directly to your NoodleTools or EasyBib account.

5. Translation for ELL students and language classes and audio for students.

A Translate tool is available at the bottom of every page on the video and database platforms.

To translate a page, select a language from the Translate tool drop-down menu. As you navigate around the platform, the language setting will be retained. *Note that each page initially loads in English but is then translated automatically to the selected language.

Users can also change their default language to something other than English by setting up a user profile and modifying their user settings.

In addition to translating the text on any page, the translate tool also translates the interactive transcript for any video that has a transcript available. By allowing users to view the transcript in any language, this tool can be used for foreign language learning as well as ESL learning activities.

To return to the original language select the "Show Original" button or the "x" in the Google translate bar.

Please note, this feature **DOES NOT** translate the audio track or closed captioning of a video to the translated language you've selected in the Translate tool. To browse our selection of audio recordings and videos available in other languages please visit the Advanced Search page.

6. A variety of formats (video, audio, eBook, reference, periodical, transcript, etc.) which include primary and secondary source documents.

The Infobase suite of products proposed includes a myriad of PK-12 award-winning resources in a variety of formats. All content that is added to our platforms is carefully checked and curated both by our editorial and digital product managers for accuracy, currency, and completeness. This ensures product integrity. In the unlikely event that an error is noted, it can be corrected and made live within a day. Processing of content includes adding features and tools to enhance the user experience, including searchable transcripts, closed captioning, segments (with some exceptions), correlations (K-12 only), playlist functionality, and more. Search results are returned sorted by relevance for all Articles, Primary Sources, Experiments, Images, Diagram and Videos. News and Timeline results are returned in chronological order, with the most recent articles listed first.

7. Reading, vocabulary, and conceptual level appropriate for age level of students.

Yes, the Infobase suite of products proposed includes a myriad of PK-12 award-winning resources in a variety of reading, vocabulary, and conceptual levels appropriate for the age level of students. Two of the three resources HCPS currently uses (Blooms Literature Online & Fergusons Career Guidance Center) are appropriate for Middle/High School students and include reading, vocabulary, and conceptual levels appropriate for Middle/High School students. The World Almanac for Kids – another HCPS Infobase subscription - is designed for Middle/Intermediate School students and includes reading, vocabulary, and conceptual levels appropriate for Middle/ Intermediate School students. We have proposed additional resources supporting all grade levels.

8. Articles that can be linked to Schoology and/or other district platform programs.

Yes, articles can be linked to Schoology and/or other district platform programs. The Infobase Learning Online Database Platform integrates with a variety of other products and partners. You can see the level of integration available for each of these products in the charts below. For more information about any of these integration options, please contact our Support team at database.support@infobaselearning.com.

Configuration and technical support of the methods listed below all come at no additional cost to our customers.

Learning Management System Integration

With our partnered learning management systems and classroom tools, there are three levels of integration. The first level would be using our record URLs, which are authenticated links directly to a specific article or asset within a product. The next level is an embed code that provides simple HTML that can be inserted into any LMS to add embedded content. And finally, the highest level is some form of direct integration, such as an LTI app for a learning management system or a tool within the platform for sharing content directly to another service.

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LMS	Integration
Google Classroom	Record URLs, Embed Codes, Direct Integration, Share to Google Classroom
Canvas	Record URLs, Embed Codes, Direct Integration
D2L	Record URLs, Embed Codes, Direct Integration
Moodle	Record URLs, Embed Codes
Moodlerooms	Record URLs, Embed Codes
Blackboard	Record URLs, Embed Codes
Sakai	Record URLs, Embed Codes
Edmondo	Record URLs, Embed Codes
Schoology	Record URLs, Embed Codes, Direct Integration
Itslearning	Record URLs, Embed Codes
Office365	Record URLs, Embed Codes
Microsoft Sign In	
Google Sign in	

Discovery Services Integration

The chart below shows the Infobase Learning Database platform's integrations with our various partnered discovery services. The first level of integration, HTML search results, is commonly referred to as "screen-scraping" and indicates that the partner has access to the platform itself where they can harvest our meta-data. The second level of integration is using our search API. The search API indexes search results currently available in the platform and creates a customizable XML export - the partner then uses this export to integrate the data into their products. For additional information about how the Infobase API solution works, please click here to read a detailed help article.

Discovery Service	HTML Search Results	Search API
Ebsco	✓	✓
Softlink	✓	✓
ExLibris	✓	✓
Follett	✓	✓
ProQuest	✓	✓
Insignia	✓	✓
MuseGlobal	✓	
OCLC		✓

If you have any questions about integrations with the Infobase Database Platform's partnerships and integrations, or if there is anything else we can help with, please contact our database support department at database.support@infobaselearning.com

Our video platform also integrates variety of other products and partners. Please visit our Video On Demand Partner Integrations page for a complete list of Integration partners:
https://infobase-cvod.zendesk.com/hc/en-us/articles/360026502014-Classroom-Video-On-Demand-Partner-Integrations

9.Searches multiple encyclopedias/articles/etc.
The Infobase suite of products proposed includes a myriad of PK-12 award-winning databases providing a variety of resources that search multiple material types. Please see the Executive Summary for a description of the proposed databases and the Demo Environment Section to view and search the multiple resources available in each product.

10. Ease of access. No more than 3 clicks from initial search to get to information.
Yes, all Infobase online resources are designed with ease of use in mind. Information is available after the initial search with the ability to refine or broaden. The intuitive design allows users to find relevant information quickly through customizable searches and browsing.

11. Multiple reading levels preferred (single articles that can be leveled for reading ability).
The Infobase Research Databases support the multiple reading levels within each database. The articles available in each database are age and reading level appropriate. Please see the Executive Summary for a description of the proposed databases and the Demo Environment Section to view and search the multiple resources available in each product.

12. Graphic friendly, colorful interface, and are ADA compliant and comply with the Information Technology Accessibility Act Code of Virginia- 2-2-3500)
Yes, all Infobase online resources include a graphic friendly, colorful interface and are ADA compliant and comply with the Information Technology Accessibility Act Code of Virginia 2-2-3500). Please see the attached links to each products Accessibility Statements.

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Tab 3 - Offeror Qualifications, Experience, Resumes and Financial Capacity

For eight decades, Infobase Holdings, Inc. (Infobase) has provided a powerful suite of research tools including eBooks, databases, reference materials, video on demand, and professional development unmatched in the marketplace. Infobase was established in 1996, as a successor organization to Facts on File World News Digest which published its first product in 1940. Our offerings are used in school districts, libraries, and academic institutions throughout the US and abroad. Infobase is a leading provider of electronic resources serving library communities including K-12, Academic (undergraduate and graduate), Public, and Specialty Libraries. Infobase's world-class products provide full text and multimedia assets including but not limited to periodicals, scholarly journals, videos, and newspaper articles ranging in subject areas of health, nursing and allied health, literature, biography, social studies, math, literary criticism, science, and technology. Infobase's technology is used to create optimal searching and viewing experiences for all age levels and varied levels of digital natives. Our digital platforms provide easy and efficient personalized learning pathways, and real-time analytics that allow institutions across all sectors to create and achieve goals for optimal usage. For over 80 years, Infobase has empowered more than 70 million learners to achieve academic and professional success under such well-known brands as Facts On File, The World Almanac® for Kids, Learn360, Credo, The Mailbox®, Films Media Group, Learning Cloud, and Firsthand. Infobase provides students, educators, professionals, and librarians with a broad range of solutions that both enhance and enrich the learning experience.

Currently, Infobase Holdings serves almost 16,000 customers worldwide and employs 175 full-time personnel. ~10% of the workforce will be dedicated to working with this contract as part of their commitment to our online resources content and service.

Key leaders and personnel are professionally trained in their roles throughout Infobase to serve your needs. Either directly or in collaboration with other internal departments, we are committed to service and responsive communication. All staff is hired specifically to excel at their content, product, engineering, marketing, sales, service, and support roles. Your dedicated Infobase Team is well connected and versed in day-to-day operations and knows how to escalate and collaborate as needed to anticipate and respond to the needs of your diverse staff and community.

Sales & Support Team:

Currently with Blooms, Issues & Controversies and World Almanac for Kids HCPS's has a dedicated Infobase Sales and Support Team to work through any issues, training and or marketing needs. Upon Award, the dedicated Infobase Sales and Support Team to work with the HCPS representative(s) to onboard and advocate all aspects of our partnership with HCPS.

- **Tanya Everett, Business Development Executive**
  Tanya has been in K-12 educational sales for 6 years supporting educators with high-quality curriculum and resources, from core curriculum to custom supplemental resources. As a Business Development Executive for the Southwest at Infobase, Tanya works with her customers to listen and understand their unique needs before offering them a solution that will help them meet their goals. Previously, she was an Inside Sales Representative at Great Minds where she supported schools and districts in the Midwest with high-quality, knowledge-building curriculum. She enjoyed partnering with educators from districts and schools to understand the challenges they face and offer solutions that support all learners. Having a mother who is a life-long teacher and school-age children inspires her work to help bring solutions to schools and districts that both empower educators and engage students. Tanya has a BS in Engineering from the University of Michigan.

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- **Laura Stanlaw, Customer Success Manager**

  As an Infobase Customer Success Manager, Laura is responsible for supporting our partnerships with K12 school districts. Laura designs and executes implementation plans to align Infobase resources with the needs, goals, and initiatives across each school district—giving a tailored experience for every client. Additionally, Laura provides level 1 and level 2 technical support to customers—helping answer daily questions about our solution and increasing effective usage of the solution. She maintains a strong line of communication with each client by checking-in with stakeholders regularly and providing additional insights that drive the adoption of the solution by educators, staff, leaders, administrators, and students. Laura has been with Infobase for four years and has been an integral part of our partnerships within Virginia strategizing with districts on their professional learning plans to meet their educational initiatives.

- **Denise Veal, Director of K-12 Sales East**

  For more than twenty-five years, Denise has spent her entire professional career supporting educators and students by providing high-quality resources and proven ed tech solutions. From project managing the first library automation implementations in the Southeast, to creating online original and credit recovery programs, to enriching classroom and remote instruction with engaging, easily accessible, resources in schools and districts, across the nation. Teaching skipped a generation in Denise's family, a teacher raised her, and she raised a teacher. She believes her contribution is not teaching like her mother and daughter, but promoting student success by providing empowering, engaging, resources to all students and teachers that impact teaching and learning. At Infobase, Denise is the East Director of K-12 Sales and encourages her team to first listen and understand the unique needs of each partnering district before offering help to create a sustainable, affordable solution to enable them to meet their goals. Denise has a Bachelor of Science in Public Administration and Political Science from Georgia College and State University located in Milledgeville, Georgia where she lives with her husband of thirty-five years.

- **Christina Toulouse, Director of Customer Success K12 & Public Library**

  Christina Toulouse is the Director of Customer Success and leads our K12 and Public Library customer success teams. She has been working with K12 and Public Library institutions on their onboarding and ongoing support of educational technology resources for almost 10 years. Christina has successfully managed many large implementations including statewide implementations, and the largest school districts across the country. 20 years in total of experience relating to leadership, customer success and customer support.

Content Editors:

The editorial team includes experts in their topical fields including the following:

- **Laurie Likoff**, Vice President, and Editor in Chief
Laurie Likoff is an accomplished publishing executive with more than 25 years of direct experience in the school and public library sector in the areas of reference databases, streaming videos, classroom management and product integration. As Vice-President and Editor-in-Chief of Infobase, Laurie heads up a team of thirty plus employees and dozens of freelancers and outside consultants to deliver innovative solutions on time and within budget. Prior to joining Infobase, Laurie served as Vice-President and Editor-in-Chief in the College Division of HarperCollins Publishers where she led the division in both acquisitions and product sales. In addition to these executive positions, Laurie also held management positions in McGraw-Hill, International Division, and at Oxford University Press. Laurie Likoff holds a bachelor's degree in English Literature from Binghamton University, where she graduated Phi Beta Kappa and *summa cum laude* and earned a master's degree in English Language and Literature from Michigan State University.

- **Jeff Soloway: Executive Editor, Bloom's Literature and Writer's Reference Center**
Jeff Soloway graduated from Harvard with an A.B. in English and American Literature and has worked on Literature and Language print and electronic products at Infobase since 2002. From 2005 until 2019, he collaborated with the legendary professor Harold Bloom to edit the ongoing Bloom's Literary Criticism print and eBook series and to develop the Bloom's Literature Online database. In 2015, he delivered the Broad Lecture at Florida International University on the subject of "Humanities Publishing in the Database Age."

- **Owen Lancer: Senior Editor, American History, African American History, American Indian History**
Owen Lancer is currently the Senior Editor for all American History content at Infobase. He holds a BA from Fordham University and a MA from City University of New York. His previous employers include Addison-Wesley/Longman and Peter Lang Publishing, with a career spanning 30 years in the educational publishing industry. He is responsible for all the American History eBook and online database products.

- **Claudia Schaab: Senior Editor, World History, World Religions, World Geography and Culture Online**
Claudia Schaab is a senior editor with more than 20 years of experience acquiring, editing, and shaping print and digital products for the education market. At Infobase, she oversees content development in all areas of world history, world geography and culture, and religion. Prior to Infobase she worked at Berghahn Books, an academic press that focuses on history and sociology; and Conari Press, an independent trade publisher. Claudia obtained an M.A. in Germanic Studies from Washington University, St. Louis, and an M.A. in Literature, Philosophy, and Sinology from Hamburg University.

- **Robert Birchard: Senior Editor, Science Online and Health Reference Center**
Robert Birchard is the Science and Health Editor at Infobase. He oversees the day-to-day management of Science Online and Health Reference Center by identifying content sources that need to be updated to reflect current scientific consensus, and coordinates with subject matter experts to update their work for today's student. He licenses relevant content as well as writing individual articles on time sensitive topics to fill any gaps in database content. Robert earned a MA in Modern History from King's College London: September 2011 and holds a BA in History from Iona College: May 2008.

- **James Chambers: Editor-in-Chief, Reference Editors, Ferguson Career Guidance Center, Omnigrpaphics**
  James Chambers has been affiliated with Infobase Publishing for close to 25 years. He is the executive editor in charge of Ferguson's Career Guidance Center, Health Reference Center, Omnigrpaphics and heads the editorial team of reference editors in the sciences and humanities. He has been instrumental in shaping our career readiness content, teen health, and wellness curriculum, and Omnigrpaphics output. Jim holds a BA from Fordham University.

- **Andrew Gyory: Editor-in-Chief, News Services and Issues and Controversies**
  Andrew Gyory has been affiliated with Infobase Publishing for close to 18 years. He is the editor in chief in charge of the News Services division including World News Digest, Today's Science, Issues and Controversies and Issues and Controversies in History. He holds a B.A. in American History from Middlebury College, where he graduated with High Honors, and a PhD. In American History from the University of Massachusetts, Amherst. He has held teaching positions in the following institutions: Montclair State University (Montclair, N.J), Brookdale Community College (Lincroft, N.J.), and Hunter College (New York, N.Y.).

Elementary Ed Team:

- **Sharon Tresino: Director of Editorial, The Mailbox**
  Sharon Tresino graduated with a degree in Elementary Education from The University of North Carolina-Chapel Hill. She began working for The Mailbox in 1996 as Primary grades editor, writing and editing standards-based worksheets and activities, and later became the team manager. She is currently Director of Editorial, focusing on the content in The Mailbox School & District products, The Mailbox Gold, and World Almanac for Kids-Elementary.

- **Abigail Johnson: Senior Editor, World Almanac for Kids, Chelsea Bios**
  Abigail Johnson has more than 12 years of experience as an editor, writer, and curriculum developer for elementary and middle school grades. She has written on a vast array of curricular topics and has curated even more. She has built self-directed reading and learning curriculum from pre-K through 8th grade reading levels for an international after-school education company.

Video Acquisitions Team:

- **Kathy Tan: Director of Program Acquisitions, Films On Demand**
  Kathy Tan has served as Director of Program Acquisitions at Infobase since 2003. She identifies, reviews, and acquires quality documentaries and feature films for distribution to universities, colleges, K12 schools, public libraries, government and non-profit agencies in North America and beyond. Prior to that, she served as Director of Business Development & Network Affiliate Sales, Asia, at Universal Studios Television & Networks Group, VP of International Business Development at a publishing startup Urbanite Network, Inc, and Marketing Manager at USA Networks International. She attended college at Peking University and has a master's degree from Durham University, UK.

- **Sharon Golan: Acquisitions Manager, Access Video On Demand, and Director of Public Library Streaming Video**
  Sharon Golan joined Infobase three years ago as Acquisitions Manager. Prior to that, she was Senior Acquisitions Editor at Routledge/Taylor & Francis for a total of 10 years' experience in academic book publishing. Sharon holds a Bachelor of Arts from the University of the Witwatersrand (cum laude) Bachelor of Arts (Hons) from the University of the Witwatersrand (South Africa) and a Master of Science from the University of Oxford, U.K.

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- **Emily Ice: Acquisitions Manager, Learn360 and K-12 Streaming Video**
  Emily Ice graduated from Duke University with a Bachelor of Art in Psychology and Biological Anthropology and Anatomy. She served with the U.S Peace Corps and received her Master's in Education from the University of Notre Dame. Prior to joining the Infobase team, Emily excelled as an elementary school educator and provided consulting services to EdTech companies, nonprofits, international NGOS, and universities.

- **Kristin Klinger, Director of Content Licensing for Credo Reference**
  Kristin Klinger joined Infobase Holdings as the Director of Content Licensing for Credo Reference, where, over the last 8 years, she has overseen partner relationships, licensing, and content curation for the Credo Reference platform. Kristin began her career in academic publishing as the Editorial Director for IGI Global in Pennsylvania, her home state. She holds a B.A. in Sociology from the Indiana University of Pennsylvania, where she graduated magna cum laude.

Tab 4 – Service Approach and Implementation

Executive Summary

For eight decades, Infobase Holdings, Inc. (Infobase) has provided a powerful suite of research tools including eBooks, databases, reference materials, video on demand, and professional development unmatched in the marketplace. Infobase was established in 1996, as a successor organization to *Facts on File World News Digest* which published its first product in 1940. Our offerings are used in school districts, libraries, and academic institutions throughout the US and abroad.

Infobase, located at 132 West 31st St. 16th Floor, New York, NY 10001, is pleased to submit our response to Henrico County Public Schools (HCPS) **Request For Proposal No. 22-2326-3EMF School Library Research Databases**. We are proud to have partnered for years with HCPS by providing the award-winning resources Bloom's Literature, Issues & Controversies, and World Almanac for Kids. We are excited to now offer a myriad of other award-winning resources that will help support the district's desire to achieve academic excellence and transform teaching and learning to provide engaging learner-centered experiences for all HCPS students.

Infobase's research databases, streaming video platforms, eBook collection, and Professional Development platform are built to offer classroom and individualized opportunities that will prepare students to carve out a meaningful path for themselves upon graduation, whether this is in the workplace, military, or higher education opportunities. Infobase prides itself on providing high-quality resources that engage and inspire joy in teaching and learning and that is why we are submitting the following solutions for this **RFP No. 22-2326-3EMF School Library Research Databases:**

Literature/English

- **Bloom's Literature -** *currently subscribed -* *Bloom's Literature* is rich with relevant content on core authors and works, multicultural classics, contemporary literature, and more. Students will find exactly what they need for research and deeper learning without having to wade through an uncurated search. Educators will appreciate the thoughtful organization and important assets—including videos, proprietary essay topics and discussion questions, and valuable writing guidance—that can be used with lesson plans, lectures, assignments, and independent study.

- **Writer's Reference Center -** provides users with a convenient one-stop location for tools necessary to write and research effectively. From the mechanics of writing and grammar to style and research, this indispensable online resource thoroughly covers the fundamentals of quality writing, provides a wealth of vocabulary-building dictionaries, and presents a step-by-step guide to authoring a good essay. An in-depth grammar section defines grammatical terms and gives examples of use, while another section explores writing style. Writing resources teach users how best to revise their work, and the intuitive design allows users to find relevant information quickly through customizable searches and browsing.

- **MS/HS eBook Collection** – annual subscription with over 5,000 titles, includes collections from award-winning Facts on File, Chelsea House, and Ferguson's Career Guidance Center imprints.

Social Studies/Cultures

- **World Geography & Culture** - Comprehensive, authoritative, and easy to navigate, *World Geography and Culture* is an award-winning resource for the study of countries, cultures, and geography concepts. Every country of the world is profiled in depth, with more than forty (40) entries and more than one hundred (100) statistical indicators covering all aspects of each nation's geography, history, society, and culture. At-a-glance information, maps and flags, videos, images, audio recordings, gazetteer entries, biographies of famous people, a timeline, and current news supplement each country profile. Information for the U.S. states, Canadian provinces, and international territories is similarly detailed. In addition to researching individual countries and states, a variety of tools are available for studying Earth and geographic regions, comparing countries and states, and researching terms and concepts.

