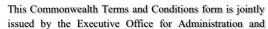
#### COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the <u>Standard Contract Form Instructions and Contractor Certifications</u>, the <u>Commonwealth Terms and Conditions for Human and Social Services</u> or the <u>Commonwealth IT Terms and Conditions</u> which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <a href="https://www.maccomptroller.org/forms">https://www.maccomptroller.org/forms</a>. Forms are also posted at OSD Forms: <a href="https://www.maccomptroller.org/forms">https://www.maccomptroller.org/forms</a>. Forms are also posted at OSD Forms: <a href="https://www.maccomptroller.org/forms">https://www.maccomptroller.org/forms</a>. Forms are also posted at OSD Forms: <a href="https://www.maccomptroller.org/forms">https://www.maccomptroller.org/forms</a>.

nttps://www.macomptroller.org/forms. Forms are also p	osted at OSD Forms: https://www.	mass.gov/iists/osu-iorms			
CONTRACTOR LEGAL NAME: Moodle US LLC (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Bunker Hill Community College MMARS Department Code:			
Legal Address: (W-9, W-4):8101 College Blvd Suite 100, Overland Park, KS 66210		Business Mailing Address: 250 New Rutherford Ave, Boston MA 02129			
Contract Manager: Don Hazelwood	Phone: 518-854-5104	·			
E-Mail: don.hazelwood@moodle	Fax:	Contract Manager: Grace Mah	Phone: 617-228-2181		
Contractor Vendor Code: VC		E-Mail: gmmah@bhcc.edu	Fax:		
Vendor Code Address ID (e.g. "AD001"): AD		MMARS Doc ID(s):	-		
(Note: The Address ID must be set up for EFT payments.)		RFR/Procurement or Other ID Number:			
NEW CONTRACT		X CONTRACT AMENDMENT			
PROCUREMENT OR EXCEPTION TYPE: (Check one option only)		Enter Current Contract End Date <i>Prior</i> to Amendment: 07/31, 20 24.			
Statewide Contract (OSD or an OSD-designated Department)		Enter <b>Amendment Amount</b> : \$\frac{62482}{}. (or "no change")			
Collective Purchase (Attach OSD approval, scope, budget)		AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.)			
Department Procurement (includes all Grants - 8  Notice or RFR, and Response or other procurement	15 CMR 2.00) (Solicitation ent supporting documentation)	Amendment to Date, Scope or Budget (Attach updated scope and budget)			
Emergency Contract (Attach justification for emer	gency, scope, budget)	Interim Contract (Attach justification for Interim Contract and updated scope/budget)			
Contract Employee (Attach Employment Status F Other Procurement Exception (Attach authorizing		Contract Employee (Attach any updates to scope or l			
specific exemption or earmark, and exception justif		Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)			
The Standard Contract Form Instructions and Con into this Contract and are legally binding: (Check Commonwealth IT Terms and Conditions	tractor Certifications and the fol DNE option): Commonwealth T	lowing Commonwealth Terms and Conditions documer erms and Condition Commonwealth Terms and Condition			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.  Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.)  Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or new total if Contract is being amended). \$62,482.92					
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days % PPD; Payment issued within 15 days % PPD; Payment issued within 20 days % PPD; Payment issued within 30 days % PPD. If PPD percentages are left blank, identify reason:agree to standard 45 day cycle statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.) BHCC PAYS THROUGH EFT PAYMENT ONLY					
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.)  2024–25 Moodle Renewal for BHCC					
	• • • • • • • • • • • • • • • • • • • •	actor certify for this Contract, or Contract Amendment, that	Contract obligations:		
		ations have been incurred prior to the Effective Date.			
		and <u>no</u> obligations have been incurred <u>prior</u> to the Effective			
. were incurred as of, 20, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.					
<b>CONTRACT END DATE</b> : Contract performance shall terminate as of 7/31, 20_25, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.					
Amendment has been executed by an authorized sig approvals. The Contractor certifies that they have according to the Standard Contract Form Instruction upon request to support compliance, and agrees that herein according to the following hierarchy of docume Instructions and Contractor Certifications, the Reque unacceptable, and additional negotiated terms, provide	natory of the Contractor, the Depa essed and reviewed all documents is and Contractor Certifications und all terms governing performance o ent precedence, the applicable Con st for Response (RFR) or other s ed that additional negotiated terms	"Effective Date" of this Contract or Amendment shall be intment, or a later Contract or Amendment Start Date specificorporated by reference as electronically published and the let the pains and penalties of perjury, and further agrees to perfit this Contract and doing business in Massachusetts are attended to the Contract and Conditions, this Standard Contract colicitation, the Contractor's Response (excluding any lang will take precedence over the relevant terms in the RFR army amended RFR or Response terms result in best value, I	ified above, subject to any required to Contractor makes all certifications provide any required documentation tached or incorporated by reference Form, the Standard Contract Form guage stricken by a Department as and the Contractor's Response only if		
AUTHORIZING SIGNATURE FOR THE CONTRACT		AUTHORIZING SIGNATURE FOR THE COMMONWE	ALTH:		
		X: John K. Pitcher (May 29, 2024 13:39 EDT) Date: UJ/29/2024			
(Signature and Date Must Be Handwritten	At Time of Signature)	Cinneture and Data Must De Handuwitten	At Time of Signature)		
Print Name:	<u>.</u>	Print Name: Vice President for Administration & Fin	 		
Print Title: .		Print Title: Vice President for Administration & Finance/CFO			

