

## **SWC# 315 Online Security Awareness Training Contract Information and Usage Instructions**

*\*NOTE: Always check the following website to ensure you are looking at the most recent usage instructions: <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/state-agencies-/statewide-contract-instruction--swc-.html>*

**Contract Period:** Two initial years with three annual renewal options;  
Start Date: October 25, 2021  
Current End Date: October 24, 2026  
Final End Date: October 24, 2026

**Summary/Background Information:** This contract provides off-the-shelf information technology security training courses and anti-phishing campaigns for Tennessee State governmental entities, Tennessee local governmental agencies, members of the University of Tennessee or Tennessee Board of Regents systems, any private nonprofit institution of higher education chartered in Tennessee, and certain 501(c)(3) nonprofit organizations which contract with the Department of Mental Health and Substance Abuse to provide services to the public.

### **State Contact Information**

#### **Contract Administrator:**

Michael Gross  
Category Specialist  
Central Procurement Office  
(615) 507-6227  
[michael.d.gross@tn.gov](mailto:michael.d.gross@tn.gov)

#### **Contractor Contact Information:**

Cengage Group, Inc.  
Edison Contract # NV72810

Kate Wiersma  
Client Success Manager  
608.515.5504 office  
[kate.wiersema@cengage.com](mailto:kate.wiersema@cengage.com)  
311 W. Washington Avenue  
Madison, WI 53703

Vincent Formanek  
Director, Client Success  
608.509.7599 office  
[vince.formanek@infosecinstitute.com](mailto:vince.formanek@infosecinstitute.com)  
311 W. Washington Avenue  
Madison, WI 53703

**State Agency Usage Instructions:**

1. Please contact Julie Schrank at Infosec Institute at (608) 515-5504 or email [Julie.schrank@infosecinstitute.com](mailto:Julie.schrank@infosecinstitute.com) for more information, quotes and to place orders.
2. Follow your normal requisition/purchase order process to complete the order. For information on how to create a requisition and/or purchase order please reference the CPO Job Aids on the following page: <https://www.teamtn.gov/cpo/learning-development/cpo-job-aids.html>

**Local Government Entity Instructions:**

1. Local Governments and other eligible entities are encouraged to use this contract.
2. Local entities should contact Julie Schrank at Infosec Institute at (608) 515-5504 or email [Julie.schrank@infosecinstitute.com](mailto:Julie.schrank@infosecinstitute.com) for more information, quotes and to place orders.
3. The State requires Infosec to report all sales to Local Government entities making use of the State contract.

**Access to Contract Documents Online:**

*The most current Contract Documents can be found at:*

[https://hub.edison.tn.gov/psp/paprd/SUPPLIER/ERP/c/TN\\_PUBLIC\\_SUPPLIER.TN\\_ACTIVE\\_SWC\\_CMP.GBL?Page=TN\\_ACTIVE\\_SWC&Action=U&ExactKeys=Y&TargetFrameName=None](https://hub.edison.tn.gov/psp/paprd/SUPPLIER/ERP/c/TN_PUBLIC_SUPPLIER.TN_ACTIVE_SWC_CMP.GBL?Page=TN_ACTIVE_SWC&Action=U&ExactKeys=Y&TargetFrameName=None)

The above link is to the list of Statewide Contracts. Look down the list until you find contract Statewide Contract Number 315 and click on the folder icon. Then click on the folder icon found under the column titled "Contract Documents" to find the relevant documentation.