- **Issues & Controversies-** *currently subscribed -* *Issues & Controversies* helps researchers understand today's crucial issues by exploring hundreds of hot topics in politics, government, business, society, education, and popular culture. Updated weekly, with an extensive back file, *Issues & Controversies* offers in-depth pro/con articles—each presenting both sides of an issue clearly, coherently, and without bias—made to inspire thought-provoking debates. Its straightforward presentation of the key facts, arguments, history, and current context of today's most important and timely issues makes the database an ideal resource for research papers, debate preparation, and persuasive writing assignments. The articles are written by our own expert writers and editors, and each article includes a full range of supporting materials.

- **Issues & Controversies in History** - places students at the center of the great debates and conflicts in U.S. and world history, exploring the issues as the key players saw them, or, in some cases, as historians have interpreted them. Formerly *Issues & Controversies in American History*, this comprehensive reference database has been expanded to cover every region of the world from antiquity to the present. It delivers dynamic, concise, and balanced coverage of a broad range of topics, from slavery, empire, and revolution to race, gender, economy, and disease, all over the globe. Plus, the redesigned home page brings the core content to the forefront, with a fully responsive design, easier navigation, and a cleaner presentation. By building a deeper understanding of how historical events and conflicts have influenced U.S. and world history over the past 5,000 years, *Issues & Controversies in History* is a powerful tool for helping high school and college students analyze primary sources, answer document-based questions, and prepare for history debates and research projects.

- **Infobase Facts On File Online History Database Bundle** - is comprised of American History, African American History, American Indian History, Ancient & Medieval History, and Modern World History research databases and includes a wealth of primary sources to strengthen cognitive skills and increase student engagement.

- **World Religions Online -** From the beginnings of human history, societies and cultures have established themselves around religious and spiritual practices. Religion has affected decisions personal and political, local, and global, and continues to play a significant role in the lives of individuals and in the cultures of nations. With a dynamic modern design, new features, and expanded coverage, World Religions explores religion and spirituality in an objective manner, from the ceremonies of the first practitioners to the elaborate rituals of today.

Sciences

- **Today's Science** - bridges the gap between the science taught in class and real-world discoveries—giving in-depth explanations of important advances in biology, chemistry, environmental science, space, physics, and technology. Featured articles offer easy access to related content such as crossword puzzles, cartoons, and questions; additional articles that help place news and discoveries in context; and interviews with scientists that bring the research to life. An extensive backfile dating back to 1992 illustrates how one scientific advancement leads to another; the stories focus on the questions scientists ask themselves and, in doing so, reinforce science

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educators' traditional emphasis on the scientific method. This essential STEM resource shows how the scientific method can be applied to everyday life, helping students think like scientists.

- **Science Online -** With a wealth of content and a dynamic design that facilitates STEM research and learning, the award-winning *Science Online* offers a comprehensive overview of a broad range of scientific disciplines. Topic Centers feature specially selected content on core science disciplines to help researchers find a starting point for their research. Users can also access the full, updated content of our unique science eLearning Modules, which target a variety of core topics and feature valuable Educator Support materials for seamless in-class integration.

<p align="center">Current Issues</p>

- **World News Digest -** For 80 years, *World News Digest* has been a go-to resource for context and background on key issues and events in the news, presenting more than eight decades of authoritative news summaries and background articles. Hundreds of news sources, governments, and organizations—including ABC News, CBS News, CNN, Fox News, NBC News, NPR, and the parliaments of Canada—rely on *World News Digest* for a broader view of the issues that matter today.

- **Polling the Nations -** *Polling the Nations* is a critically acclaimed online database of public opinion polls. Aggregated from more than 1,000 sources, the polls feature 750,000+ poll questions covering hundreds of breaking-news events, including the 2020 presidential election, COVID-19, climate change, and Black Lives Matter, and thousands of topics, including affirmative action, criminal justice reform, immigration, voting rights, and many more. The clean, intuitive design and powerful, interactive tools provide users with great flexibility to customize and organize the information exactly as they wish. *Polling the Nations* brings together thousands of polls going back more than a third of a century, giving students the tools, they need to investigate, analyze, and think critically about the important challenges facing the world—a must-have database for any institution.

- **Issues & Controversies-** *currently subscribed -* *Issues & Controversies* helps researchers understand today's crucial issues by exploring hundreds of hot topics in politics, government, business, society, education, and popular culture. Updated weekly, with an extensive back file, *Issues & Controversies* offers in-depth pro/con articles—each presenting both sides of an issue clearly, coherently, and without bias—made to inspire thought-provoking debates. Its straightforward presentation of the key facts, arguments, history, and current context of today's most important and timely issues makes the database an ideal resource for research papers, debate preparation, and persuasive writing assignments. The articles are written by our own expert writers and editors, and each article includes a full range of supporting materials.

<p align="center">Business & Economics, Career Education</p>

- **Ferguson's Career Guidance Center** - is the award-winning, essential Career Research Database for lifelong career exploration and planning. It offers a wealth of resources for users to assess their career goals and interests, plan their education, learn workplace skills, find apprenticeships and internships, conduct a job search, and much more.

- **Classroom Video On-Demand Career and Technical Education Collection -** Created for high schools, with over 1,100 full-length videos and 11,000+ video clips, over 500 hours of content, the Classroom Video On-Demand Career and Technical Education Collection contains exclusive, specialized content on specific trade and industrial skills, including titles from Shopware, Cambridge Educational and Meridian, most of which are not available elsewhere.

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<u>Fine & Performing Arts</u>

- **World Cinema** - This unique collection includes the best of the silent era, groundbreaking international directors, masterpieces from the mid-20th century, and contemporary films from around the world, including Africa, Asia, Europe, Latin America, the Caribbean, the Middle East, and North America. Perfect even beyond film studies classes, these titles bring value to programs in multicultural studies, political science, history, world languages, and more. Some World Cinema titles contain mature themes or content; viewer discretion is advised.

<u>Reading, Writing, Mathematics, Science, History/Social Science</u>

- **Learn360** – this multi-awarding winning streaming video/multimedia resource for K–12 schools, is a complete district solution. Teachers, students, and parents can access more than 191,500 media resources on any Internet-enabled device, anytime, anywhere, and engaging content landing pages make it easy to find the wealth of videos, interactives, printables, audio content, maps and flags.

- **Classroom Video On Demand- Master Collection**- is a curriculum-focused video subscription providing unlimited access to thousands of videos for all departments. This multi-subject solution is an exceptional value and offers one stop shopping for librarians and educators, with a wealth of material appropriate for basic through Advanced Placement courses. Increase learning with this engaging, visual content.

- **The Mailbox Plus -** *The Mailbox® School & District*'s classroom tips and tools will help educators build practical skills in the all-important area of successful classroom management—recognized as the #1 characteristic of being an effective teacher. All content is carefully planned and edited by our in-house team of former teachers. Our editors are experienced at assessing what teachers will find valuable and worth incorporating into lessons. The platform is search based to help teachers find the materials they need quickly, and our editors have categorized the lessons and ideas in all the ways teachers teach, including grade level, curriculum area, and type (worksheet, craft, game, etc.). All the activities and ideas in *The Mailbox® School & District* are educationally sound, practical, easy to use, error-free, and child-centered.

- **World Almanac for Kids-** *currently subscribed -* Erasing the line between homework support and fun exploration, *The World Almanac® for Kids* includes exclusive online-only material as well as content from award-winning Chelsea House and Facts On File sets and series. Each topic area provides resources for homework, reports, and projects, and kids—including homeschoolers—can explore age-appropriate subjects while developing online research skills with a trusted content source.

- **World Almanac for Kids Elementary -** *The World Almanac® for Kids Elementary* is an exciting, fun resource especially for elementary school students. This database provides a wealth of elementary-level content—including engaging illustrated articles, videos, interactives, Fun Facts, and more—in a colorful, kid-friendly format perfect for helping young children, including homeschoolers, develop online research skills. *The World Almanac® for Kids Elementary* includes exclusive, online-only material as well as content from award-winning Chelsea House and Facts On File sets and series—sources students, educators, and librarians can trust.

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General Reference

- **Source Reference -** Source Reference helps patrons of all backgrounds and skill levels locate the information they need. High school students gathering sources for an assignment, lifelong learners investigating their passions, and individuals looking for context around the events shaping the headlines will all find answers with this easy-to-use database. With hundreds of searchable, full-text titles from the world's foremost publishers, Source Reference covers every major subject. Source Reference integrates highly acclaimed reference content with instructional videos and tutorials to provide research instruction in the classroom and at the point of need. Prepare students for any kind of research or the rigors of academia by building their confidence and cultivating essential information literacy skills.

In addition to offering our custom curated content, we have provided additional services and support including a dedicated support team, implementation plan, virtual synchronous training sessions (Administrative training, Train-the-Trainer, End-user group training sessions), 800 technical support number available Monday – Friday 8am-7pm EST, and 24/7 zendesk access.

The current Infobase Team comprised of Business Development Executive, Tanya Everett and Customer Success Director, Laura Stanlaw will continue to work with HCPS's staff and fine-tune a personalized onboarding plan, discuss marketing needs, and additional training sessions for your staff.

Training sessions (Administrative, Train-the-Trainer, and End-user) are available virtually. All virtual sessions will be recorded, and the link will be provided to the district to use for asynchronous training needs. Trainers are Infobase staff and subject matter experts specifically versed in the topic and product. Onsite training, if preferred, is available; please see Attachments H & I for pricing.

In addition to the above training sessions, HCPS users will have access to the Infobase knowledge base that includes self-help resources such as how-to videos, text-based directions, answers to frequently asked questions, product information, marketing materials, webinars, and more. These can be accessed directly on the Infobase knowledge base site, or linked to other portals, communications, etc. Infobase will provide HCPS with links to customized training, videos, documents, and marketing materials created specifically to help address the district's unique access, use cases, and other needs. The entire Infobase staff is dedicated to delivering superior EdTech instructional materials and making a positive impact on student learning.

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Demo Environment

Infobase has provided open unlimited access to each of the proposed resources through August 30, 2022.

Literature/English

Access URLs		
Database	**Level**	**Access URL**
Bloom's Literature	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE54
Writer's Reference Center	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE03
Mid/High School eBook Subscription Collection	MS/HS	https://ebooks.infobase.com/PortalPlayLists.aspx?wid=96440

ACCESS CREDENTIALS
Username: henricoco
Password: facts

Social Studies/Cultures

Access URLs		
Database	**Level**	**Access URL**
World Geography and Culture Online	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE39
Issues & Controversies	MS/HS	https://login.infobase.com/Direct.aspx?pid=WE57&aid=96440
Issues & Controversies in History	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE58
American History	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE52
Modern World History	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE53
African-American History	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE01
American Indian History	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE43
Ancient and Medieval History	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE49
World Religions	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE30

ACCESS CREDENTIALS
Username: henricoco
Password: facts

Sciences

Access URLs		
Database	**Level**	**Access URL**
Science Online	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE40
Today's Science	MS/HS	https://login.infobase.com/Direct.aspx?pid=WE59&aid=96440

ACCESS CREDENTIALS
Username: henricoco
Password: facts

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Current Issues

Access URLs		
Database	**Level**	**Access URL**
World News Digest	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE56
Polling the Nations	MS/HS	https://login.infobase.com/Direct.aspx?pid=PTN&aid=96440
Issues & Controversies	MS/HS	https://login.infobase.com/Direct.aspx?pid=WE57&aid=96440

ACCESS CREDENTIALS
Username: henricoco
Password: facts

Business & Economics, Career Education

Access URLs		
Database	**Level**	**Access URL**
Ferguson's Career Guidance Center	MS/HS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE34
Classroom Video On Demand: CTE Collection	MS/HS	https://cvod.infobase.com/PortalPlayLists.aspx?wid=96440

ACCESS CREDENTIALS
Username: henricoco
Password: facts

Fine & Performing Arts

Access URLs		
Database	**Level**	**Access URL**
World Cinema Collection	MS/HS	https://cvod.infobase.com/PortalPlayLists.aspx?wid=96440&level=Subject&sid=1709

ACCESS CREDENTIALS
Username: henricoco
Password: facts

Reading, Writing, Mathematics, Science, History/Social Science

Access URLs		
Database	**Level**	**Access URL**
Learn360	K-12	https://Learn360.infobase.com/PortalPlayLists.aspx?wid=96440
Classroom Video On Demand: Master Collection	MS/HS	https://cvod.infobase.com/PortalPlayLists.aspx?wid=96440
The Mailbox Plus for Learn360	PK-6	https://learn360.infobase.com/media/the_mailbox/featured?aid=96440&u=henricoco
The World Almanac for Kids	Inter/MS	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WE18
The World Almanac for Kids Elementary	Elem	https://online.infobaselearning.com/Direct.aspx?aid=96440&pid=WAKE

ACCESS CREDENTIALS
Username: henricoco
Password: facts

General Reference

Access URLs		
Database	**Level**	**Access URL**
Source Reference	MS/HS	https://search.credoreference.com/?institutionId=11789

ACCESS CREDENTIALS
Username: henricoco
Password: facts

Admin: admin@henrico.k12.va.us
Password: trial632

Orientation:

Watch short video tours of the Source reference platform here:

https://sourcetoolbox.zendesk.com/hc/en-us/sections/360006547334-Feature-Walkthroughs

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Infobase Service Level Agreement

General Overview

This document should be used in the demonstration of the agreement in service by the Infobase Technical Support team to the patrons of all online Infobase products or web portals. The expectations and protocols in receiving technical support from Infobase are outlined below. These practices are intended to provide a reliable experience in using our products with the assurance of high-quality customer care.

Service Description

Technical Support services are provided in the event of any disruption of service; request for accessibility or other authentication needs, administrative tasks, and account management; as well as any platform-specific functionality and usability questions.

Services are managed in the Infobase Help Desk Ticketing Software, where client inquiries are prioritized, escalated, and answered via email reply or telephone conversation.

Roles and Responsibilities

Infobase Customer Success and Product Support teams are responsible for the initial account creation and access point configuration for all clients. We are readily available to ensure that users can maintain a stable and secure online session with our products.

The Product Support Team is designated to answer any technical questions in relation to the service description listed above and assist with any issues that may arise.

Each customer has a dedicated Customer Success Manager who will assist them with product questions, training needs, implementation and sharing overall best practices to help you recognize the full value of your Infobase resources.

Infobase Product Support
Support@Infobase.com
1-800-322-8755

Laura Stanlaw, Customer Success Manager
Office: 212.896.4318
Email: lstanlaw@infobase.com
Fax: 212.313.9443

Christina Toulouse, Director of Customer Success
Office: 212.896.4314
Email: ctoulouse@infobase.com
Fax: 212.313.9443

Infobase Sales Department
onlinesales@infobaselearning.com
1-800-322-8755

Tanya Everett, Business Development Executive

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Office: 212.896.4358

Mobile: 248.767.7362

Email: teverett@infobase.com

Fax: 212.313.9443

Denise Veal, Sales Director

Mobile: 478.251.0066

Email: dveal@infobase.com

Fax: 212.313.9443

Our Product Support Department is not responsible for any technical needs derived from third-party software/hardware that may be decided, upon the client's discretion, to be used in conjunction with our services. Infobase is also not accountable for ISP-specific connectivity issues which may cause a problematic viewing experience. In either regard, we will attempt to assist to the best of our abilities.

Users are responsible for complying with our minimum technical requirements for browser and software, which is outlined and available upon request. Up-to-date product-specific user guides, FAQs, video tutorials, and help articles are also available at our Support Center.

Requesting Service

Technical Support for any of the online Infobase products is readily available from the following methods outlined in this section. Help links are also displayed within each product which provides direct contact information and access to our Support Centers.

- **Email:** Support@Infobase.com
- **Phone:** 1-800-322-8755
- For questions about our eBooks: Press "5"
- For questions about our streaming videos: Press "6"
- For questions about our databases or eLearning modules: Press "7"

 Hours of Coverage and Response Times

Technical Support via phone or email will be readily available during the business hours of 8:00 AM to 7:00 PM EST, Monday thru Friday. Please use the specified contact information listed above for prompt and expert service.

The Infobase Support Center is available 24/7 on the web at:

- https://support.infobase.com/

Our Product Support Team will respond to all customer requests within 24 hours during the normal business week. All issues identified as "critical" by our Product Support Manager will be escalated for a response within 1-2 hours. Any open issue will automatically be escalated to a Tier 2 Product Support Specialist or a Product Support Manager if not resolved within 48 hours.

 Maintenance and Service Changes

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Our online products will be available with a 99.99% uptime guarantee. All routine maintenance that will impact product availability will be scheduled during off-peak hours, typically after 10 pm EST or over a weekend. Any emergency updates or critical information will be posted on the homepage of the specified product's Administrator Portal or Support Center.

If you have any questions or would like more detailed information about the Product Support Service Level Agreement listed above, please contact our Infobase Product Support Team at support@infobase.com, or 1-800-322-8755.

Infobase Services Terms of Use

PLEASE READ THE FOLLOWING TERMS OF USE CAREFULLY. BY ACCESSING OR USING THE INFOBASE SERVICES, YOU AGREE TO BE BOUND BY THESE TERMS OF USE. IF YOU DO NOT AGREE TO THESE TERMS OF USE, DO NOT USE THE INFOBASE SERVICES.

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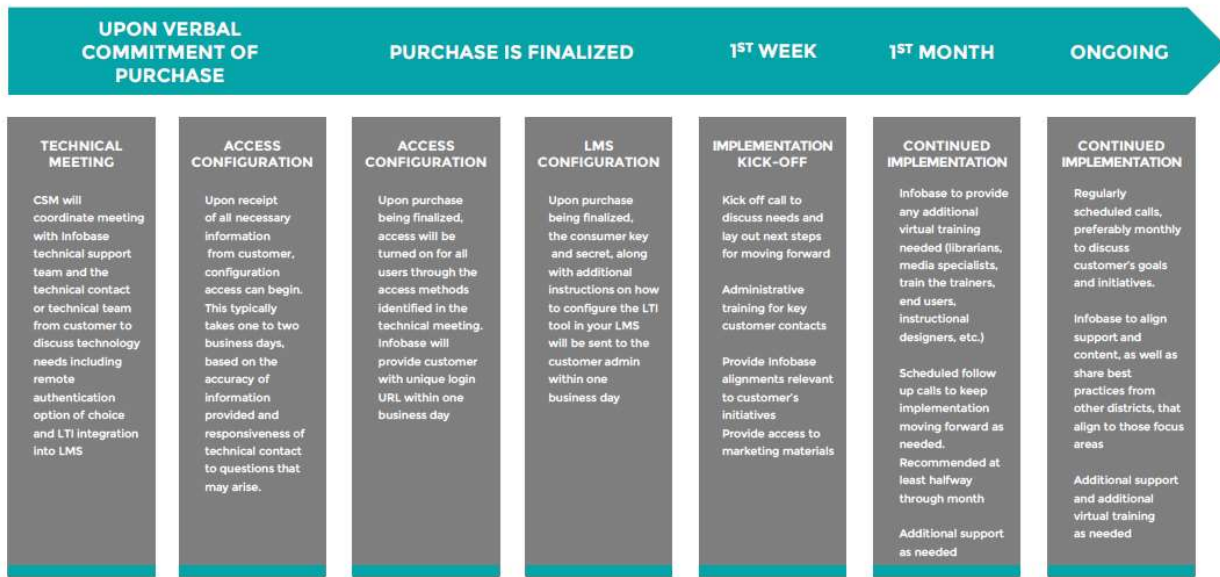
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Implementation Timeline

Typical implementation takes 1-2 weeks with the final onboarding schedule set up in the launch meeting with the administration and/or schools. Since Infobase and HCPS have an established partnership meeting the desired July 1 implementation date is no problem!

Below is a sample implementation outline:

SAMPLE OF IMPLEMENTATION ROADMAP

UPON VERBAL COMMITMENT OF PURCHASE		PURCHASE IS FINALIZED		1ST WEEK	1ST MONTH	ONGOING
TECHNICAL MEETING	**ACCESS CONFIGURATION**	**ACCESS CONFIGURATION**	**LMS CONFIGURATION**	**IMPLEMENTATION KICK-OFF**	**CONTINUED IMPLEMENTATION**	**CONTINUED IMPLEMENTATION**
CSM will coordinate meeting with Infobase technical support team and the technical contact or technical team from customer to discuss technology needs including remote authentication option of choice and LTI integration into LMS	Upon receipt of all necessary information from customer, configuration access can begin. This typically takes one to two business days, based on the accuracy of information provided and responsiveness of technical contact to questions that may arise.	Upon purchase being finalized, access will be turned on for all users through the access methods identified in the technical meeting. Infobase will provide customer with unique login URL within one business day	Upon purchase being finalized, the consumer key and secret, along with additional instructions on how to configure the LTI tool in your LMS will be sent to the customer admin within one business day	Kick off call to discuss needs and lay out next steps for moving forward\n\nAdministrative training for key customer contacts\n\nProvide Infobase alignments relevant to customer's initiatives\n\nProvide access to marketing materials	Infobase to provide any additional virtual training needed (librarians, media specialists, train the trainers, end users, instructional designers, etc.)\n\nScheduled follow up calls to keep implementation moving forward as needed. Recommended at least halfway through month\n\nAdditional support as needed	Regularly scheduled calls, preferably monthly to discuss customer's goals and initiatives.\n\nInfobase to align support and content, as well as share best practices from other districts, that align to those focus areas\n\nAdditional support and additional virtual training as needed

The dedicated Infobase Team – specifically the Business Development Executive and the Customer Success Manager – already works with Mary Beth Joyner, Henrico Library Services Systems Specialist implementing, training, and promoting the current Bloom's Literature. Issues & Controversies, and The World Almanac for Kids online resources. Upon purchase of any additional resources, they will schedule a welcome call to discuss the next steps, talk about authentication/ access options, and integration needs. During the welcome call, they will also talk about marketing needs, best practices, and schedule the initial training sessions.