#### COMMONWEALTH TERMS AND CONDITIONS



Finance (ANF), the Office of the Comptroller (CTR) and the Operational Services Division (OSD) for use by all Commonwealth of Massachusetts ("State") Departments and Contractors. Any changes or electronic alterations by either the Department or the Contractor to the official version of this form, as jointly published by ANF, CTR and OSD, shall be void. Upon execution of the Standard Contract Form these Commonwealth Terms and Conditions will be incorporated by reference. Performance shall include services rendered, obligations due, costs incurred, commodities and deliverables provided and accepted by the Department, programs provided or other commitments authorized under a Contract. A deliverable shall include any tangible product to be delivered as an element of performance under a Contract. The Commonwealth is entitled to ownership and possession of all deliverables purchased or developed with State funds. Contract shall mean the Standard Contract Form issued jointly by ANF, CTR and OSD.

- 1. <u>Contract Effective Start Date.</u> Notwithstanding verbal or other representations by the parties, the effective start date of performance under a Contract shall be the later of the date the Contract was executed by an authorized signatory of the Contractor, the date the Contract was executed by an authorized signatory of the Department, the date specified in the Contract, or the date of any approvals required by law or regulation.
- 2. <u>Payments And Compensation.</u> The Contractor shall only be compensated for performance delivered and accepted by the Department in accordance with the specific terms and conditions of a Contract. All Contract payments are subject to appropriation pursuant to M.G.L. c. 29, § 26, or the availability of sufficient non-appropriated funds for the purposes of a Contract, and shall be subject to intercept pursuant to M.G.L. c. 7A, § 3 and 815 CMR 9.00. Overpayments shall be reimbursed by the Contractor or may be offset by the Department from future payments in accordance with state finance law. Acceptance by the Contractor of any payment or partial payment, without any written objection by the Contractor, shall in each instance operate as a release and discharge of the State from all claims, liabilities or other obligations relating to the performance of a Contract.
- 3. Contractor Payment Mechanism. All Contractors will be paid using the Comptroller's payment system unless a different payment mechanism is The Contractor shall timely submit invoices and supporting documentation as prescribed in a Contract. The Department shall review and return rejected invoices within fifteen (15) days of receipt with a written explanation for rejection. Payments shall be made in accordance with the bill paying policy issued by the Office of the Comptroller and 815 CMR 4.00, provided that payment periods listed in a Contract of less than forty-five (45) days from the date of receipt of an invoice shall be effective only to enable a Department to take advantage of early payment incentives and shall not subject any payment made within the forty-five (45) day period to a penalty. The Contractor Payroll System shall be used only for Individual Contractors who have been determined to be Contract Employees as a result of the Department's completion of an Internal Revenue Service SS-8 form in accordance with the Omnibus Budget Reconciliation Act (OBRA) 1990, and shall automatically process all state and federal mandated payroll, tax and retirement deductions.
- 4. <u>Contract Termination Or Suspension.</u> A Contract shall terminate on the date specified in a Contract, unless this date is properly amended in accordance with all applicable laws and regulations prior to this date, or unless terminated or suspended under this Section upon prior written notice to the Contractor. The Department may terminate a Contract without cause and without penalty, or may terminate or suspend a Contract if the Contractor breaches any material term or condition or fails to perform or fulfill any material obligation required by a Contract, or in the event of an elimination of an appropriation or availability of sufficient funds for the purposes of a Contract, or in the event of an unforeseen

