



**Wolters Kluwer Financial Services, Inc.**  
6815 Saukview Dr.  
St Cloud, MN 56303,  
USA

**Order Number: 00005437**

**Representative**

Vito Catillo

**Email**

vito.catillo@wolterskluwer.com

**Phone**

(860) 936-0517

**ORDER INFORMATION**

**Date Generated:** 2/20/2025 9:32 AM

**Opportunity Number:** OPP-000071296

**Quote Number:** Q-25285

**Order Number:** 00005437

**CUSTOMER INFORMATION**

**Sold To Address**

City of Norman  
201 W Gray St Ste C  
Norman, Oklahoma  
73069 United States  
(405) 321-1600 (Phone)  
Shaakira calnick (Name)  
shaakira.calnick@normanok.gov  
(Email)

**Bill To Address**

City of Norman  
201 W Gray St Ste C  
Norman, Oklahoma 73069  
United States  
(405) 321-1600 (Phone)  
Shaakira calnick (Name)  
shaakira.calnick@normanok.gov  
(Email)

**Ship To Address**

City of Norman  
201 W Gray St Ste C  
Norman, Oklahoma 73069  
United States  
(405) 321-1600 (Phone)  
Shaakira calnick (Name)  
shaakira.calnick@normanok.gov  
(Email)

Order Number: 00005437

**ORDER ITEMS**

<b>Name</b>	<b>Quantity</b>	<b>Total Price</b>
2025 TeamMate+ Essentials Annual Subscription Gold Package	2.00	6,150.88
2025 TeamMate+ Audit Annual Subscription ESS		
2025 TeamMate Analytics Annual Subscription		
2025 TeamMate+ Audit Annual Subscription ESS HOSTING		
Foundation	1.00	15,630.00
eLearning TM Analytics	1.00	535.60
Expert on Demand - Hourly Rate	10.00	4,078.80

**Local Currency: USD Amount: 26,395.28****Order Amount: 26,395.28**

\*Applicable taxes are extra

\*\*Optional included in Pkg price

**CURRENT LICENSE COUNT**

<b>Product Name</b>	<b>Current Count</b>	<b>This Order Adds</b>
TeamGuide Pro Licenses:	0.0	0.0
TeamMate AM licenses:	0.0	0.0
TeamMate TMA licenses:	0.0	1.0
TeamMate+ Audit licenses:	0.0	2.0
TeamMate+ Controls licenses:	0.0	0.0
TM Public Sector Licenses:	0.0	0.0
TM+ API - Data Exch License:	0.0	0.0
TM+ API - Data Rptg Licenses:	0.0	0.0
TM+ Audit - Offline Licenses:	0.0	0.0
TeamMate+ IA licenses:	0.0	0.0

**TERMS and CONDITIONS**

**a. Agreement.** Except to the extent there already exists a written Agreement between Customer and Wolters Kluwer Financial Services, Inc., TeamMate is provided under the TeamMate Master Agreement, incorporated herein by reference and located at <https://www.wolterskluwer.com/en/solutions/teammate/msa>

(the "Agreement"). By executing this Order Form, Customer is hereby agreeing to be bound to the terms of the Agreement.

**b. Third Party Products.** To the extent that any third-party products are required for usage of the software licensed hereunder or the Services or other products set forth in this Order Form, Customer is exclusively responsible for such third-party products and for determining if needed. The foregoing sentence is applicable to the API functionality as well as all other software, Services and products ordered hereunder including, but not limited to, the licenses required for API connections when exchanging data or any other similar use or otherwise. Support offered as part of maintenance for API's is only available to provide troubleshooting to determine if there is a bug or other defect in the software. Support does not include API installation and implementation services or support. Should such services be necessary to correct issues with API's, such services must be contracted for individually and are not offered as part of standard maintenance.

**c. Term.** The initial Term of the Agreement begins on the Effective Date of this Order Form and continues for a period of three (3) years, subject to annual adjustments at the then current Fees, and subject to sufficient annual appropriations by Customer.

**d. Training.** End-User Training: For each session purchased, maximum class size is 20; for each virtual session purchased, maximum class size is 10. Champion Training: For each session purchased, maximum class size is 5.

**e. Expert on Demand (if applicable).** Expert on Demand provides access to TeamMate SMEs on an hourly basis when the Customer requests assistance. Expert on Demand services are available in one (1) hour increments with a minimum of (5) hours purchased, with rates determined by the WKFS hourly rate at the time of purchase. Fees are due upon purchase subject to the terms of the Agreement. Expert on Demand services must be scheduled in advance, subject to availability, and within twelve (12) months from the purchase date. Unused services at the conclusion of twelve (12) months and/or services cancelled within forty-eight (48) hours of scheduled performance are forfeited with no credit given.

**f. Cancellation.** Professional Services are subject to cancellation fees as follows: (i) \$700 per affected day if cancelled or rescheduled within fifteen (15) business days of scheduled performance; or (ii) \$1400 per affected day if cancelled or rescheduled within five (5) business days of scheduled performance.

**g. Additional Terms.** This Order Form may contain additional terms and conditions which are not consistent with the terms of the Agreement, and which are agreed to by the parties herein ("Additional Terms"). Acceptance of the Agreement will not be deemed to amend or supersede any such Additional Terms included herein, which shall be deemed to be incorporated into the Agreement by the parties. Any defined terms not defined in the Order Form, shall be as defined in the Agreement.

**h. Governing Law and Dispute Resolution.** It is the intent of the parties hereto to supersede section 17 of the Agreement and establish that the Agreement shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this Agreement shall be in the District Court of Cleveland County, Oklahoma, or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court. Further, if any dispute arises between the parties, the parties shall use their commercially reasonable best efforts to resolve the disputed matter. In the event the parties fail to resolve the dispute within fifteen (15) days after the referral of the dispute to them, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation. Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution of the dispute as allowed by applicable law and regulation, including but not limited to a trial in an applicable court of law. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

K-2425-110

Order Number: 00005437

**ADDITIONAL BUSINESS TERMS**

**SPECIAL BILLING INSTRUCTIONS (if any)**

Requested by:  
Wolters Kluwer Tax and Accounting Limited  
Phillip Newman  
Authorized Representative  
Phillip Newman Director of Sales, Americas  
Print Name and Title  
4/30/2025  
Effective Date (date signed by Licensor)

City of Norman

Authorized Representative (1)

Print Name and Title

Date Signed

Authorized Representative (2)

Print Name and Title

Date Signed

**TO BE PROVIDED BY CUSTOMER**

PO Required : \_\_\_\_\_

**FOR WK USE ONLY**

SAP#:

Initial Order:

APPROVED BY CITY OF NORMAN LEGAL DEPARTMENT  
BY [Signature] DATE 5/1/25

Tax Exempt: \_\_\_\_\_