Synchronous training sessions (Administrative training, Train-the-Trainer, and End-user group training sessions) are available virtually. All virtual synchronous sessions will be recorded, and the recording link will be provided to the CCPS to use for asynchronous training needs. Trainers are Infobase staff and subject matter experts specifically versed in the topic and product.

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Proposed Sample Implementation Timeline

Milestone	Responsible Parties	Date
Notice of Award	HCPS	6/21/2022
Activate Licenses	Infobase Team	6/22/2022
Technical Meeting	Infobase team meets with HCPS Tech team	6/23/2022
Access & LMS Configuration	Infobase Team	6/24/2022
Implementaiton Kickoff Meeting	Infobase Team & HCPS Team Lead	6/23/2022
Admin Training	Infobase Team & HCPS Admins	6/27/2022
End User Training	Infobase Team &HCPS Teachers/Librarians	6/28/2022
Go Live	Infobase Team & HCPS Team Lead	7/1/2022
Any additional Training	Infobase Team & HCPS Team Lead	As needed

Tab 5 - Technical Administration, User Interface, and Integration

1. Evidence of their ability to accommodate concurrent users based on data collected from a similar environment;
Batch importing of users is available for initial access through approved authentication set up.

Ongoing tracking of concurrent users across Infobase databases is most commonly handled through Counter 5 reporting and Google Analytics.

The following reporting options are available:
• COUNTER R5 reports (6 varieties)
• Usage Summary Detail (Logins, Searches and Views Summary)
• Google Analytics (12 report options)
• Usage by IP
• Infobase Usage (Consortium level that includes Logins, Searches, Views and Discovery Service Usage)

COUNTER R5 reporting standards offering the following report formats:
• CR_D1 - Consortium Database Search and Item Usage
• PR - Platform Master Report
• DR - Database Master Report
• IR - Item Master Report
• PR_P1 - Platform Usage
• DR_D1 - Database Search and Item Usage
• IR_M1 - Multimedia Item Requests
● COUNTER reports support a custom school ID and district ID value to allow for usage statistics to be aggregated with other vendor data.

2. How accounts are maintained in their system and how they support automated provisioning of users and accounts;
All available authentication methods may be configured at library level if library is provisioned with unique URL instance; super admin can see all provisioning for 'child' accounts. System Admin 'Super Admin' at state level has access to all accounts; member library admins access their local configurations and reporting, individual staff and authorized users see their own access usage and preferences.

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ty-and- privacy-policy/

Authentication services include:

Infobase API Enabled, IP, Barcode, Open Athens, EZProxy, WAM, Referring URL, Username/Password, Google Sign-In, Microsoft Sign-in

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Discovery interactions include:
- MuseGlobal - Full integration of content supported via KBART file download.
- Mackin VIA- Full integration of content supported via Infobase API.
- Follet Destiny - Full integration of content supported via Infobase API.
- Credo - Full integration of content supported via Infobase API.
- Softlink Oliver - Full integration of content supported via KBART file download.
- ProQuest Alma Delivery Service - Full integration of content supported via Infobase API.EBSCO Discovery Service - Can be supported upon request. The Infobase API would support this integration.
- WorldCat Discovery - Can be supported upon request. A KBART file would support this integration.
- ExLibris Primo - Can be supported upon request. The Infobase API would support this integration.
- ProQuest/ExLibris Summon - Can be supported upon request. The Infobase API would support this integration.
- ProQuest/ExLibris 360 Search - Can be supported upon request. The Infobase API would support this integration.
- EBSCO EBSCOhost Integrated Search - Can be supported upon request.
- SirsiDynix Enterprise - Can be supported upon request.
- SirsiDynix EOS.Web - Can be supported upon request.
- ProQuest/ExLibris MetaLib - Can be supported upon request.
- Auto-Graphics SEARCHit -Can be supported upon request. The Infobase API would support this integration.
- Destiny Discover Can be supported upon request.

3. Describe the data exchange process in detail;
All data and content is searched and consumed in-platform on the secure database protected by AWS servers.

Infobase Holdings, Inc. follows the current Educational Institutions and Schools guidelines for the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (FERPA) as outlined as follows:

Infobase has informally been aligned to and follows best practices from NIST 800-53 and ISO 27001 standards and methodology for information security and integrity.

Infobase has taken the pledge to safeguard student privacy and is listed on the Student Privacy Pledge Signatory page.

4. Describe any limitations the proposed solution may have such as the number of teachers for a class and the number of schools associated with teachers and students;
All Infobase databases are available in unlimited access for all students, teachers, administrators and authorized users without limit or checkout/waitlist.

5. Provide per user bandwidth requirements for the proposed solution;
In general, Infobase supports the current and prior major releases of Google Chrome, Safari, Edge, and Firefox on a rolling basis. Products are completely cloud-based solution that does not require any hardware, software or plugins to operate. Because all Infobase products are cloud-based and do not require any special hardware or software to operate, only general, minimum browser requirements. Platforms are mobile responsive as well.

Bandwidth is minimal in-platform use on computers and mobile-devices. The response speed is fast and dependent on the device and internet speed and local conditions beyond the control of the database.

6. Provide the average bandwidth per student required; and,

In general, Infobase supports the current and prior major releases of Google Chrome, Safari, Edge, and Firefox on a rolling basis. Products are completely cloud-based solution that does not require any hardware, software or plugins to operate. Because all Infobase products are cloud-based and do not require any special hardware or software to operate, only general, minimum browser requirements. Platforms are mobile responsive as well.

Bandwidth is minimal in-platform use on computers and mobile-devices. The response speed is fast and dependent on the device and internet speed and local conditions beyond the control of the database.

7. Provide a detailed description of the implementation and support the solution has for LTI version 1.1 or higher certified as a toll Provider (TP) with our LMS Solution (Schoology).

Infobase databases are Schoology -Native Schoology Application / Direct Integration (LTI) compliant

Additional LTI and Record URL compliant options:

- Blackboard - Embed Code or Record URL via Product

- Canvas - Native Canvas Application / Direct Integration (LTI)

- Moodle - Embed Code or Record URL via Product

- Brightspace D2L - Embed Code or Record URL via Product

- Google Classroom - Sharing of content directly to a Google Classroom Class via the product interface.

Implementation occurs at time of onboarding with your dedicated Customer Success Manager. Direct integrations occur upon set up with proper testing simulation to ensure desired deliverable t the LTI service, such as Schoology.

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8. Provide all documentation for each piece of software equipment, or software, including copyright information, all operator and user manual, training materials necessary for the proper and successful use of the software where an installation or configuration on HCPS network or devices are required.

All documentation for each product is available in the links below:

Resource Name	Access URL
Literature/English	
Bloom's Literature	https://infobase-databases.zendesk.com/hc/en-us
Writer's Reference Center	https://infobase-wrc.zendesk.com/hc/en-us
MS/HS eBooks Collections	https://infobase-ebooks.zendesk.com/hc/en-us
Social Studies/Cultures	
African-American History	https://infobase-databases.zendesk.com/hc/en-us
American History	https://infobase-databases.zendesk.com/hc/en-us
American Indian History	https://infobase-databases.zendesk.com/hc/en-us
Ancient and Medieval History	https://infobase-databases.zendesk.com/hc/en-us
World Geography and Culture Online	https://infobase-wgco.zendesk.com/hc/en-us
Modern World History	https://infobase-databases.zendesk.com/hc/en-us
Issues & Controversies	https://infobase-icof.zendesk.com/hc/en-us
Issues & Controversies in History	https://infobase-ich.zendesk.com/hc/en-us
World Religions	https://infobase-databases.zendesk.com/hc/en-us
Sciences	
Science Online	https://infobase-databases.zendesk.com/hc/en-us
Today's Science	https://infobase-tsof.zendesk.com/hc/en-us
Current Issues	
World News Digest	https://infobase-wnd.zendesk.com/hc/en-us
Polling the Nations	https://infobase-ptn.zendesk.com/hc/en-us
Issues & Controversies	https://infobase-icof.zendesk.com/hc/en-us
Business & Economics, Career Education	
Ferguson's Career Guidance Center	https://infobase-fergusonsbeta.zendesk.com/hc/en-us
Classroom Video On Demand	https://infobase-cvod.zendesk.com/hc/en-us
Fine & Performing Arts	
World Cinema Collection	https://infobase-ffusa.zendesk.com/hc/en-us
Reading, Writing, Mathematics, Science, History/Social Science	
Learn360	https://infobase-learn360.zendesk.com/hc/en-us
Classroom Video On Demand	https://infobase-cvod.zendesk.com/hc/en-us
The Mailbox School & District Edition	https://info-mailbox.zendesk.com/hc/en-us
The World Almanac for Kids	https://infobase-waki.zendesk.com/hc/en-us
The World Almanac for Kids Elementary	https://infobase-wake.zendesk.com/hc/en-us
General Reference	
Source Reference	https://credoreference.zendesk.com/hc/en-us

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Tab 6 – Infrastructure and System Administration

1. Details of the hosting environment including hosting provider, service level agreements between the offeror and the hosting provider, and length of the relationship between the offeror and the hosting provider.

Our products and services are hosted on Amazon Cloud Web Services (AWS), and they have security in place. Amazon manages physical access to the data center. A general summary of the security controls of Amazon can be found at: https://aws.amazon.com/compliance/data-center/controls/

OCA (Office of the Chief Architect) is the acting Chief Information Security Officer (CISO); the OCA has served this role in the past. OCA is responsible for all incidents. A response team is formed by the OCA with membership based on the type of the incident.

Resource is delivered using the HTTPS protocol using a security certificate issued by a reliable certificate authority.

Infobase security plan documents may be viewed and downloaded: https://drive.google.com/file/d/1b32Uxi-uXdhf1fhw8h7yKwgPvOz09BMa/view?usp=sharing

Vendors and their security compliance are reviewed in the vendor selection process and can be dependent on the level of risk and data access.

2. Specifics of structures in place to ensure high availability including redundant Internet paths, hardware failover, scalability, and protection against denial-of-service attacks or other network threats.

Our products and services are hosted on Amazon Cloud Web Services (AWS), and they have security in place. Amazon manages physical access to the data center. A general summary of the security controls of Amazon can be found at: https://aws.amazon.com/compliance/data-center/controls/

OCA (Office of the Chief Architect) is the acting Chief Information Security Officer (CISO); the OCA has served this role in the past. OCA is responsible for all incidents. A response team is formed by the OCA with membership based on the type of the incident.

Resource is delivered using the HTTPS protocol using a security certificate issued by a reliable certificate authority.

Infobase security plan documents may be viewed and downloaded: https://drive.google.com/file/d/1b32Uxi-uXdhf1fhw8h7yKwgPvOz09BMa/view?usp=sharing

Vendors and their security compliance are reviewed in the vendor selection process and can be dependent on the level of risk and data access.

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3. Specifics of security measures in place to ensure that district data is secure during both storage and transit.
Our products and services are hosted on Amazon Cloud Web Services (AWS), and they have security in place. Amazon manages physical access to the data center. A general summary of the security controls of Amazon can be found at: https://aws.amazon.com/compliance/data-center/controls/

OCA (Office of the Chief Architect) is the acting Chief Information Security Officer (CISO); the OCA has served this role in the past. OCA is responsible for all incidents. A response team is formed by the OCA with membership based on the type of the incident.

Resource is delivered using the HTTPS protocol using a security certificate issued by a reliable certificate authority.

Infobase security plan documents may be viewed and downloaded: https://drive.google.com/file/d/1b32Uxi-uXdhf1fhw8h7yKwgPvOz09BMa/view?usp=sharing

Vendors and their security compliance are reviewed in the vendor selection process and can be dependent on the level of risk and data access.

No security breaches recorded. Security Incidents and policies are handled by an incident response core team. The core team includes the Enterprise Architect, Director of IT and Chief Technology Officer. The team formerly meets to review incidents and policies. A war-room is activated for any incident type and additional resources such as Human Resources and Law Enforcement may be added to the team based on the type of incident and risk. In the event of an incident, the team will: identify the root cause of the breach and secure the systems. Identify the scope of the breach, the compromised data, and the affected individuals. Determine which state and/or federal laws apply to the handling of the data breach and notification of the affected individuals. Begin immediate communication with customers via email; account administrators will be notified within 24 hours via email. Bring customer support up to speed on the incident and allocate additional resources to manage the volume.

4. SOC 2 compliance status (certification documentation should be provided)
SOC Compliance and audit is managed through our AWS servers. Please see attached SOC-2 report AWS - https://drive.google.com/file/d/1hlgf5U1R6LHwDuv2K-XYPhvw-9jvOWcJ/view?usp=sharing

5. Specifics of structures in place to ensure acceptable disaster recovery including backup schedules and redundancy.
Infobase has a comprehensive disaster recovery plan for our systems and services. Details can be found here: https://docs.google.com/document/d/1vW1bONij85JpyJkvL5t36hOl-gdesT67l22RjbezUUA/edit

6. Internet Bandwidth requirements and provide a per-user bandwidth usage specification of the software product.
In general, Infobase supports the current and prior major releases of Google Chrome, Safari, Edge, and Firefox on a rolling basis. Products are completely cloud-based solution that does not require any hardware, software or plugins to operate. Because all Infobase products are cloud-based and do not require any special hardware or software to operate, only general, minimum browser requirements. Platforms are mobile responsive as well.

Bandwidth is minimal in-platform use on computers and mobile-devices. The response speed is fast and dependent on the device and internet speed and local conditions beyond the control of the database.

7. Specifics of the availability of remote access to the district's data outside of the web-based application.
All Infobase databases are accessed through the web-based application. Video collections have an additional mobile app option. Select objects within a database may offer printing and/or downloading for offline use.

8. Specifics on the frequency and duration of operating system and application updates including the procedures used to inform the district of maintenance windows and system downtime for these tasks.
Infobase implements incremental updates on a rolling bases with no downtime. If a downtime is required, it completed on off-hours typically early hours. Downtime required upgrades to platform will conducted with a minimum of seven (7) days' advance notice. Infobase will provide a minimum of 24 hours' notice to when any critical security updates are to be implemented.

9. Any tools available to measure system responsiveness.
Infobase has a 99%+ responsiveness and up-time history. No security breaches recorded. Security Incidents and policies are handled by an incident response core team. The core team includes the Enterprise Architect, Director of IT and Chief Technology Officer. The team formerly meets to review incidents and policies. A war-room is activated for any incident type and additional resources such as Human Resources and Law Enforcement may be added to the team based on the type of incident and risk. In the event of an incident, the team will: identify the root cause of the breach and secure the systems. Identify the scope of the breach, the compromised data, and the affected individuals. Determine which state and/or federal laws apply to the handling of the data breach and notification of the affected individuals. Begin immediate communication with customers via email; account administrators will be notified within 24 hours via email. Bring customer support up to speed on the incident and allocate additional resources to manage the volume.

10. Any limits on data storage (i.e., user quotas, access to previous year data, database size, etc.).
There are no limits to the data storage for Infobase databases. The vast majority of content is pre-packaged in the service. Video collections provide option for video hosting (10 videos hosted on the platform are included in video collection subscriptions. Additional hosting levels are available in Video Hosting packages.)

Our products and services are hosted on Amazon Cloud Web Services (AWS), and they have security in place. Amazon manages physical access to the data center. A general summary of the security controls of Amazon can be found at: https://aws.amazon.com/compliance/data-center/controls/

Infobase security plan documents may be viewed and downloaded: https://drive.google.com/file/d/1b32Uxi-uXdhf1fhw8h7yKwgPvOz09BMa/view?usp=sharing

11. Details about how visitor operations and student check-in/check-out can continue in the event of an internet or system outage. The proposed solution shall be deployed on servers and equipment hosted or administered by the Successful Offeror. Hosting the solution on a 3rd party, such as Amazon or Azure, is acceptable.
Our products and services are hosted on Amazon Cloud Web Services (AWS), and they have security in place. Amazon manages physical access to the data center. A general summary of the security controls of Amazon can be found at: https://aws.amazon.com/compliance/data-center/controls/

Infobase databases average greater than 99+% uptime.

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Tab 7 – Reporting and Monitoring

Infobase Holdings Online Resources include an Admin Portal which allows for several reporting features:

The Infobase solution includes access to the Administrative Portal with a Reports Dashboard.   The Infobase admin portal is where users with administrative permissions find tools and customizing options to help configure and maximize the Infobase resources. Administrators can access usage reports, institutions, and user account information, set suppression options on certain products, set up authentication, LTI or discovery tool integrations.

Usage boosters for each resource are also available through the admin portal. These include product icons, search widgets, QR codes, marketing materials (flyers, bookmarks, posters), and educator guides. Our educator guides provide tips and ideas, highlighting the top/key features of the resource while also providing lesson and project ideas to help teachers integrate that resource into their instruction for easy use with their students.

Based on account hierarchy reporting rolls up and is Counter 5 compliant and viewable on screen and exportable.

Reporting Dashboard

The main reporting interface from our Admin Portal allows users to select from a variety of reporting options including Usage Summary, Subjects, Google Analytics, and other relevant data categories.
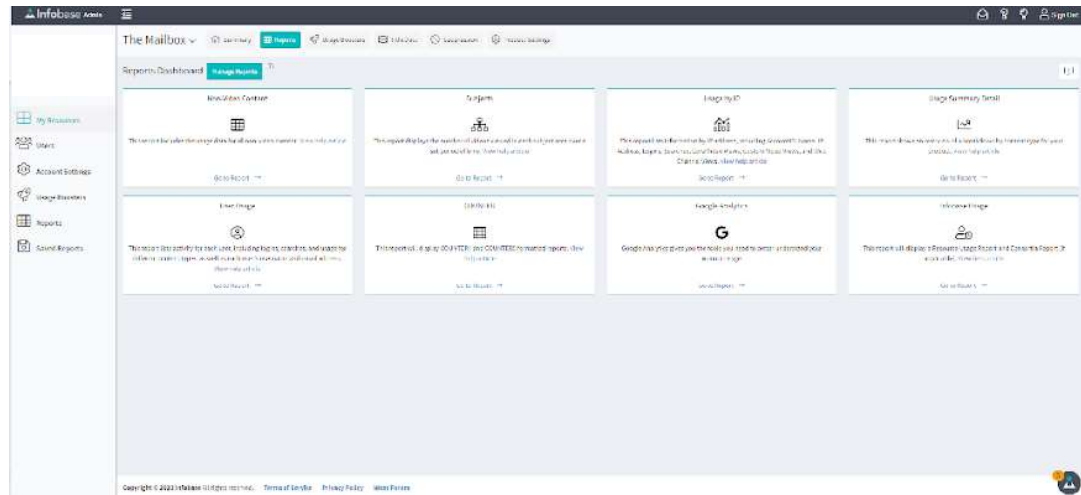
Depending on the solutions selected the following reporting options are available:

Report	Description
Consortia Statistics	Usage statistics for all current member institutions
Usage Statistics	Includes Record Views, Regular Searches, Result Clicks, and Searches-federated and Automated
Google Analytics	Tools to help better understand account usage
Book Title Usage	eBook Title Usage Statistics
Usage Summary Detail	Shows an overview of a breakdown by content type
Account Usage	Lists activity for each location in the district, including logins, searches & views.
Usage by IP	Lists activity for each IP, including logins, searches & views.
Infobase Usage	Displays Resource Usage Report and Consortia Report
Collections	Displays the # of videos iewed in each collection over a set period of time
Core Video	Includes the usage of all nonm-custom content videos in your account
Minutes Played	Displays the amount of time users spent playing each video & average % played
Producers	Displays the number of videos viewed for each producer over a set period of time.
Subjects	Displays the number of videos viewed in each subject area over a set period of time
Consortia Drill down	Displays usage information about a cdistrict and its schools.
Non-Video Content	Includes usage data for all non-video content
User Usage	Lists activity for each user, including logins, searches, and usage for different content types

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Tab 8 – Training and Professional Development

In addition to offering our custom curated content, we have provided additional services and support including a dedicated support team, implementation plan, virtual synchronous training sessions (Administrative training, Train-the-Trainer, End-user group training sessions), 800 technical support number available Monday – Friday 8am-7pm EST, and 24/7 zendesk access.

The current Infobase Team comprised of Business Development Executive, Tanya Everett and Customer Success Director, Laura Stanlaw will continue to work with HCPS's staff and fine-tune a personalized onboarding plan, discuss marketing needs, and additional training sessions for your staff.