public emergency mandating immediate Department action. Upon immediate notification to the other party, neither the Department nor the Contractor shall be deemed to be in breach for failure or delay in performance due to Acts of God or other causes factually beyond their control and without their fault or negligence. Subcontractor failure to perform or price increases due to market fluctuations or product availability will not be deemed factually beyond the Contractor's control.

- 5. <u>Written Notice</u>. Any notice shall be deemed delivered and received when submitted in writing in person or when delivered by any other appropriate method evidencing actual receipt by the Department or the Contractor. Any written notice of termination or suspension delivered to the Contractor shall state the effective date and period of the notice, the reasons for the termination or suspension, if applicable, any alleged breach or failure to perform, a reasonable period to cure any alleged breach or failure to perform, if applicable, and any instructions or restrictions concerning allowable activities, costs or expenditures by the Contractor during the notice period.
- **6.** <u>Confidentiality</u>. The Contractor shall comply with <u>M.G.L. c. 66A</u> if the Contractor becomes a "holder" of "personal data". The Contractor shall also protect the physical security and restrict any access to personal or other Department data in the Contractor's possession, or used by the Contractor in the performance of a Contract, which shall include, but is not limited to, the Department's public records, documents, files, software, equipment or systems.
- 7. Record-keeping And Retention, Inspection Of Records. The Contractor shall maintain records, books, files and other data as specified in a Contract and in such detail as shall properly substantiate claims for payment under a Contract, for a minimum retention period of six (6) years beginning on the first day after the final payment under a Contract, or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit or other inquiry involving a Contract. The Department shall have access, as well as any parties identified under Executive Order 195, during the Contractor's regular business hours and upon reasonable prior notice, to such records, including on-site reviews and reproduction of such records at a reasonable expense.
- 8. Assignment. The Contractor may not assign or delegate, in whole or in part, or otherwise transfer any liability, responsibility, obligation, duty or interest under a Contract, with the exception that the Contractor shall be authorized to assign present and prospective claims for money due to the Contractor pursuant to a Contract in accordance with M.G.L. c. 106, § 9-318. The Contractor must provide sufficient notice of assignment and supporting documentation to enable the Department to verify and implement the assignment. Payments to third party assignees will be processed as if such payments were being made directly to the Contractor and these payments will be subject to intercept, offset, counter claims or any other Department rights which are available to the Department or the State against the Contractor.
- 9. <u>Subcontracting By Contractor</u>. Any subcontract entered into by the Contractor for the purposes of fulfilling the obligations under a Contract must be in writing, authorized in advance by the Department and shall be consistent with and subject to the provisions of these Commonwealth Terms and Conditions and a Contract. Subcontracts will not relieve or discharge the Contractor from any duty, obligation, responsibility or liability arising under a Contract. The Department is entitled to copies of all subcontracts and shall not be bound by any provisions contained in a subcontract to which it is not a party.
- 10. Affirmative Action, Non-Discrimination In Hiring And Employment. The Contractor shall comply with all federal and state laws, rules and regulations promoting fair employment practices or prohibiting employment discrimination and unfair labor practices and shall not discriminate in the hiring of any applicant for employment nor shall any qualified employee be demoted, discharged or otherwise subject to discrimination in the tenure, position, promotional opportunities, wages, benefits or terms and conditions of their employment because of race, color, national origin, ancestry, age, sex, religion, disability,