Training sessions (Administrative, Train-the-Trainer, and End-user) are available virtually at no additional cost. All virtual sessions will be recorded, and the link will be provided to the district to use for asynchronous training needs. Trainers are Infobase staff and subject matter experts specifically versed in the topic and product. Onsite training, if preferred, is also available:

1 day (6 hours) of on-site professional development training for staff of 25 is $2,000.00. Virtual Instructor Led Web Based training covering the same materials is included with purchase.

1 day (6 hours) of Professional Development- train the trainer model (20 Elementary or Secondary ILCs/ITRTs, 3 Educational Specialist, + 1 additional personnel- total of 20 +) is $2,000.00. Virtual Instructor Led Web Based training covering the same materials is included with purchase.

1 day of Professional Development for Elementary or Secondary School Staff- approximately 35 – 100 is $2,000.00. Virtual Instructor Led Web Based training covering the same materials is included with purchase.

In addition to the above training sessions, HCPS users will have access to the Infobase knowledge base that includes self-help resources such as how-to videos, text-based directions, answers to frequently asked questions, product information, marketing materials, webinars, and more. These can be accessed directly on the Infobase knowledge base site, or linked to other portals, communications, etc. Infobase will provide HCPS with links to customized training, videos, documents, and marketing materials created specifically to help address the district's unique access, use cases, and other needs. The entire Infobase staff is dedicated to delivering superior EdTech instructional materials and making a positive impact on student learning.

Tab 9 – Pricing

Infobase has included a detailed pricing schedule for each product offered. The pricing includes complete costs for each product including implementation and virtual training. If Onsite Training is required pricing is available as a separate line item. Virtual Instructor Led Web Based training is included at no additional charge with purchase.

District Wide Pricing: Please note a 20% discount is applied to list price if purchased as a district solution.

Infobase		Price List 2022	
Pricing by FTE- (Full-time Enrollment)		K12 Schools - District Pricing	
Product	Level	District Pricing	20% Discount
Careers			
Ferguson's Career Guidance	M/HS	$ 10,755	$ 8,604
Current Issues			
Issues & Controversies	M/HS	$ 6,199	$ 6,199
World News Digest	M/HS	$ 20,517	$ 16,414
General Reference			
Source Reference - CREDO (K12)	M/HS	$ 20,517	$ 16,414
Polling the Nations	M/HS	$ 14,805	$ 11,844
The Mailbox Plus	Elem -PreK-6	$ 44,942	$ 35,954
The World Almanac for Kids - Elementary	Elem	$ 32,430	$ 25,944
The World Almanac for Kids	Inter/MS	$ 4,709	$ 4,709
Geography			
World Geography and Culture	M/HS	$ 14,805	$ 11,844
History Resources			
American History	M/HS	$ 20,517	$ 16,414
African-American History	M/HS	$ 14,805	$ 11,844
American -Indian History	M/HS	$ 14,805	$ 11,844
Ancient & Medieval History	M/HS	$ 14,805	$ 11,844
Modern World History	M/HS	$ 14,805	$ 11,844
History BUNDLE - Includes all 5 History Databases above	M/HS	$ 55,839	$ 44,671
Issues & Controversies in History	M/HS	$ 14,805	$ 11,844
Literature and Writing			
Bloom's Literature Online	M/HS	$ 5,751	$ 5,751
Writer's Reference Center	M/HS	$ 14,805	$ 11,844
Religion	M/HS		
World Religions Online	M/HS	$ 14,805	$ 11,844
Science			
Science Online	M/HS	$ 20,517	$ 16,414
Today's Science	M/HS	$ 14,805	$ 11,844
eBook Subscription			
Middle/HS eBook Subscription	M/HS	$ 22,806	$ 18,245
Mutimedia Resources			
Learn360	K-12	$ 72,762	$ 58,210
add on to L360 Classroom Video On Demand Master	M/HS	$ 8,100	$ 6,480
add on to L360 Classroom The Mailbox Plus	Elem -PreK-6	$ 32,430	$ 25,944
add on to L360 Classroom Streamable Learning or stand alone	K-12	$ 66,933	$ 53,546
Streaming Video Resources			
Classroom Video On Demand Master Collection	M/HS	$ 10,260	$ 8,208
Classroom Video On Demand -Career and Tech Ed only	M/HS	$ 8,793	$ 7,034
Classroom Video On Demand BUNDLE - Includes Master	M/HS	$ 15,242	$ 12,194
World Cinema Collection	M/HS/AP	$ 7,812	$ 6,250

School Based Pricing: Please note a 20% discount is applied to list price if purchased as a district solution.

Product	Level	<250 FTE	5% discount	251-500 FTE	5% discount
		Price List 2022			
Pricing by FTE- (Full-time Enrollment)		**K12 Schools - Individual School Pricing**			
Careers					
Ferguson's Career Guidance	M/HS	$ 651	$ 618	$ 760	$ 722
Current Issues					
Issues & Controversies	M/HS	$ 651	$ 618	$ 760	$ 722
World News Digest	M/HS	$ 651	$ 618	$ 760	$ 722
General Reference					
Source Reference - CREDO (K12)	M/HS	$ 651	$ 618	$ 760	$ 722
Polling the Nations	M/HS	$ 434	$ 412	$ 542	$ 515
The Mailbox Plus	Elem -PreK-6	$ 651	$ 618	$ 760	$ 722
The World Almanac for Kids - Elementary	Elem	$ 434	$ 412	$ 542	$ 515
The World Almanac for Kids	Inter/MS	$ 434	$ 412	$ 542	$ 515
Geography					
World Geography and Culture	M/HS	$ 434	$ 412	$ 542	$ 515
History Resources					
American History	M/HS	$ 651	$ 618	$ 868	$ 825
African-American History	M/HS	$ 434	$ 412	$ 542	$ 515
American -Indian History	M/HS	$ 434	$ 412	$ 542	$ 515
Ancient & Medieval History	M/HS	$ 434	$ 412	$ 542	$ 515
Modern World History	M/HS	$ 434	$ 412	$ 542	$ 515
History BUNDLE - Includes all 5 History Databases above	M/HS	$ 1,670	$ 1,587	$ 2,127	$ 2,021
Issues & Controversies in History	M/HS	$ 434	$ 412	$ 542	$ 515
Literature and Writing					
Bloom's Literature Online	M/HS	$ 651	$ 618	$ 760	$ 722
Writer's Reference Center	M/HS	$ 434	$ 412	$ 542	$ 515
Religion	M/HS				
World Religions Online	M/HS	$ 434	$ 412	$ 542	$ 515
Science					
Science Online	M/HS	$ 651	$ 618	$ 760	$ 722
Today's Science	M/HS	$ 434	$ 412	$ 542	$ 515
eBook Subscription					
Middle/HS eBook Subscription	M/HS	$ 651	$ 618	$ 868	$ 825
				$	-
Mutimedia Resources				$	-
Learn360	K-12	$ 699	$ 664	$ 977	$ 928
add on to L360 Classroom Video On Demand Master	M/HS	$ 350	$ 333	$ 500	$ 475
add on to L360 Classroom The Mailbox Plus	Elem -PreK-6	$ 434	$ 412	$ 542	$ 515
add on to L360 Classroom Streamable Learning or stand alone	K-12	$ 499	$ 474	$ 799	$ 759
Streaming Video Resources					
Classroom Video On Demand Master Collection	M/HS	$ 651	$ 618	$ 868	$ 825
Classroom Video On Demand -Career and Tech Ed only	M/HS	$ 434	$ 412	$ 651	$ 618
Classroom Video On Demand BUNDLE - Includes Master	M/HS	$ 868	$ 825	$ 1,216	$ 1,155
World Cinema Collection	M/HS/AP	$ 434	$ 412	$ 542	$ 515

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Infobase

Price List 2022

Pricing by FTE- (Full-time Enrollment)	K12 Schools - Individual School Pricing				
Product	**Level**	**501-1,000 FTE**	**5% discount**	**1,001-1,500 FTE**	**5% discount**
Careers					
Ferguson's Career Guidance	M/HS	$ 977	$ 928	$ 1,195	$ 1,135
Current Issues					
Issues & Controversies	M/HS	$ 977	$ 928	$ 1,195	$ 1,135
World News Digest	M/HS	$ 977	$ 928	$ 1,195	$ 1,135
General Reference					
Source Reference - CREDO (K12)	M/HS	$ 977	$ 928	$ 1,195	$ 1,135
Polling the Nations	M/HS	$ 705	$ 670	$ 977	$ 928
The Mailbox Plus	Elem -PreK-6	$ 977	$ 928	$ 1,086	$ 1,032
The World Almanac for Kids - Elementary	Elem	$ 705	$ 670	$ 977	$ 928
The World Almanac for Kids	Inter/MS	$ 705	$ 670	$ 977	$ 928
Geography					
World Geography and Culture	M/HS	$ 705	$ 670	$ 977	$ 928
History Resources					
American History	M/HS	$ 977	$ 928	$ 1,195	$ 1,135
African-American History	M/HS	$ 705	$ 670	$ 977	$ 928
American -Indian History	M/HS	$ 705	$ 670	$ 977	$ 928
Ancient & Medieval History	M/HS	$ 705	$ 670	$ 977	$ 928
Modern World History	M/HS	$ 705	$ 670	$ 977	$ 928
History BUNDLE - Includes all 5 History Databases above	M/HS	$ 2,659	$ 2,526	$ 3,572	$ 3,393
Issues & Controversies in History	M/HS	$ 705	$ 670	$ 977	$ 928
Literature and Writing					
Bloom's Literature Online	M/HS	$ 977	$ 928	$ 1,195	$ 1,135
Writer's Reference Center	M/HS	$ 705	$ 670	$ 977	$ 928
Religion	M/HS				
World Religions Online	M/HS	$ 705	$ 670	$ 977	$ 928
Science					
Science Online	M/HS	$ 977	$ 928	$ 1,195	$ 1,135
Today's Science	M/HS	$ 705	$ 670	$ 977	$ 928
eBook Subscription					
Middle/HS eBook Subscription	M/HS	$ 1,086	$ 1,032	$ 1,140	$ 1,083
Mutimedia Resources					
Learn360	K-12	$ 1,086	$ 1,032	$ 1,221	$ 1,160
add on to L360 Classroom Video On Demand Master	M/HS	$ 650	$ 618	$ 900	$ 855
add on to L360 Classroom The Mailbox Plus	Elem -PreK-6	$ 705	$ 670	$ 977	$ 928
add on to L360 Classroom Streamable Learning or stand alone	K-12	$ 999	$ 949	$ 1,499	$ 1,424
Streaming Video Resources					
Classroom Video On Demand Master Collection	M/HS	$ 1,082	$ 1,028	$ 1,140	$ 1,083
Classroom Video On Demand -Career and Tech Ed only	M/HS	$ 868	$ 825	$ 977	$ 928
Classroom Video On Demand BUNDLE - Includes Master	M/HS	$ 1,560	$ 1,482	$ 1,694	$ 1,609
World Cinema Collection	M/HS/AP	$ 651	$ 618	$ 868	$ 825

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Infobase		Price List 2022	
Pricing by FTE- (Full-time Enrollment)		**K12 Schools - Individual School Pricing**	
Product	**Level**	**1,501-2,000+ FTE**	**5% discount**
Careers			
Ferguson's Career Guidance	M/HS	$ 1,358	$ 1,290
Current Issues			
Issues & Controversies	M/HS	$ 1,358	$ 1,290
World News Digest	M/HS	$ 1,358	$ 1,290
General Reference			
Source Reference - CREDO (K12)	M/HS	$ 1,358	$ 1,290
Polling the Nations	M/HS	$ 1,086	$ 1,032
The Mailbox Plus	Elem -PreK-6	$ 1,195	$ 1,135
The World Almanac for Kids - Elementary	Elem	$ 1,086	$ 1,032
The World Almanac for Kids	Inter/MS	$ 1,086	$ 1,032
Geography			
World Geography and Culture	M/HS	$ 1,086	$ 1,032
History Resources			
American History	M/HS	$ 1,412	$ 1,341
African-American History	M/HS	$ 1,086	$ 1,032
American -Indian History	M/HS	$ 1,086	$ 1,032
Ancient & Medieval History	M/HS	$ 1,086	$ 1,032
Modern World History	M/HS	$ 1,086	$ 1,032
History BUNDLE - Includes all 5 History Databases above	M/HS	$ 4,029	$ 3,828
Issues & Controversies in History	M/HS	$ 1,086	$ 1,032
Literature and Writing			
Bloom's Literature Online	M/HS	$ 1,358	$ 1,290
Writer's Reference Center	M/HS	$ 1,086	$ 1,032
Religion	M/HS		
World Religions Online	M/HS	$ 1,086	$ 1,032
Science			
Science Online	M/HS	$ 1,358	$ 1,290
Today's Science	M/HS	$ 1,086	$ 1,032
eBook Subscription			
Middle/HS eBook Subscription	M/HS	$ 1,303	$ 1,238
Mutimedia Resources			
Learn360	K-12	$ 1,443	$ 1,371
add on to L360 Classroom Video On Demand Master	M/HS	$ 1,199	$ 1,139
add on to L360 Classroom The Mailbox Plus	Elem -PreK-6	$ 1,086	$ 1,032
add on to L360 Classroom Streamable Learning or stand alone	K-12	$ 1,999	$ 1,899
Streaming Video Resources			
Classroom Video On Demand Master Collection	M/HS	$ 1,303	$ 1,238
Classroom Video On Demand -Career and Tech Ed only	M/HS	$ 1,086	$ 1,032
Classroom Video On Demand BUNDLE - Includes Master	M/HS	$ 1,911	$ 1,816
World Cinema Collection	M/HS/AP	$ 977	$ 928

Additional Quantity Discounts:

Multi Database Discount Schedule for individual buildings	
2 Databases	5%
3 Databases	10%
4 Databases	15%
5 Databases	20%
6+ Databases	25%
Please Note: Multi Database Discount does not apply to District pricing	

Attachment H

ATTACHMENT H
Pricing Scenario

Name of Offeror: Infobase Holdings, Inc.

Name of Program: Infobase Holdings Online Database Solutions

Grades Submitted for: K-12

Scenario	Price	Methodology on how pricing was calculated.
Provide pricing for an annual subscription for a district license for all schools:	Please see the above Price schedule for details	
46 Elementary School (PK-5) – the number of students per grade is: PK – 1270 KG – 3551 Gr. 1 – 3526 Gr. 2 – 3668 Gr. 3 – 3586 Gr. 4 – 3576 Gr. 5 - 3640	$ Please see the K12 - Schools District Price List	All Infobase Pricing is based on FTE per building. Please see the above Price schedule for details.
12 Middle Schools (6-8) – the number of students per grade is: Gr. 6 – 3700 Gr. 7 – 3840 Gr. 8 – 3952	$ Please see the K12 - Schools District Price List	All Infobase Pricing is based on FTE per building. Please see the above Price schedule for details.
10 High Schools (9-12) – the number of students per grade is: Gr. 9 – 4431 Gr. 10 – 3990 Gr. 11 – 3742 Gr. 12 - 3714	$ Please see the above K12 - Schools District Price Schedule	All Infobase Pricing is based on FTE per building. Please see the above Price schedule for details.
Provide pricing for 1 day (6 hours) of on-site professional development training for staff of 25 for above.	$ 2,000.00	
Provide pricing for 1 day (6 hours) of virtual professional development training for staff of 25 for above.	$ Included	
Grand Total	$ All Infobase Pricing is based on FTE per building. Please see the above Price schedule for details. Grand Total depends on the resources selected.	
Price per student based on the "Grand total" divided by the number of students the proposal is being submitted for.	$ All Infobase Pricing is based on FTE per building. Please see the above Price schedule for details.	

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Attachment I

ATTACHMENT I
PRICING OPTIONS

Provide pricing as it relates to the proposed solution	Price
Price per Student	$ All Infobase Pricing is based on FTE per
Price per Teacher	$ building. Please see
Price per Classroom	$ the above Price schedule for pricing
Price per Site	$ details.
Price for District License PreK-5	$ All Infobase Pricing
Price for District License PreK-8	$ is based on FTE per building. Please see
Price for District License PreK-12	$ the above Price
Price for District License 6-8	$ schedule for details. Grand Total
Price for District License 6-12	$ depends on the resources selected.
Price for District License 9-12	$
1 day of Professional Development- train the trainer model (20 Elementary or Secondary ILCs/ITRTs, 3 Educational Specialist, + 1 additional personnel- total of 20 +)	$ 2,000.00
1 day of Professional Development - price per teacher/librarian	$ N/A
1 day of Professional Development for Elementary or Secondary School Staff- approximately 35 - 100	$ $2,000.00

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Tab 10 – References

Reference #1

South Carolina State Library
1500 Senate St.
Columbia, SC 29201
Patricia Sinclair, Electronic Resources Coordinator
803.734.8851
 psinclair@statelibrary.sc.gov

Reference #2

Fairfax Co Public Schools
8115 Gatehouse Rd.
Falls Church. VA 22042
Terry Rihl, Library Support Services Manager
703-916-6931
trihi@fcps.edu

Atlanta Public Schools
130 Trinity Avenue
Atlanta, GA 30303
Jennifer Saunders, Media Specialist/ District Coordinator at-Large
404-802-1529
jsaunders@atlanta.k12.ga.us

59

Tab 11 – Appendices

Bloom's Literature

Literature Resources and Criticism Selected by Literary Experts
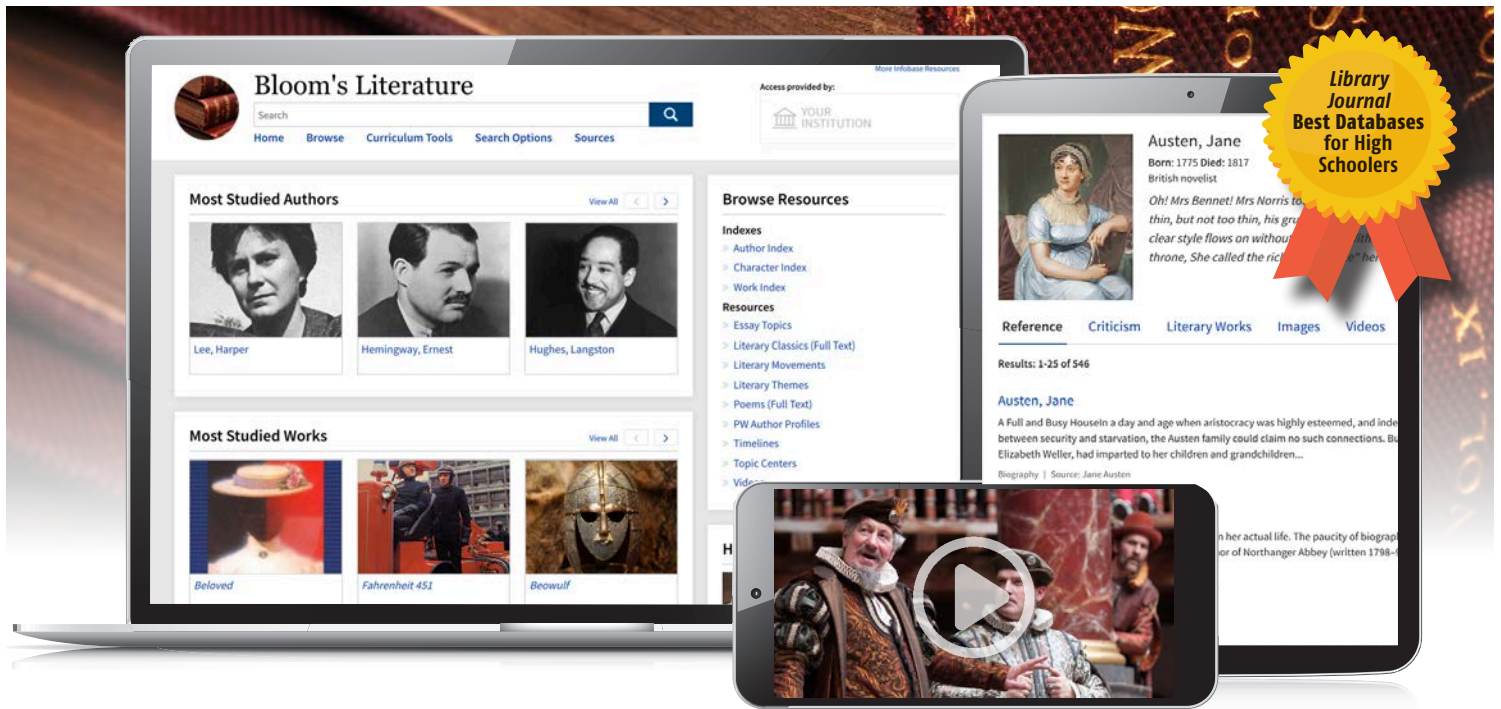
LibraryWorks
Modern Library Awards Platinum Honoree

Library Journal Best Database

The ComputED Gazette *TWO-TIME WINNER!*
Best Educational Software Award (BESSIES)

The ComputED Gazette
Education Software Review Award (EDDIES)

SIIA CODiE Award Finalist

"…**highly recommended**…"—BOOKLIST

"…**highly recommended**."—AMERICAN REFERENCE BOOKS ANNUAL

"…incredibly interesting and valuable…**should be in every library, if not every English classroom**."
—THE COMPUTED GAZETTE

"For literary criticism, author information, and writing help…***Bloom's Literature…is key***."
—LIBRARY JOURNAL

"**Recommended**."—SCHOOL LIBRARY CONNECTION

Complete, Yet Curated, Coverage of the Most Studied Authors and Their Works…and More!

Bloom's Literature offers a wealth of relevant content on the authors and works most studied in the high school curriculum, multicultural classics, contemporary literature, and more. Students will find exactly what they need without having to wade through an uncurated search. Educators will appreciate the thoughtful organization and important curriculum tools to help with lesson plans, assignments, and independent study.

Highlights and Features:

- **Support** for 1:1 initiatives, blended instruction, flipped classrooms, and project-based learning
- **Authoritative source list:** thousands of scholarly and critical books, peer-reviewed journals, and other periodicals
- **Complete coverage:** reference essays and literary criticism examining the lives of great authors and their works

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Bloom's Literature

HIGHLIGHTS AND FEATURES
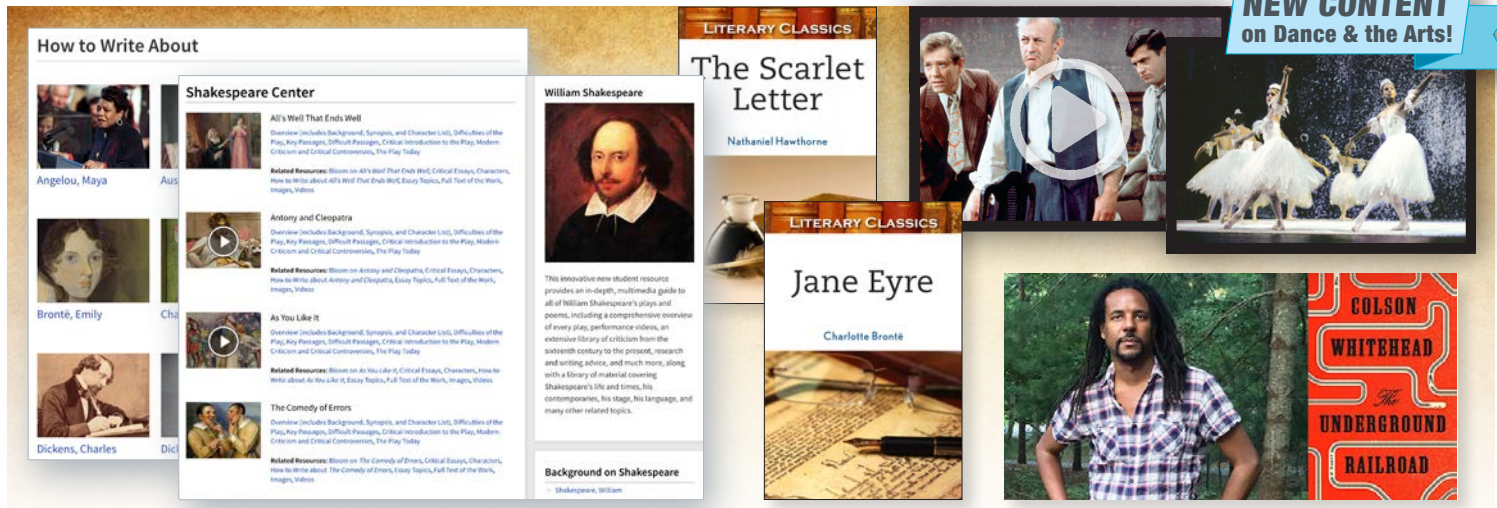
- **Shakespeare Center** housing in one convenient location a treasure trove of content on all things Shakespeare, including in-depth coverage of each of his plays; analysis of his sonnets and longer poems; the full, searchable text of all of his plays; performance videos; scholarly criticism; extensive background essays; "How to Write about" entries; essay topics; and more

- **Full-length videos of classic plays and films:** 800+ videos of great literary works—including *Julius Caesar* (starring John Gielgud)—plus video clips featuring major scholars such as Harold Bloom discussing important literary topics

- **Essay topics:** 10,000+ topics providing research and writing suggestions. Educators can also use them as a starting point for discussions, lessons, activities, or homework assignments

- **Author print and podcast interviews:** 5,000+ *Publishers Weekly* interviews and profiles from 1989 to the present, covering literary prizewinners, YA novelists, best sellers, poets, nonfiction writers, and more

- **Bloom's How to Write about Literature:** exclusive, specific, student-friendly guidance on the most frequently assigned authors and works of literature

- **Literary Classics eBook shelf** containing the full texts of 1,000+ classic works

- **Topic Centers:** specially selected content on major literary eras and movements, providing a starting point for research on frequently studied topics

- **Full-text poems:** 2,600+ searchable, full-text poems, with corresponding analytical entries

- **Works:** overviews, synopses, analyses, and literary criticism of thousands of works

- **Topics and themes:** in-depth entries on literary movements, groups, periodicals, and historical events that help place literature in context

- **Characters:** information on 49,000+ literary characters

- **Authors:** a wealth of content on contemporary and classic writers from around the world

- **Harold Bloom's Canon of Literature**

- **Dynamic citations**

- **Browsable timelines**

- Student and educator curriculum tools, including "Teaching Literature through Film"

- Complete A-to-Z indexes for authors, characters, and works

- Tag "clouds" for all content

- Searchable by standards

- Single sign-on with Google or Microsoft, Save to Google Drive, and Share to Google Classroom

- A variety of integration options and partners, including Schoology, Canvas, and D2L

- Read Aloud tool; Google Translate; persistent record links; Search Assist

- Users can set default preferences

- Searchable Support Center

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11,000+ Video Clips / 500+ Hours

Career & Technical Education
Streaming Video Collection

MEETS PERKINS GUIDELINES!

Benefits Include:

- High-quality, specialized videos for career and tech ed departments and high schools, segmented into easy-to-use clips
- Perkins-eligible source of authoritative STEM content
- New content added regularly
- Emphasis on safe practices
- Instructor's guides for many titles
- Captioning and interactive, searchable transcripts on all titles
- Translation tools for 80+ languages
- Unlimited, simultaneous, 24/7 access, in class/library or off site
- Tablet/mobile- and interactive whiteboard-friendly
- Ability to share, save, and organize videos and custom playlists; custom segment tool
- Authenticated search widget, content widget, and Top Ten Titles widget for your library's home page
- Authenticated HTML embed code that allows direct access to videos from within Blackboard, Moodle, or other CMS
- Free MARC records for every video
- Robust admin portal and new enhanced Support Center.

SHOPWARE   meridian   CE Cambridge Educational

Specialized, Exclusive Content

This collection contains specialized content on specific trade and industrial skills, including titles from Shopware, Cambridge Educational and Meridian, most of which are not available elsewhere. In addition to videos teaching technical skills for the automotive, construction, electrical, and other trades, the **Career & Technical Education** collection offers titles on career exploration and job search skills that go beyond the trades.

Concise Clips Offer Visual Reinforcement of What's Being Taught

Classroom Video On Demand's **Career and Technical Education Collection** provides invaluable visual reinforcement of the concepts taught in vocational and technical classroom environments. Each video has been segmented into predefined clips, making it easy to find specific pieces of content quickly—and making it a breeze to show a concise introduction to the material you are teaching.

Technical & Vocational Education
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- Automotive Technology
- Building & Technical Trades
- Cosmetology
- Engineering Technology
- Information Technology

- Technical Careers
- Technical Communication

Career Development
- Career Exploration
- Career Fields
- Job Search Skills
- Job Success Skills

Brakes and Service

Computer and Information Technology: STEM Careers in Two Years

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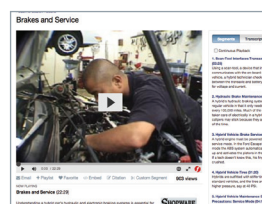
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240,000+ Clips AND GROWING!
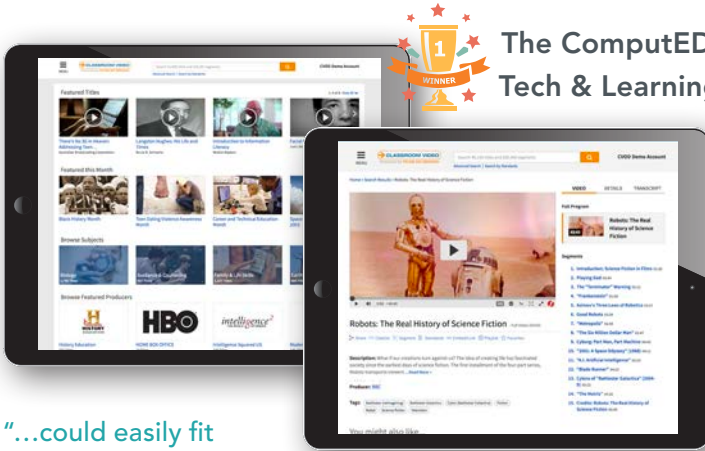
The ComputED Gazette **Education Software Review Award (EDDIES)**
Tech & Learning **ISTE Best of Show Award**

"…could easily fit into the instructional plan of higher level or AP high school programs…ease of use is a big plus…high-quality…"—SCHOOL LIBRARY JOURNAL

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Videos added—free of charge—from top educational producers including:

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A&E · HISTORY · WNET THIRTEEN NEW YORK PUBLIC MEDIA · bio. · MODERN MARVELS

American Museum of Natural History · NBC NEWS · 4 Learning · abc NEWS · The Open University · SCIENCE

THE Bill Moyers COLLECTION · PBS NEWSHOUR · cerebellum CORPORATION · CBC television

CALIFORNIA NEWSREEL · Cambridge Educational · Looking Glass International · SHOPWARE · Rick Steves' EUROPE

ONF NFB · NATIONAL GEOGRAPHIC · arte · vea · Learning ZoneXpress

HAZELDEN · abc NIGHTLINE · EuroArts · Green Planet Films · CNN · …and hundreds of others!

Educator Benefits:

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- Content correlated to Common Core, state, national, IB, College Board AP, NGSS, and national STEM standards
- Create and share playlists using premade clips, full videos, or custom segments
- Add a personalized video introduction to any playlist to provide an overview or give context—perfect for distance learning and flipped classrooms!
- Add a link to department websites for immediate access to any top-level subject
- Instructor's guides for many titles
- Share to Google Classroom
- Add your institution's custom video content or videos from educational Web Channels to the platform
- Robust admin portal and enhanced Support Center
- Public performance rights
- Free MARC records for every video
- Single sign-on (Clever, ClassLink, Microsoft, or Google); LDAP; and IP authentication
- A variety of integration options and partners

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- Find inspiration and material for research papers, projects, and presentations
- Captioning and interactive, searchable transcripts on all titles
- Follow up on a clip used by a teacher in class and watch the rest of the video
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- Google Translate on all descriptions, transcripts, and navigation
- View on any device, anywhere, 24/7

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- Criminal Justice & Law
- Earth Science
- English & Language Arts
- Environmental Science
- Family & Life Skills
- Geography
- Government
- Guidance & Counseling
- Health & Nutrition
- History
- Mathematics
- Music & Dance
- Philosophy & Religion
- Physical Science
- Psychology
- Sociology
- Technology & Society
- World Languages
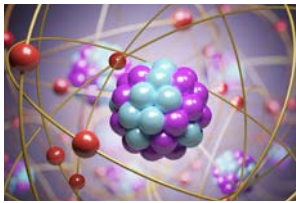
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1,300+ full-length videos*

Meets PERKINS Guidelines!

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Highlights and Features:

- **Authoritative Source List:** Expertly researched and written content from a wealth of proprietary and distinguished print titles

- **Easy Access to Relevant Content:** Key content is handpicked by our editors to inform research and provide guided entryways into the database, plus convenient links to key areas are at the top of every page

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Slideshow Overviews: Original, SMART Board-friendly slideshows for a visual introduction to key topics

Plus—

- **Overview Essays:** substantial and thorough essays giving extensive background on relevant historical topics and eras

- **Primary Sources**, many with introductions that provide context and background—perfect for document-based learning and strengthening critical-thinking skills

- **Book Chapters** from print titles written by noted historians, complementing the thousands of biographies, definitions, and other resources and allowing for original thinking—ideal for an in-depth study of a topic

- **Pro/Con Articles:** covering hundreds of controversies in history, enabling researchers to grasp the essence and importance of every conflict

- **Tribe Index** includes 200+ tribes located in North America

- **Curriculum Tools:** writing and research tips for students and educators

- **Searchable Timelines:** a detailed general timeline, updated monthly, plus timelines by culture area, era, and subject that help put events in historical context

- **Videos, Images, Maps, and Slideshows:** provide a fascinating visual look into topics, reinforcing visual learning and stimulating interest

- **Dynamic Citations** (MLA, Chicago, and Harvard), with EasyBib and NoodleTools export functionality

- Searchable by Common Core, national, state, provincial, IB, C3 Framework for Social Studies, and College Board AP standards

- Real-time, searchable Reuters® newsfeed

- Convenient A-to-Z topic lists

- Tag "clouds" for all content

- Search Assist technology

- Read Aloud tool

- Google Translate

- Persistent record links

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- **Customizable accounts:** save time finding relevant material

- **Easily print** whole packets of collated activities and worksheets

- **Tons of seasonal and thematic ideas**, crafts, and more!
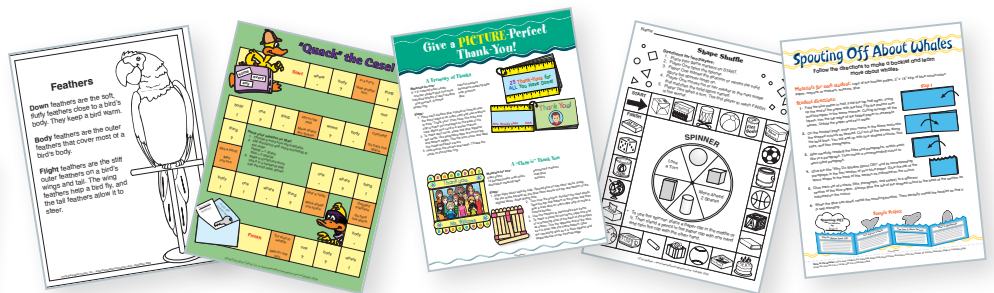
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Examines More Than Five Centuries of the African-American Experience
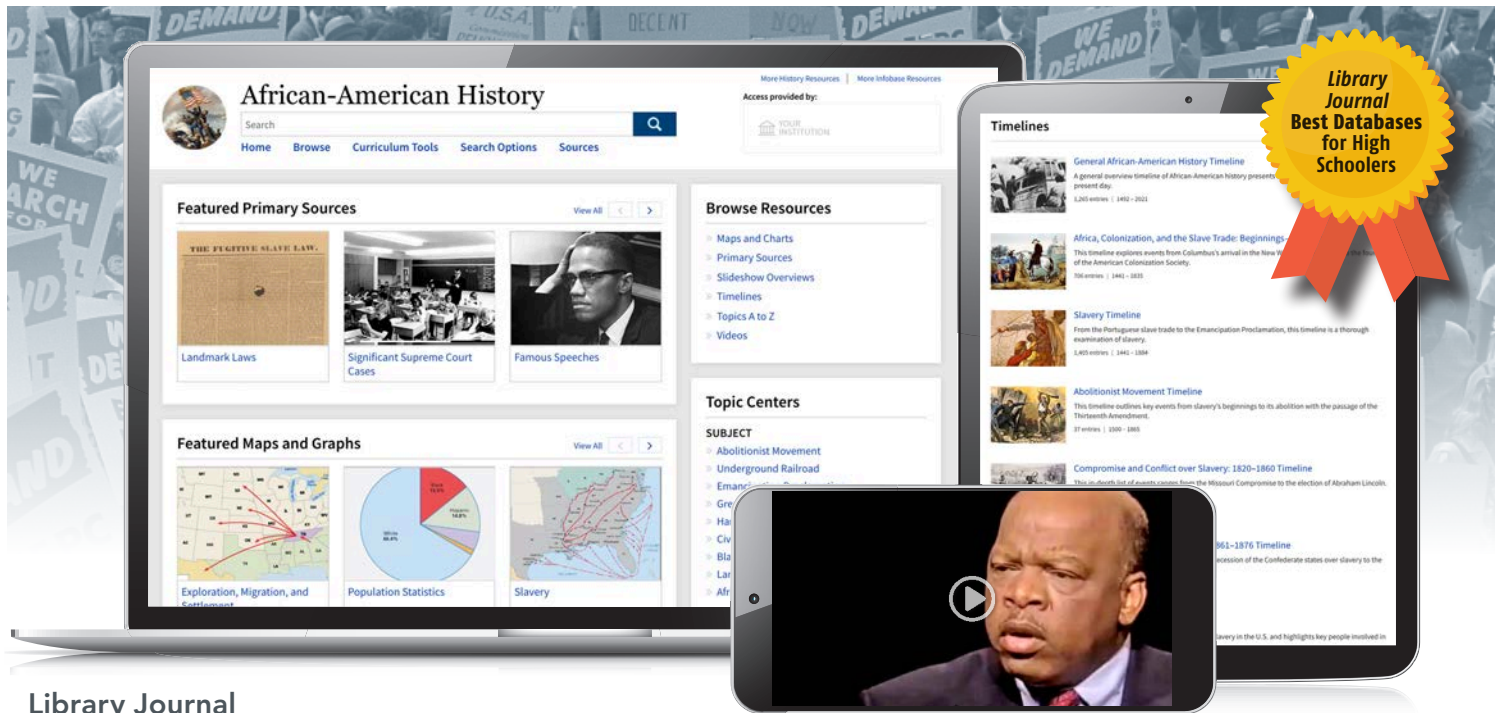
Library Journal
Best Database "Best for High Schoolers"

"…**highly recommend[ed]**… easy to use… extremely student-friendly."—BOOKLIST

"…ambitiously aims to explore all aspects of the African American experience, from the past to the present…with impressive results. Even obscure topics ignored by other resources are covered here… **an excellent resource**…**highly recommended**…"
—LIBRARY JOURNAL

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Highlights and Features:

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- **Easy Access to Relevant Content:** Key content is handpicked by our editors to inform research and provide guided entryways into the database, plus convenient links to key areas are at the top of every page

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Slideshow Overviews: Original, SMART Board-friendly slideshows for a visual introduction to key topics

Plus—

- **Overview Essays:** substantial and thorough essays giving extensive background on relevant historical topics and eras

- **Primary Sources**, many with introductions that provide context and background—perfect for document-based learning and strengthening critical-thinking skills

- **Book Chapters** from print titles written by noted historians, complementing the thousands of biographies, definitions, and other resources and allowing for original thinking—ideal for an in-depth study of a topic

- **Controversies in History:** editorially selected pro/con articles on hundreds of controversies in history, enabling researchers to grasp the essence and importance of every conflict

- **Curriculum Tools:** writing and research tips for students and educators

- **Searchable Timelines:** a detailed general timeline, updated monthly, plus subject-specific and era-specific timelines that help put events in historical context

- **Videos, Images, Maps, and Slideshows:** provide a fascinating visual look into topics, reinforcing visual learning, and stimulating interest

- **Dynamic Citations** (MLA, Chicago, and Harvard), with EasyBib and NoodleTools export functionality

- Real-time, searchable Reuters® newsfeed

- Searchable by Common Core, national, state, provincial, IB, C3 Framework for Social Studies, and College Board AP standards

- Convenient A-to-Z topic lists

- Tag "clouds" for all content

- Search Assist technology

- Read Aloud tool

- Google Translate

- Persistent record links

- Single sign-on with Google or Microsoft, Save to Google Drive, and Share to Google Classroom

- A variety of integration options and partners, including Schoology, Canvas, and D2L

- Users can set default preferences

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✓ Dynamic citations in multiple formats for all content

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✓ **NEW!** Quiz Tool increases student engagement and assesses progress

✓ Add content to lesson plans and LMSs

✓ Add a personalized video introduction to your playlists to give an overview or context

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✓ Share to Google Classroom

✓ Robust Support Center

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- Free MARC records for video, audio, and interactive content