#### COMMONWEALTH TERMS AND CONDITIONS

handicap, sexual orientation or for exercising any rights afforded by law. The Contractor commits to purchasing supplies and services from certified minority or women-

owned businesses, small businesses or businesses owned by socially or economically disadvantaged persons or persons with disabilities.

- 11. <u>Indemnification.</u> Unless otherwise exempted by law, the Contractor shall indemnify and hold harmless the State, including the Department, its agents, officers and employees against any and all claims, liabilities and costs for any personal injury or property damages, patent or copyright infringement or other damages that the State may sustain which arise out of or in connection with the Contractor's performance of a Contract, including but not limited to the negligence, reckless or intentional conduct of the Contractor, its agents, officers, employees or subcontractors. The Contractor shall at no time be considered an agent or representative of the Department or the State. After prompt notification of a claim by the State, the Contractor shall have an opportunity to participate in the defense of such claim and any negotiated settlement agreement or judgment. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph. Any indemnification of the Contractor shall be subject to appropriation and applicable law.
- 12. <u>Waivers.</u> Forbearance or indulgence in any form or manner by a party shall not be construed as a waiver, nor in any way limit the legal or equitable remedies available to that party. No waiver by either party of any default or breach shall constitute a waiver of any subsequent default or breach.
- 13. <u>Risk Of Loss.</u> The Contractor shall bear the risk of loss for any Contractor materials used for a Contract and for all deliverables, Department personal or other data which is in the possession of the Contractor or used by the Contractor in the performance of a Contract, until possession, ownership and full legal title to the deliverables are transferred to and accepted by the Department.
- 14. Forum. Choice of Law And Mediation. Any actions arising out of a Contract shall be governed by the laws of Massachusetts, and shall be brought and maintained in a state or federal court in Massachusetts which shall have exclusive jurisdiction thereof. The Department, with the approval of the Attorney General's Office, and the Contractor may agree to voluntary mediation through the Massachusetts Office of Dispute Resolution (MODR) of any Contract dispute and will share the costs of such mediation. No legal or equitable rights of the parties shall be limited by this Section.
- 15. Contract Boilerplate Interpretation, Severability, Conflicts With Law, Integration. Any amendment or attachment to any Contract which contains conflicting language or has the effect of a deleting, replacing or modifying any printed language of these Commonwealth Terms and Conditions, as officially published by ANF, CTR and OSD, shall be interpreted as superseded by the official printed language. If any provision of a Contract is found to be superseded by state or federal law or regulation, in whole or in part, then both parties shall be relieved of all obligations under that provision only to the extent necessary to comply with the superseding law; provided however, that the remaining provisions of the Contract, or portions thereof, shall be enforced to the fullest extent permitted by law. All amendments must be executed by the parties in accordance with Section 1 of these Commonwealth Terms and Conditions and filed with the original record copy of a Contract as prescribed by CTR. The printed language of the Standard Contract Form, as officially published by ANF, CTR and OSD, which incorporates by reference these Commonwealth Terms and Conditions, shall supersede any conflicting verbal or written agreements relating to the performance of a Contract, or attached thereto, including contract forms, purchase orders or invoices of the Contractor. The order of priority of documents to interpret a Contract shall be as follows: the printed language of the Commonwealth Terms and Conditions, the Standard Contract Form, the Department's Request for Response (RFR) solicitation document and the Contractor's Response to the RFR solicitation, excluding any language stricken by a Department as unacceptable and including any negotiated terms and conditions allowable pursuant to law or regulation.

IN WITNESS WHEREOF, the Contractor certifies under the pains and penalties of perjury that it shall comply with these Commonwealth Terms and Conditions for any applicable Contract executed with the Commonwealth as certified by their authorized signatory signing the Standard Contract Form.