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Clever D2L™

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Modern World History

World History from the Mid-15th Century to the Present
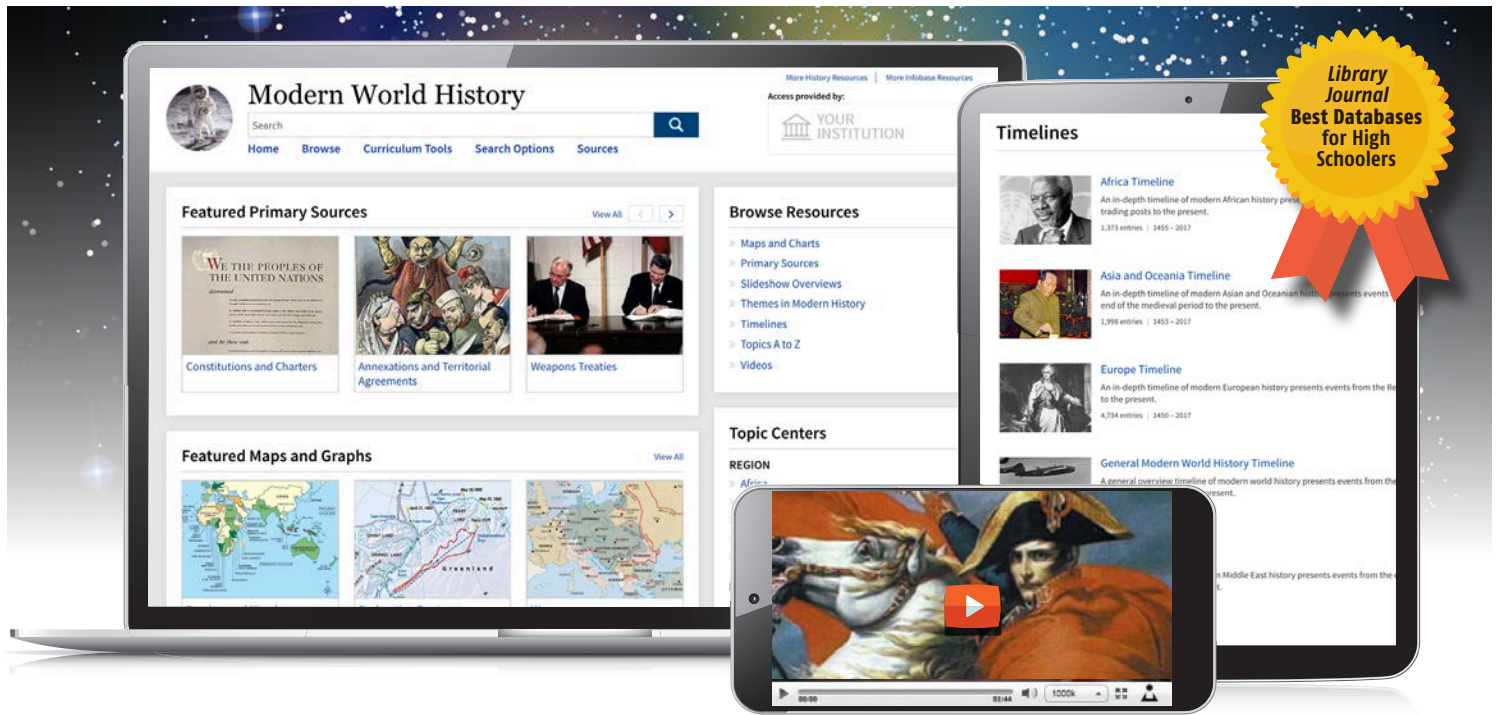
Library Journal
Best Database "Best for High Schoolers"

"…**highly recommended**…easy to use…extremely student-friendly."—BOOKLIST

"…**particularly useful for teachers and librarians** to use as a teaching and research tool."
—AMERICAN REFERENCE BOOKS ANNUAL

History Research Center

FULL SCOPE OF HISTORY

History Research Center, the most authoritative resource for complete history coverage, includes *American History, African-American History, American Indian History, Ancient & Medieval History,* and *Modern World History*. Upgrade to all five databases for the ultimate history coverage and special bundle pricing.

Jump-Start Research with *Modern World History,* Created for Students

Our critically acclaimed *Modern World History* offers a thorough look at world history from the mid-15th century to the present, with a user-friendly interface and award-winning content. By providing the most comprehensive range of information in one complete resource—subject entries, biographies, primary sources, videos and slideshows, images, timelines, and maps and graphs—*Modern World History* offers a virtual library of history for educators, students, and researchers of all ages.

Highlights and Features:

- **Authoritative Source List:** Expertly researched and written content from a wealth of proprietary and distinguished titles

- **Easy Access to Relevant Content:** Key content is handpicked by our editors to inform research and provide guided entryways into the database, plus convenient links to key areas are at the top of every page

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Modern World History

HIGHLIGHTS AND FEATURES

New!
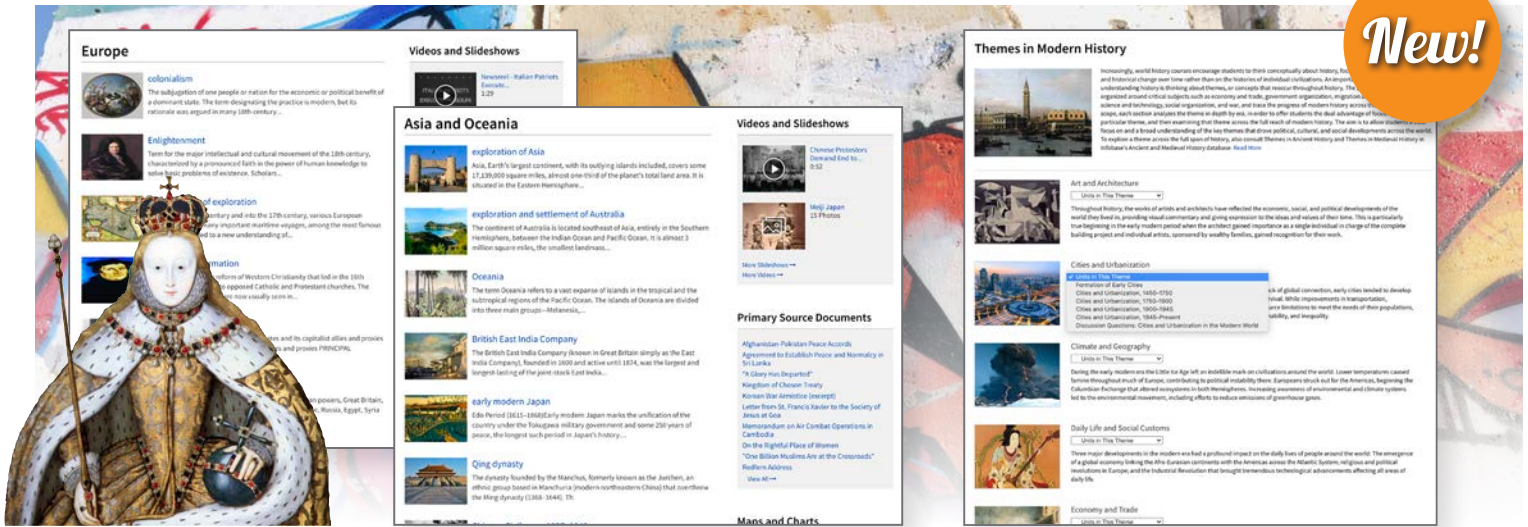
Editorially Curated Topic Centers: Specially selected content on different regions and eras—including articles, shareable slideshows, videos, and more—provides valuable study guides and entry points into each topic

Themes in Modern History: Essays exploring 26 major themes in modern world history century by century—especially helpful for students in honors-level and AP-level world history courses

Plus—

- **Overview Essays:** substantial and thorough essays giving extensive background on relevant historical topics and eras

- **Primary Sources**, many with introductions that provide context and background—perfect for document-based learning and strengthening critical-thinking skills

- **Searchable Timelines:** a detailed general timeline, updated monthly, plus regional and era-specific timelines

- **Videos, Images, Maps, and Slideshows:** provide a fascinating visual look into topics, reinforcing visual learning and stimulating interest

- **Pro/Con Articles:** covering hundreds of controversies in history, enabling researchers to grasp the essence and importance of every conflict

- **Curriculum Tools:** writing and research tips for students and educators

- **Book Chapters** from print titles written by noted historians, complementing the thousands of biographies, definitions, and other resources and allowing for original thinking—ideal for an in-depth study of a topic

- **Dynamic Citations** (MLA, Chicago, and Harvard), with EasyBib and NoodleTools export functionality

- Real-time, searchable Reuters® newsfeed

- Convenient A-to-Z topic lists

- Tag "clouds" for all content

- Searchable by Common Core, national, state, provincial, IB, C3 Framework for Social Studies, and College Board AP standards

- Search Assist technology

- Read Aloud tool

- Google Translate

- Persistent record links

- Single sign-on with Google or Microsoft, Save to Google Drive, and Share to Google Classroom

- A variety of integration options and partners, including Schoology, Canvas, and D2L

- Users can set their default citation format, language, number of search results, and standards set for correlations

- Searchable Support Center with live help chat

- **History Research Center Subscribers Also Get:** integrated, seamless cross-search across any Infobase **History Research Center** databases in your collection. Call for details!

Polling the Nations *NEW!*

The Go-To Resource for Vital and Authoritative Polling Information

Now Better Than Ever!

Thousands of Public Opinion Polls— Perfect for Research, Debates, and Discussions
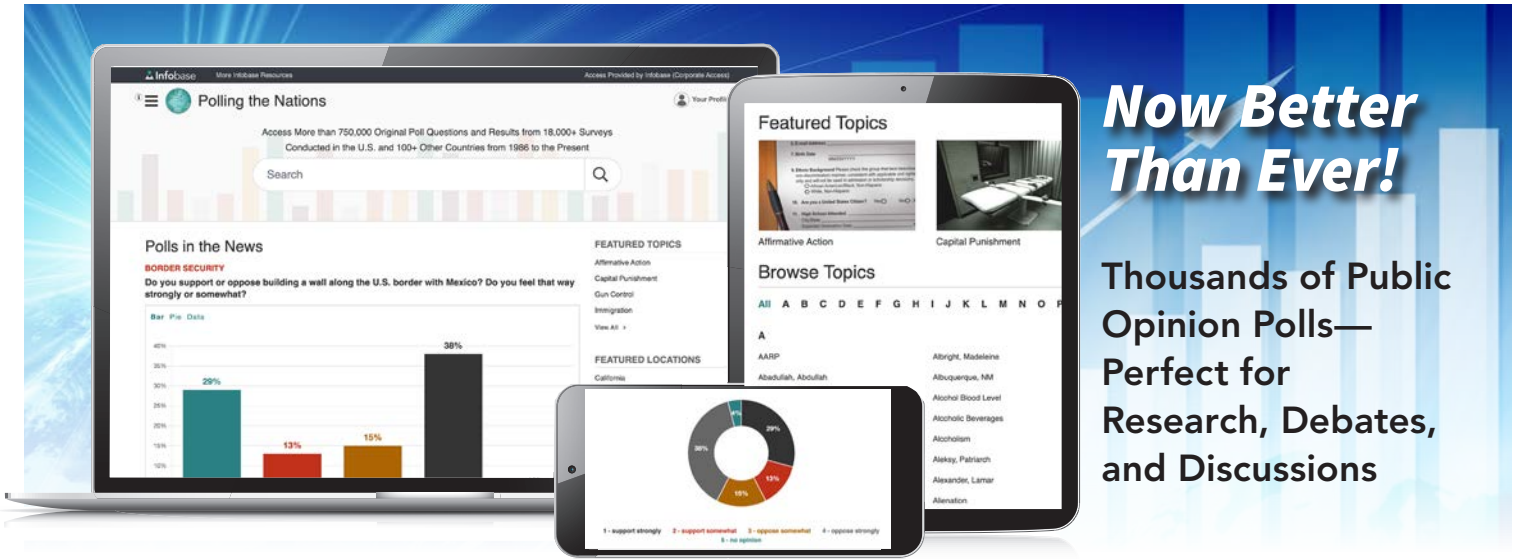
What Is *Polling the Nations?*

"A valuable source for those researching American opinion polls."—REFERENCE BOOK REVIEW

Polling the Nations, the critically acclaimed database of public opinion polls, has been completely rebuilt from the ground up. Aggregated from more than 1,000 sources and featuring 750,000+ poll questions, *Polling the Nations* brings together thousands of polls going back more than a third of a century, giving students the tools they need to investigate, analyze, and think critically about the important challenges facing the world.

Why Polls Are Important

Polls are a trusted measure of public opinion and a reliable way to determine what large numbers of people are thinking, making them essential to any researcher.

Polls Are Primary Sources

Clear and unbiased, *Polling the Nations*' polls are excellent primary sources that encourage and facilitate critical thinking and learning. Having access to this direct, unfiltered information provides a fresh perspective that can be found in no other place.

Authoritative Sources

Polling the Nations provides surveys from the most respected polling organizations in the world, including CNN, ABC/*USA Today*, CBS/*New York Times*, Quinnipiac, Marist, Fox News, Brookings Institution, NBC/*Wall Street Journal,* and Pew Research Center, as well as from major universities, foundations, associations, and corporations.

GALLUP · USA TODAY · Quinnipiac/Poll UNIVERSITY · Pew Research Center · MARISTPOLL · BROOKINGS · THE WALL STREET JOURNAL. · CNN · The New York Times · FOX NEWS

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Polling the Nations

HIGHLIGHTS & FEATURES
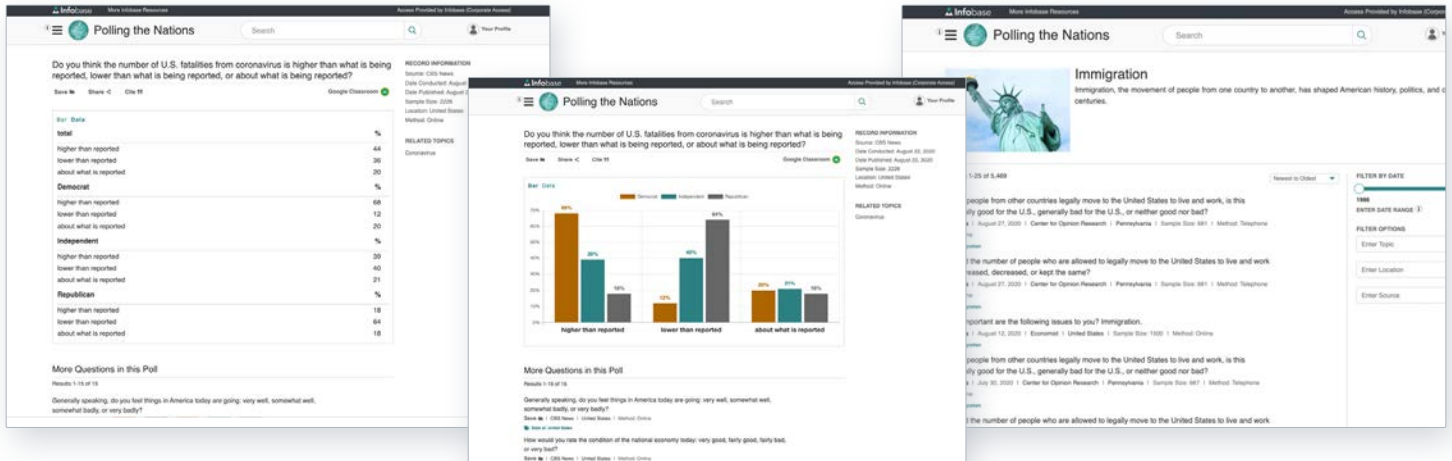
- **Definitive coverage:** 750,000+ questions from 18,000+ surveys conducted in the U.S. and more than 100 other countries—more nations than any other resource—from 1986 to the present. Plus, an extensive index contains more than 3,000 topics on politics, social issues, economics, and more.

- **Clear organization:** Every poll question includes the question's source, date, sample size, location, and method. Plus, the poll question pages feature the entire poll from which the question was asked, enabling students to view every poll in its entirety and in context.

- **Adds historical perspective to today's issues:** Includes 30+ years of outstanding reference material, making it easy for researchers to track how public opinion has changed over time.

- **Easy to search and browse**

- **Fully responsive design for mobile and tablets**

- **Save and organize polls** for future reference

- **Dynamic citations** in MLA and Chicago formats, with EasyBib export functionality

- **Share content to Google Classroom**

- **Persistent record links**

- **Customizable display and content** for reports and presentations.

A Vital Tool Across the Curriculum

The information gained from polls is especially useful in pro/con discussions, debates, presentations, and reports. The polling results in *Polling the Nations* can be used to add real-life, up-to-date information on a wide range of topics in subjects including social studies, history, civics, government, political science, economics, current events, sociology, and media and cultural studies.

Timely and evergreen topics include:

- Animal rights
- Celebrities and entertainment
- Climate change and environmental issues
- Crime and prisons
- Economics and finance
- Education
- Foreign policy
- Gay rights
- Gender
- Government and politics
- Gun control
- Health care reform
- Immigration
- Internet and media
- Legalizing marijuana
- Police and safety
- Popular culture
- Religion
- Sports
- and many more.

Today's Science

HIGHLIGHTS AND FEATURES

Filed Under: Climate and Climatology, Climate Change, Earthquakes and Volcanoes, Global Warming, Hurricanes an

The Climate Crisis Is Upon Us
by Chris Larson | September 2021

Save | Share | Cite | Read Aloud | Glossary Links | Translate

the Intergovernmental Panel on Climate Change—released a major report ... report said it is now "unequivocal" that human activity has changed the ... ing the atmosphere, land, ocean and frozen regions. Among many other ... that there are now solid grounds for attributing extreme weather events— ... ghts and tropical cyclones—to climate change brought about by humans.

The Effects of COVID-19 on the Brain
by Timothy Erick | August 2021

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For the last year and a half, the world has been gripped by the coronavirus disease-19 (COVID-19) pandemic. COVID-19 is caused by a novel coronavirus called SARS-CoV-2, which has infected more than 185 million people and caused more than four million deaths. Most people who are infected with SARS-CoV-2 develop mild or moderate cases of COVID-19 and recover within a few weeks. However, a substantial percentage develop a condition called "long COVID", in which certain symptoms persist for weeks or months after the virus has been cleared from the body. Physicians, scientists, and public health officials have been trying to understand the biological basis of these lingering symptoms, which can make it difficult for COVID-19 patients to resume normal life.

CONVERSATIONS WITH SCIENTISTS

Bo Cederwall: Advancing Experimental Nuclear Physics
Interview Date: July 2021

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"...there is something especially appealing to me in the way many scientists think, not only about their work but about life in general. I guess a key factor is curiosity, that it is considered important in itself. As a scientist it is easy to connect with others who are involved in scientific research for this reason."

Bo Cederwall/KTH/M. Bank

Bo Cederwall is a professor of physics with specialization in experimental and applied nuclear physics and head of the division of nuclear physics in the department of physics at KTH Royal Institute of Technology in Stockholm, Sweden. Born in Göteborg, Sweden in 1964, Cederwall earned a master's degree in engineering physics from the Royal Institute of Technology in Stockholm in 1987, following a diploma project at Institut des Sciences Nucléaires in Grenoble, France. He completed a Ph. D. in experimental particle physics in 1992 after research at the Manne Siegbahn Institute of Physics in Stockholm, the Niels Bohr Institute in Denmark, and Daresbury accelerator facilities in Britain. For the next three years, Cederwall worked first as a postdoctoral research fellow, and then as a staff team scientist on nuclear structure physics and radiation detector development at California's Lawrence Berkeley National Laboratory in the U.S. He joined KTH as an assistant professor in 1995 and was promoted to full professor in 2003.

↑ Original Articles: distilled from major scientific news sources and peer-reviewed journals, highlighting current science topics in easy-to-understand language—content students can trust

↑ Conversations with Scientists: unique and insightful first-person accounts of recent breakthroughs from practicing scientists that show how anyone can get interested in science—an excellent source for report topics

Plus—

- **Extensive backfile and 30,000+ embedded hyperlinks to related articles:** illustrating how one scientific advance leads to another
- **Pop-up glossary:** putting 7,000+ important science terms at students' fingertips, promoting science literacy
- **Discussion questions:** to encourage critical thinking about each article
- **Extensive biographies**
- **Science fair guide**
- **Searchable** by Common Core, national, state, provincial, IB, College Board AP, and NGSS standards

- **Curriculum tools:** activities, assignments, and research tools that help students speak and write—and educators teach—about science
- **Rich resources:** thousands of editorial cartoons, video briefs, images, diagrams, and crossword puzzles
- **Dynamic citations** (MLA, Chicago, and Harvard), with EasyBib and NoodleTools export functionality
- Search Assist technology
- Share to Google Classroom
- Google Translate and Read Aloud tools
- Persistent record URL links
- Featured Article widget
- Searchable Support Center with live help chat.

NEXT GENERATION SCIENCE STANDARDS For States, By States

Pollution and the Scent of a Flower
Full Video: 03:04

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↑ Video News Briefs: bite-size science info that uses real-world examples to teach applied science. Fun and easy to use!

Research Topics: summaries of key topics to jump-start research; plus, a complete, hyperlinked Topic Index

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—SCHOOL LIBRARY CONNECTION

"…**provides a little something for everyone**…The information and visuals are accessible…Casual browsers will find fun things to explore…"—SCHOOL LIBRARY JOURNAL

Highlights & Features:

- **Exclusive, age-appropriate content** and engaging, fun entries
- **Excellent resources for student reports and research,** including:
  - ★ Extensive, up-to-date articles with colorful illustrations
  - ★ Entertaining and informative videos to support the content
  - ★ Interactives—including interactive worksheets, games, quizzes, crossword puzzles, word searches, and more—on topics including animals, Earth science, famous Americans, plants, and exploring space
  - ★ Science projects, plus projects for students with disabilities
  - ★ Fun Facts articles, maps, flags, and more
- **Teacher Resources:** worksheets, graphic organizers, and classroom management forms to use with any lesson, plus science diagrams and projects
- **"Did You Know?" feature,** with facts to engage students and a "Learn More" link to encourage exploration
- Dynamic citations
- Read Aloud tool and Google Translate
- Share content to Google Classroom
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- Support for Google Sign-In
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- Athletes
- Being a Good Citizen
- Birds
- Canadian Provinces & Territories
- Character Building
- Community Leaders
- Countries of the World
- Earth
- Energy
- Entertainers
- Explorers
- Families, Neighborhoods & Communities
- Famous Americans
- The 50 States
- First Civilizations

- Fish & Aquatic Life
- Flowers, Plants & Trees
- Forces & Motion
- Habitats in Our World
- Holiday Celebrations
- Insects, Spiders & Worms
- Mammals
- Maps, Globes & Landforms
- Math
- Matter
- Nutrition & Me
- Our Senses
- Reader's Corner
- Reptiles & Amphibians
- Scientists & Inventors
- Solar System
- Sound & Light
- U.S. Government
- U.S. Presidents
- U.S. Symbols & Landmarks
- Weather & Climate

Giant Pandas

Giant pandas are an endangered species. There are believed to be only 2,000 left in the world.
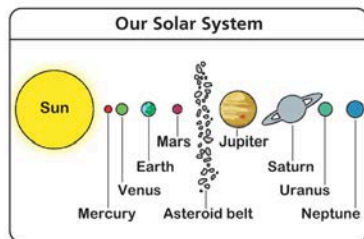
The Solar System

Contents

What Is the Solar System?
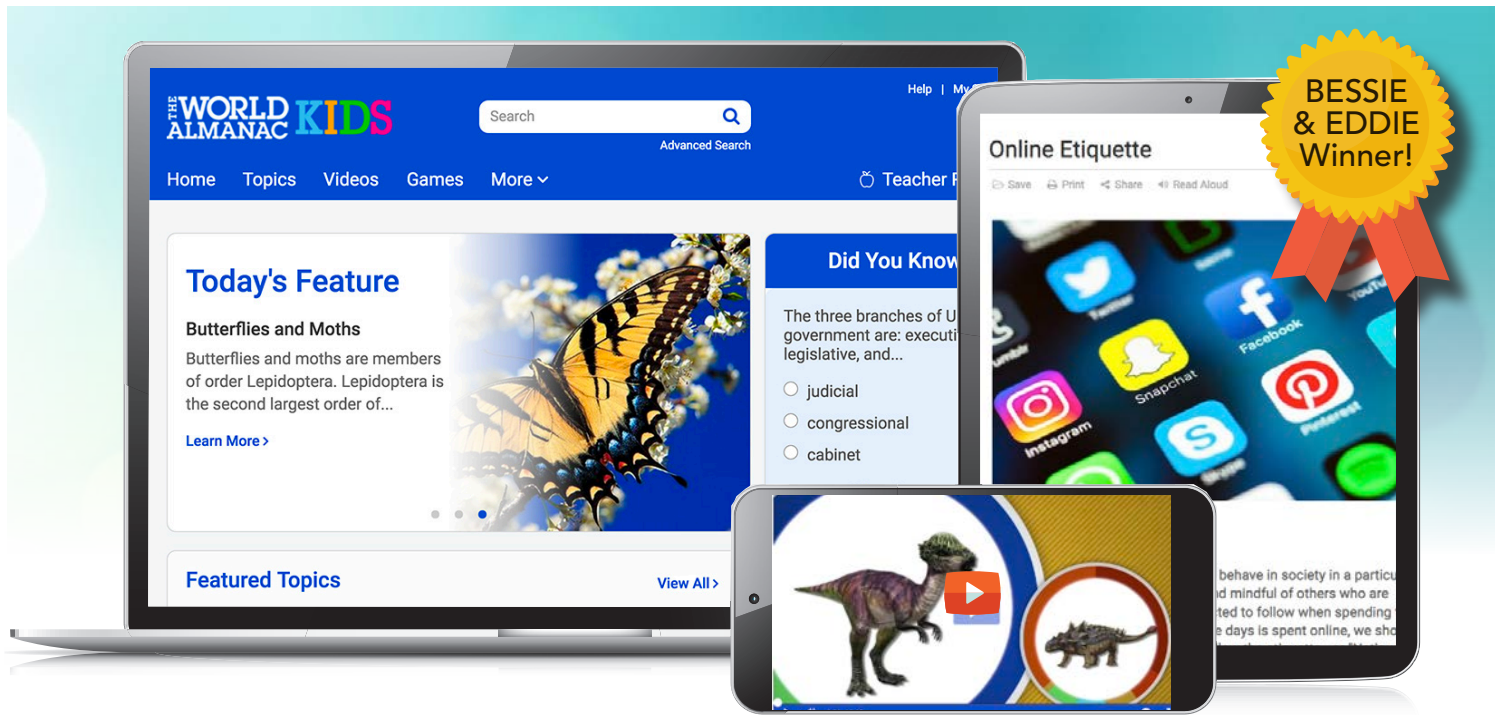
How the Solar System Formed

What Is the Solar System?

Our Solar System

The solar system is made up of all the planets that revolve around the Sun. Moons, comets, asteroids, meteorites, dwarf planets, dust, and gas are also part of the solar system.

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Best Educational Software Awards (BESSIES)
"Middle School Database Website" category

The ComputED Gazette *Two-time winner!*
Education Software Review Awards (EDDIES)
"Middle School Database Website" and "Middle School Online Research Source" categories

"Entertaining is not a word usually applied to reference works…but for *The World Almanac® for Kids*… the adjective fits…**a reliable resource for homework and projects,** and helps kids learn research skills in a safe and trusted content site…delivers kid-friendly, interesting and, yes, even entertaining content…**deserves to be in every school library, and should be made available to every teacher and student**."—THE COMPUTED GAZETTE

Trustworthy, Kid-Friendly Reference for INTERMEDIATE GRADES

Erasing the line between homework support and fun exploration, *The World Almanac® for Kids* is a natural complement to the middle school curriculum. Each curricular topic area provides resources for homework, reports, and projects. Kids can explore age-appropriate topics while developing online research skills with an award-winning, trusted content source.

TOPICS INCLUDE:

The Arts	Life Science
Biographies	Math
Geography	Physical Science
Health & Guidance	Social Studies
Language Arts	Sports

THE WORLD ALMANAC KIDS

Develop Online Research Skills with a Trusted Source
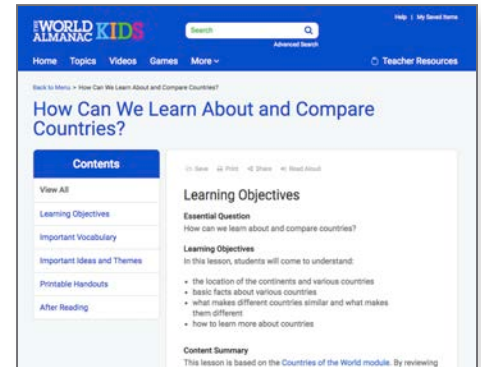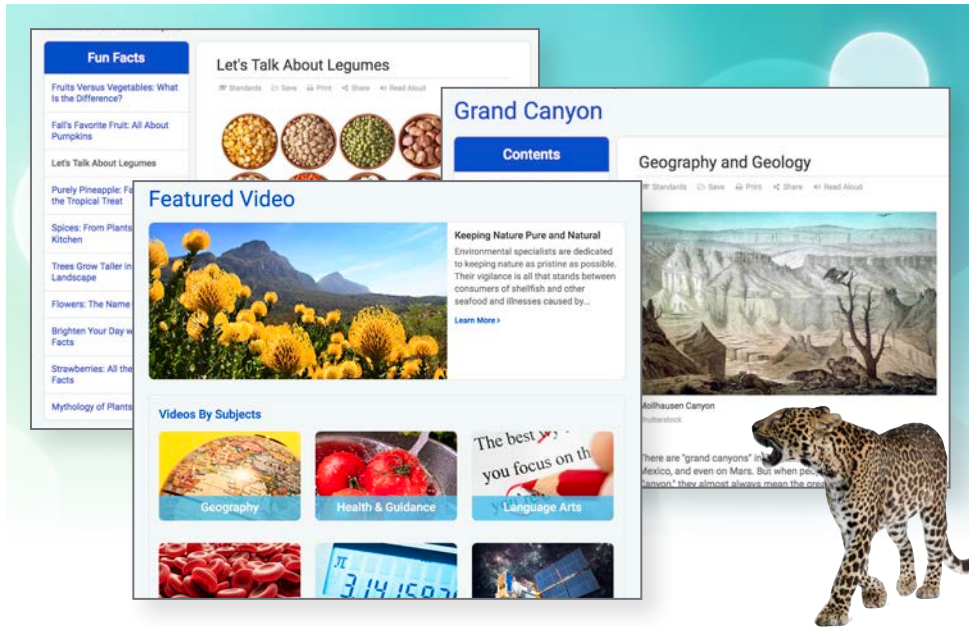
Teacher Resources, with **lesson plans** providing instructional support.

<u>Each lesson plan includes:</u>

★ Learning objectives, including an Essential Question teachers can use to introduce lessons

★ Important vocabulary—great for previewing terms to enhance comprehension of new topics

★ Ideas and themes summarizing the lesson for the teacher

★ Printable handouts, including links to lesson support materials, homework, or in-class work

★ Critical-thinking and assessment activities, including additional in-class and follow-up "after-reading" activities

<u>Additional Teacher Resources:</u>

★ Graphic organizers that help with any lesson

★ Outline maps

★ Printable handouts

★ Science diagrams

★ An interactive, SMART Board-friendly **Trivia Challenge** that can be used in class to enrich lessons or as an engaging introduction to new topics

Excellent resources for student reports and research:
engaging, fun entries on intermediate-level subjects, including online-only material and content from Infobase titles, with new content added regularly

Exclusive, age-appropriate content, including:

★ **Extensive, up-to-date articles**

★ **Videos** to support the content

★ **Games**—including interactive worksheets, "Test Your Knowledge" quizzes, crossword puzzles, word searches, and more—to challenge users in a fun way and provide opportunity for self assessment

★ **Science projects**, plus projects for students with disabilities

★ **Homework Help**, including writing, research, and math help; study tips; guides on using a dictionary, thesaurus, timeline, and map; videos; and more

★ **Fun Facts** articles, maps, flags, and more

Features:

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• Search Assist technology; age-appropriate search results

• Dynamic citations

• Read Aloud tool

• Google Translate

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• Searchable Support Center

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★ **"...an excellent reference source...Highly Recommended."**—LIBRARY MEDIA CONNECTION, STARRED REVIEW

"...enormously helpful...A well-conceived and well-designed geographical reference...strongly recommended..."—LIBRARY JOURNAL
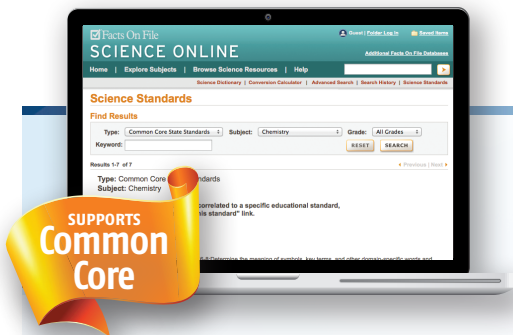
"...[a] rich resource...unique...It is easy to use and well worth the price... highly recommend[ed]..."—REFERENCE REVIEWS

The Definitive Resource for Studying the Geography and Cultures of the World

World Geography and Culture Online enhances the study of countries, places, peoples, and geography concepts and skills. This comprehensive reference site makes it easy to study all aspects of a country, with facts at a glance and in-depth coverage through country entries, maps, flags, images, statistics, news articles, a gazetteer, and more. In addition, comprehensive entries about the U.S. states are also available. Ideal for history and geography classrooms and projects as well as for general country and U.S. state research, this online resource features an easy-to-navigate interface, search and browse tools, and tabbed search results.

Highlights:

- **Country entries:** descriptions of more than 200 countries, with information on geography, people and culture, weather and climate, history, government, and society; maps and flags; facts and figures; images; and news articles
- **U.S. state profiles:** descriptions of all 50 states and Washington, D.C., with political, outline, elevation, and locator maps; city and geographical features maps; flags; facts and figures; government information; biographies; timelines; and images
- **Maps:** more than 1,300 easy-to-read political, elevation, and outline maps; regional geographic and thematic maps; city, state, and physical features maps; and more
- **Compare and rank tools:** tools that compare and rank countries or U.S. states by a variety of criteria
- **News articles,** updated regularly.

Features:

- Gazetteer
- Geography concepts and principles
- Maps, flags, and images
- Geography glossary
- Conversion calculator
- "Did You Mean...?" search feature
- Persistent record links
- Dynamic citations in MLA and CMS formats.

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The World Almanac® Online

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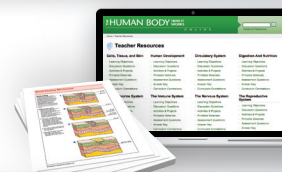An Easy and Affordable Way to Grow Your eBook Library!
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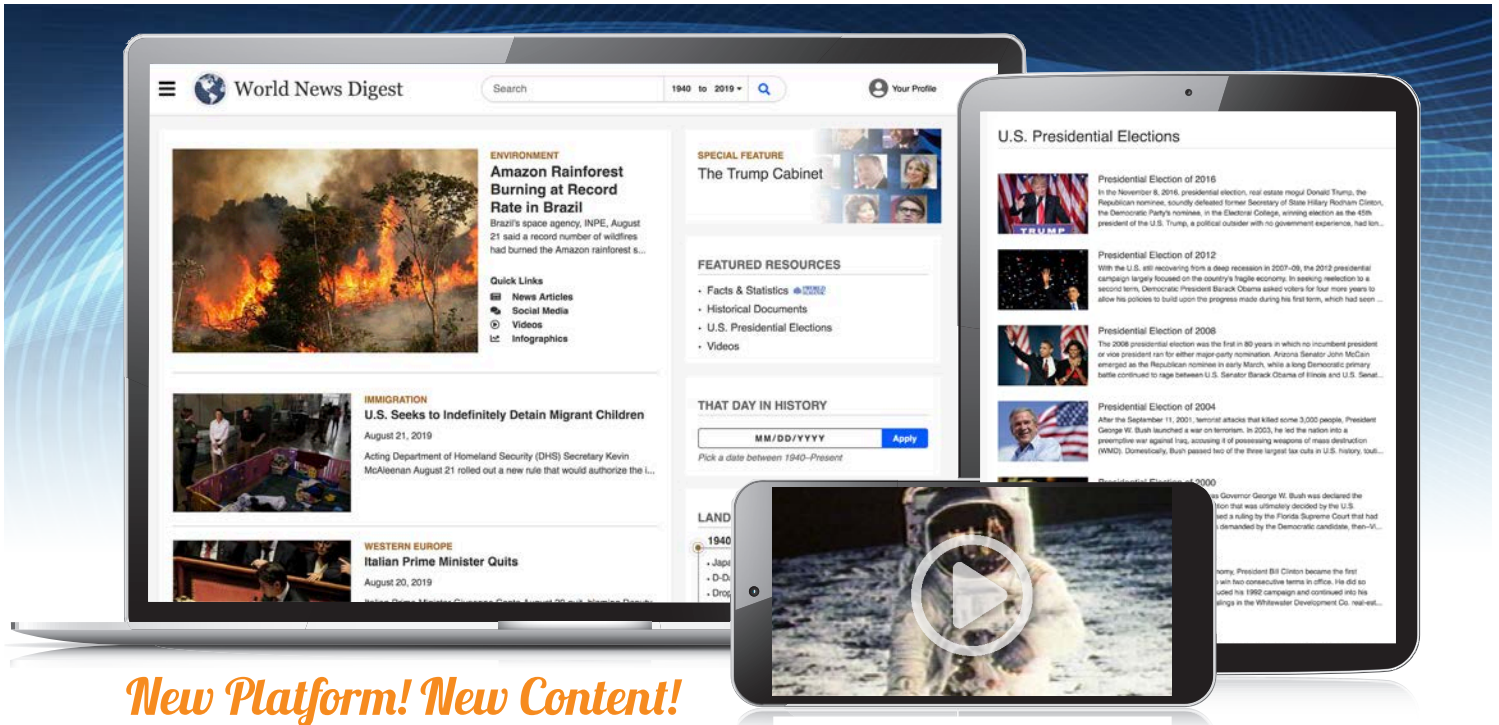Exclusive Streaming Video Content from Outstanding Producers!
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World News Digest

The Exclusive Archive of Articles Providing Context & Background to Today's News

World News Digest

HIGHLIGHTS AND FEATURES

↑ **Topic-based research support** promotes understanding of a topic by combining the latest news with key context and background

- **Exclusive, extensive coverage:** 300,000+ original articles from 1940 to today, featuring concise, clearly written news summaries that provide indispensable context and perspective on critical current events

- **Navigation by topic, landmark event, country, or person:** for a thematic, chronological, geographical, or biographical approach to recent history and events

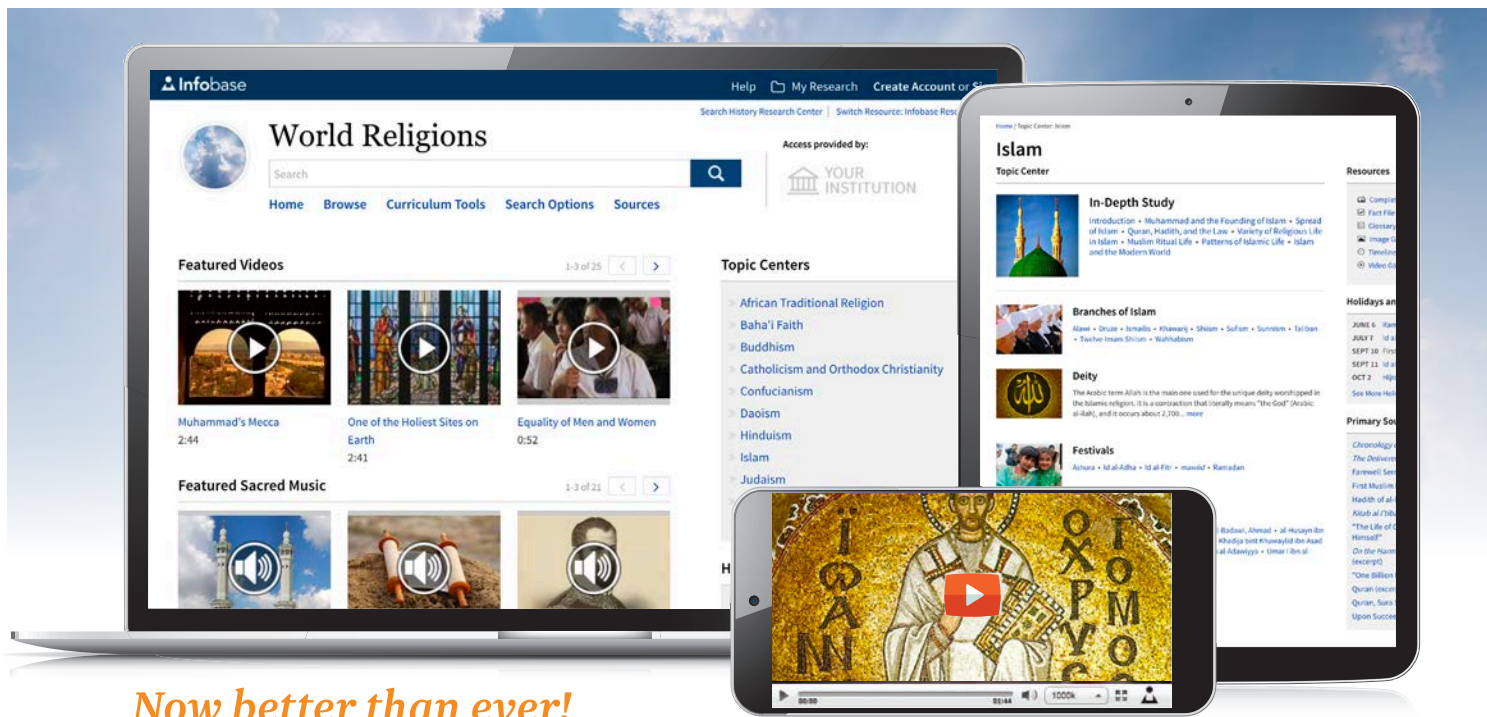- **Authoritative sources:** expertly researched and written content distilled from carefully selected sources to form the essential record of world events

- **Information in context:** political, economic, and cultural features that give a sense of time, place, and circumstance

- **"Forward in Time"** and **"Back in Time"** links for a complete chronological chain of events

- **Facts researchers can trust— no fake news!** Accurate, objective, and concise coverage of the most vital stories and issues

- **News Media Roundups:** spotlights timely, hot-button topics of the week, linking to editorially curated content including news articles, social media reaction, videos, editorial cartoons, and infographics

- **Background information for every country:** overviews of more than 200 nations and territories, with facts and statistics on each country's people, geography, economy, and more

- **Special Feature:** puts an important contemporary subject into historical context and organizes links to relevant material from the database so users can easily find the information they need

- **Videos:** a wealth of historical footage, filterable by decade

- **Landmark Events in History:** highlights key events by decade from the 1940s to the 2010s

- **Historical Documents:** features primary sources with introductory notes that provide context and background—perfect for strengthening critical-thinking skills

- **U.S. and international newspaper editorials:** adding broader context and perspective

- **U.S. Presidential Elections:** news articles, photographs, primary sources, and more for each presidential election from 1940 to 2016—plus, information on the 2020 election as it unfolds, starting in October 2019

- **Editorial cartoons and questions** engage students in critical thinking

- **That Day in History:** search a specific date for all the news that happened that day

- **Curriculum Tools:** writing and research tips for students and educators, emphasizing information literacy

- **Dynamic citations:** MLA and CMS formats, with APA guidelines

- **News headlines:** up-to-the-minute coverage with news articles from Reuters®

- Key background information, including Newsmaker Profiles, historical editorials, and obituaries

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- Google Translate and Read Aloud

- Searchable Support Center

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An Unbiased, Comprehensive Guide to the World's Major Religions & Spiritual Traditions

Now better than ever!

From the beginnings of human history, societies and cultures have established themselves around religious and spiritual practices. Religion has affected decisions personal and political, local and global, and continues to play an important role in the lives of individuals and in the cultures of nations. With a dynamic new design, new features, and expanded coverage, *World Religions* explores religion and spirituality in an objective manner, from the ceremonies of the first practitioners to the elaborate rituals of today.

Benefits and features

- Unbiased, objective coverage
- Offers research topics for courses in history, politics, ethics, classics, arts and culture, literature, and other global studies
- Promotes religious literacy and cross-cultural understanding, and encourages respect for the rights of others to religious liberty
- Authoritative scholarship—content you can trust
- Excellent source of primary source documents

World Religions Online

NEW!

HIGHLIGHTS AND FEATURES
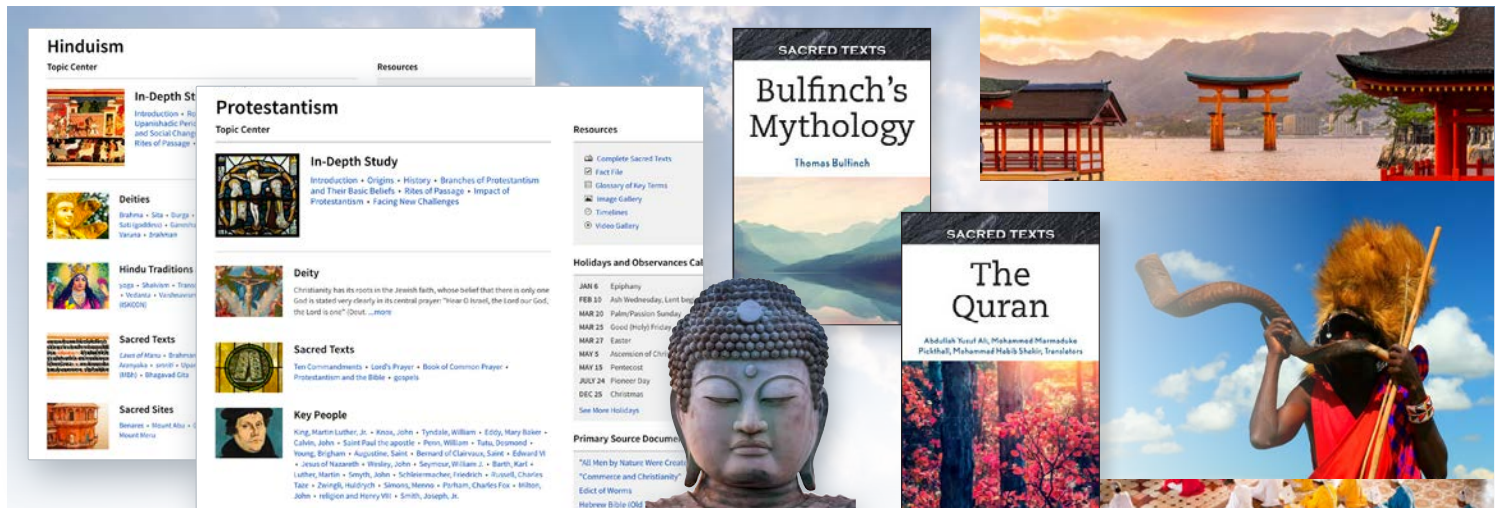
Editorially Curated Topic Centers: specially selected content on 15 living religions, with links to core essays, primary sources, complete sacred texts, fact files, terms, timelines, videos, and more. These comprehensive Topic Centers provide valuable study guides and entry points into the content.

Plus—

- **Authoritative Source List:** expertly researched, written, and edited by academics and specialists from leading departments of religious studies—content researchers can trust

- **Primary Sources:** hundreds of documents with introductions that provide context and background—perfect for strengthening critical-thinking skills

- **Holidays and Observances Calendar:** a boon for researchers and for educators planning topics for lectures

- **Videos, Images, and Original Maps and Charts** that bring to life spiritual traditions from around the world

- **Sacred Music:** audio and video clips of sacred music

- **Sacred Texts:** eBook shelf of 100 complete sacred texts from the world's major religions

- **Slideshows:** original, whiteboard-friendly slideshows offering a visual introduction to key topics and themes

- **Newsfeed:** real-time, relevant, searchable newsfeed from World-Wide Religious News®

- Usage and research tips for students and educators

- A detailed general timeline, plus religion-specific timelines

- List of sources and contributors to the database

- Dynamic citations in MLA, Chicago, and Harvard formats, with EasyBib export functionality

- Convenient A-to-Z topic lists

- Tag "clouds" for all content

- Read Aloud tool

- Google Translate

- Search Assist technology

- Ability for users to set preferences for default language, citation format, and number of search results

- Persistent record links

- Searchable Support Center with valuable help materials, how-to tips, tutorials, and live help chat

- Cross-searchable with any combination of the Infobase **History Research Center** databases to which your institution subscribes.

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The TOP 5 reasons your students need
World Religions Online

1 The Most Unequivocally Unbiased, Objective Coverage

Teaching about religion is not without controversy, yet there is a strong push to increase religious literacy. The Supreme Court has ruled that teaching about religion must be academic, objective, and inclusive and must deepen understanding about religious diversity; it cannot be devotional or exclusive. *World Religions* is completely unbiased and informational, delivering appropriate and trustworthy content.

2 Researchers Can Easily Compare World Religions

The exclusive, editorially curated Topic Centers in *World Religions* are structured identically, allowing for easy comparison of all living religions. This approach emphasizes diversity within and among religions across time, while also showing similarities and common ideologies. The at-a-glance Fact Files in each Topic Center are particularly useful for comparative analysis.

3 Supports History and Culture Courses

Religion plays a significant role in history and society, and *World Religions* complements history and global studies courses by teaching the historical context in which each religion was founded and in which it exists today.

4 Excellent Collection of Primary Source Documents

World Religions includes hundreds of historical documents with introductory paragraphs that provide context and background. In addition, an eBook shelf with complete sacred texts from the world's major religions is included—perfect for strengthening critical-thinking skills.

5 Authoritative Yet Accessible Scholarship—Content You Can Trust

Written by academics, with an impressive contributor list, *World Religions* includes a treasure trove of rich, valuable content. Articles (including more than 5,000 new articles on ancient religions/mythology and faith in America), videos, sacred music, a holidays and observances calendar, sacred texts, primary sources, original maps, and images allow students to delve deep into their topics. Much of the authoritative source list comes from Infobase's 76 years of reliable reference experience.

World Religions Online

NEW!

An Unbiased, Comprehensive Guide to the World's Major Religions & Spiritual Traditions

World Religions outshines the competition. Take a free trial today!

Content	World Religions Online	The Competition
Encyclopedia Entries	X	X
Academic Content	X	
Narrative Books	X	
Primary Source Documents	X	X
Complete Sacred Texts	X	
Slideshows	X	
Images	X	X
Maps *(Only ours are original!)*	X	X
Videos	X	X
Audio/Sacred Music	X	X
Religions Newsfeed	X	
Curriculum Resources	X	X
Holidays and Observances Calendar	X	
Topics A to Z	X	
Fact Files	X	
Timelines	X	

Plus, *World Religions* is fully cross-searchable with any combination of the Infobase **History Research Center** databases to which your institution subscribes!

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Writer's Reference Center
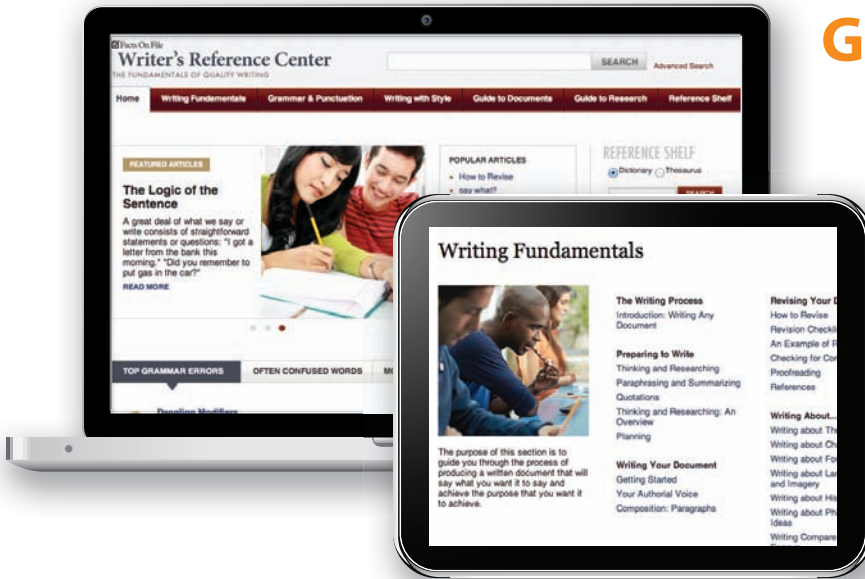
Great for SAT Prep!

Highlights and Features:

- **Writing fundamentals:** A conceptual and practical guide to the writing process

- **Writing references:** 92,000+ definitions from acclaimed thematic dictionaries, encyclopedias, and other reference books from Facts On File

- **Writing resources:** A wealth of essays covering grammar, style, research, and more, presented in an easy-to-use format, allowing users both to learn new concepts and to find answers to specific usage and style questions

- Specially selected features highlighting important topics for writers

- Convenient access to the dictionary and thesaurus from the home page

- Featured words and phrases helping writers expand their vocabulary and depth of understanding

- Quick-access tabs highlighting Top Grammar Errors, Often Confused Words, and Most Common Punctuation Mistakes

- Related Articles links for easy reference

- "Did You Mean…?" search feature

- Persistent record links

- Dynamic citations in MLA, Chicago, and APA formats.

★ "**Highly Recommended**."—LIBRARY MEDIA CONNECTION, STARRED REVIEW

"Both students and teachers will appreciate the ease of use and the wide variety of resources available…offers exactly what young writers need to become proficient and prolific in the craft, and **it deserves an A**."—SCHOOL LIBRARY JOURNAL

"**Recommended**."—BOOKLIST

All the Tools Necessary to Write and Research Effectively

Writer's Reference Center provides users with a convenient one-stop location for all of the tools necessary to write and research effectively. From the mechanics of writing and grammar to style and research, this indispensable online resource thoroughly covers the fundamentals of quality writing, provides a wealth of vocabulary-building dictionaries, and presents a step-by-step guide to writing a good essay. An in-depth grammar section defines grammatical terms and gives examples of use, while another section explores writing style. Writing resources teach users how best to revise their work, and the intuitive new design allows users to find relevant information quickly through customizable searches and browsing.

"This excellent collection of tools will be an invaluable asset for students."

—AMERICAN REFERENCE BOOKS ANNUAL

Issues & Controversies

Researchers' First Step toward Understanding Today's Most Important & Controversial Issues
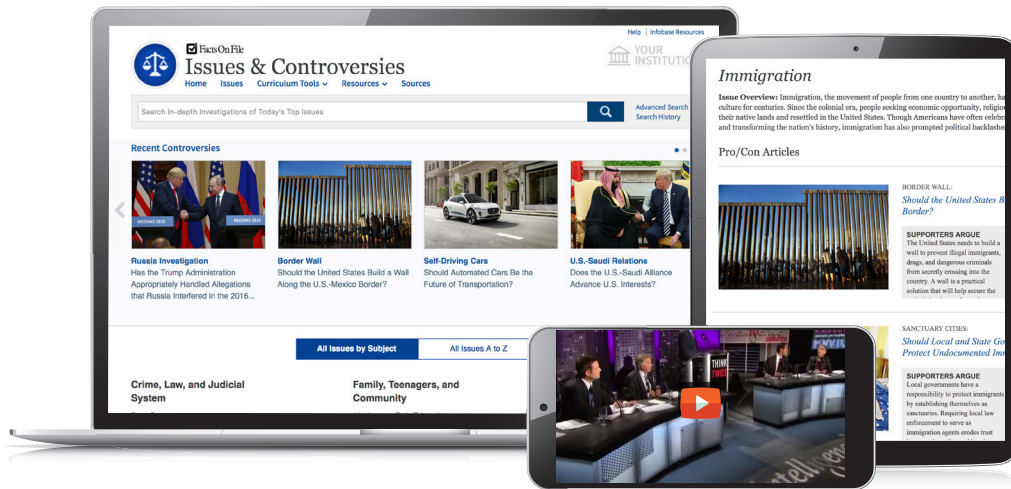
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Major Awards!

Provide your students with a unique tool for understanding today's crucial issues. Designed to inspire thought-provoking debates, each in-depth article presents both sides of an issue clearly and without bias. Updated weekly, this resource presents the key facts, arguments, history, and current context of today's most important issues—**an ideal resource for research papers, debate preparation, and persuasive writing assignments.**

Content Highlights:

- **Correlated** to Common Core, state, national, provincial, IB, national STEM, and Next Generation Science Standards

- **Extensive, objective, and comprehensive coverage:** timely, in-depth articles covering complex, hot-button issues

- **Pro and con statements:** main arguments focusing on each side of the controversy

- **Curriculum Tools:** promoting classroom use, with research and writing tools as well as activities for students and educators

- **Exclusive, original videos and educator support materials** enhancing selected issues, including overviews, learning objectives, printable handouts (such as self-assessments with answer keys), discussion questions, and much more

- **Compelling, authoritative, Oxford-style debate videos** from the renowned Intelligence Squared U.S. Debate Series, providing fresh perspectives from leading experts in a live format

- **Primary sources:** original documents with introductory paragraphs that provide context and background to the sources—perfect for document-based learning and strengthening critical-thinking skills

Tech & Learning
Award of Excellence
"Best Upgraded Products"

Tech & Learning
ISTE Best of Show Award

LMC/ARBA
Best in Reference Award
"Best Overall Reference"

LMC/ARBA
Best in Reference Award
"Best Electronic Reference"

The ComputED Gazette
Best Educational Software Award (BESSIES)
"High School Social Studies Database"

The ComputED Gazette
Education Software Review Award (EDDIES)
"High School Social Studies Database"

Library Journal
Best Database
"Best for High Schoolers"

SIIA CODiE Award Finalist
"Best Source for Reference or Education Resources"

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Issues & Controversies

Researchers' First Step toward Understanding Today's Most Important & Controversial Issues

Content Highlights (continued):

- **NPR audio:** editorially curated and selected National Public Radio audio recordings and podcasts—including episodes of NPR's *Fresh Air* and *On Point*—linked directly to specific articles to enhance context, understanding, and research; many also feature transcripts of the entire broadcast or selected highlights

- **Court cases:** original, searchable articles that summarize key court cases on major issues, each explaining the background of the case, the legal issues it raised, the court's decision, and its impact

- **Editorials:** thousands of editorials and opinions via NewsEdge from prominent newspapers and magazines worldwide and across the political spectrum—including the *New York Times*, *Wall Street Journal*, *Chicago Tribune*, *Los Angeles Times*, *Houston Chronicle*, *Toronto Star*, *Jerusalem Post*, *China Daily*, and *Atlantic*—providing a broader perspective on contemporary events and conflicts

- **Infographics:** tables and charts presenting crucial data on the issues for easy visualization of statistics

- **Rich related resources:** congressional testimony, infographics, speeches, reports, editorial cartoons, and more, along with discussion questions and activities, inspiring students to do their own critical thinking and analysis

- **Full coverage of each National High School Debate Topic:** comprehensive overview, with a series of in-depth articles on the key aspects of the annual debate topic

- **Bill of Rights in Debate:** deepening understanding the U.S. Constitution in contemporary life by linking articles and issues directly to constitutional rights

- **Searchable Reuters® newsfeed**, updated hourly

- **Issues from the headlines**, covering the most controversial issues of the 21st century, including capital punishment, drug legalization, energy and climate change, free trade and the economy, gun control, health care, immigration, racial profiling, and world poverty

- **Presidential elections and administrations:** comprehensive background articles on all presidential races since 1996—including articles about the candidates' views on campaign issues, party platforms, and excerpts from convention speeches—and the presidencies of Reagan, Clinton, Bush, and Obama

- **"By the Numbers,"** offering valuable statistical material

- **Thousands of links** to news stories, timelines, primary sources, and other resources, giving users context, insight, and perspective

- **Comprehensive chronologies** and overview articles

- **Background Encyclopedia content**

"…**could work particularly well in flipped classrooms** due to the wealth of topics for students to read and research before discussing…in class."—TECH & LEARNING

"…will provide students with the building blocks for forming their own opinions, leading to thoughtful research papers and debates. **The content and presentation are impressive**…will give the [competition] a run for its money…"—LIBRARY JOURNAL

"**There's no debate that this database deserves an A.**"
—SCHOOL LIBRARY JOURNAL

> **Supports 1:1 initiatives, flipped classrooms, blended instruction, and project-based learning**

Features Include:

- Easy-to-navigate format structured around today's most controversial issues

- Dynamic citations: MLA and Chicago formats, with EasyBib export functionality

- Google Translate and Read Aloud tool

- Download articles as PDFs

- Searchable support Center with live help chat

- Share content to Google Classroom

Issues & Controversies

Researchers' First Step toward Understanding Today's Most Important & Controversial Issues

WATCH A DEBATE

Islam Is Dominated by Radicals: A Debate

Start the Discussion with Original Videos and Educator Resources

DISCUSSION QUESTIONS

Environment: What, if anything, should be done about global warming and climate change by governments, individuals, and companies?

🖨 Print   ⟨ Share   ✎ Citation   🔊 Read Aloud   ⬚ Translate

1. Aside from possible natural causes, why do scientists believe that the current global warming trend began in the 19th century? What human events are correlated with increases in greenhouse gas emissions?

2. How do conservatives (mostly Republicans) and liberals (mostly Democrats) differ on the issue of global warming? How do their priorities differ regarding government energy policies and regulations?

LEARNING OBJECTIVES

Animal Rights: Do animals have inherent rights similar to the rights of humans? If so, how do these rights compare to human rights?

🖨 Print   ⟨ Share   ✎ Citation   🔊 Read Aloud   ⬚ Translate

As a result of this lesson, students will be able to:

The award-winning *Issues & Controversies* includes an array of valuable EDUCATOR RESOURCES and critical-thinking assets to enhance any lesson or debate prep.

- Thought-provoking, Oxford-style **debate videos from Intelligence Squared** include perspectives from leading authorities on both sides of an argument. Assign the full video for flipped classrooms or highlight specific points in class by using the predefined debate segments

intelligence² DEBATES

- Original **overview videos** introduce key issues in a clear and dynamic fashion and are perfect discussion starters

- **Printable handouts** can be downloaded as PDFs and include special activities, collaborative projects, and homework assignments

- **"Extend the Lesson" sections** pose counterfactual "What If?" questions that challenge students to think about the issues beyond the scope of the article

- **Discussion questions and self-assessments** with answer keys promote critical thinking and inspire further exploration of every topic

FactsOnFile

Issues & Controversies

Home   Issues   Curriculum Tools ⌄   Resources ⌄   Sources ⌄

Overview Videos

Abortion and Reproductive Rights | Animal Rights | Capital Punishment | Censorship and Freedom of Information

Decriminalizing Marijuana | DNA Evidence | Education Reform | Energy Policy

Environment | Food Safety | Gun Control | Health Care

Immigration | LGBT Rights | Media, Journalism, and News Coverage | Racial Profiling

Religion in Public Schools | Right to Die and Euthanasia | Smoking Bans and Tobacco | Stem Cell Research and Cloning

OVERVIEW VIDEOS

Selected hot-button issues feature overview videos to introduce the topic and **exclusive Educator Resources** to extend the lesson beyond the articles

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