# Moodle Renewal for Bunker Hill Community College

Account Manager: Hannah Oganeku

Please sign by: 06 / 01 / 2024



To: Bunker Hill Community College 250 New Rutherford Avenue, Boston, Massachusetts, 02129

("You", "Client" or "Customer")

From: Moodle US, LLC, of 8101 College Blvd, Suite 100 PMB1007, Overland Park, KS 66210

("Moodle", "We" or "Us")

Thank you for being a valued customer of Moodle. We truly appreciate your business and look forward to continuing to provide value to the Moodle services we provide to you and your team.

#### **Your Current Contracted Services**

- 1. We currently host Moodle Core version (4.1) for you under the URL https://online.bhcc.edu/.
- 2. We support you under our Standard Support package.

### **Site Maintenance**

- · Infrastructure support
- Infrastructure maintenance
- Site maintenance
  - OS updates
  - Improvements to infrastructure architecture over time
  - Stack updates for component such as PHP, Apache, and database software
  - Security updates[

# **Support Services**

- You will have a named client liaison (or named Account Manager as per your contract)
- Moodle employs a ticket based help desk system to allow our knowledgeable support team to respond to your needs as quickly as possible.
- Our support desk is currently staffed from 8am Eastern to 7pm Eastern M-F

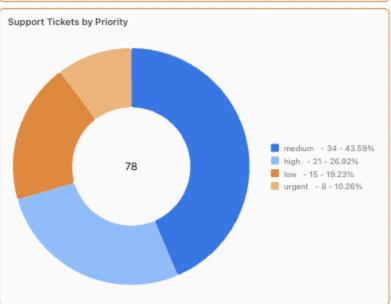
The following tables outlines your support usage in the prior 365 days along with Support Ticket Priority Response:

# **TOOCE** Bunker Hill: Support Analysis

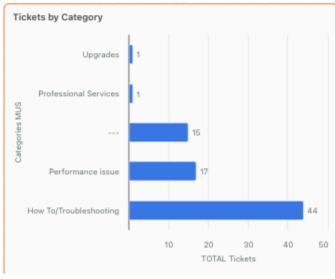


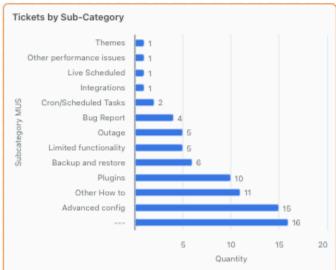
Maximum First response time in business hours
18h 27m 11s ▼ 68.79%













Priority	Description	Response Time
Critical - Site down	Mission Critical, application unavailable, non-responsive or unusable.	2 hours or less 24 hours a day, 7 days a week
Major	Components or features unavailable, no workaround possible. Downgraded user experience.	2 hours during regular business hours.
Moderate and Minor	Components or features unavailable, but workaround possible. Non-critical questions, inquiries and on-going projects.	24 hour response during normal business hours.

# **Site Backup and Restoration Policy**

- 30 daily backups: recover from nightly backup from any day within the past 30 days
- · 6 weekly backups: weekly backups provide an option to restore from a point beyond the daily backups
- 3 monthly backups: monthly backups allow for restore from a point extending back 3 months.
- Backup snapshots which do not fit into the above retention policy are purged (removed) periodically.

# **Recommendations from your Account Manager**

You are on Moodle Version 4.1! Nice work on keeping your site up to date. For information on future releases see the following resource: <a href="https://moodledev.io/general/releases">https://moodledev.io/general/releases</a>

The following chart outlines future releases, keep tabs on 4.5 LTS which releases in October of 2024!

Version	Release status	Initial release date	General support ends	Security support ends
4.1 (LTS)	Current security	28 November 2022	11 December 2023	8 December 2025
4.2	Current security	24 April 2023	22 April 2024	7 October 2024
4.3	Current stable	9 October 2023	7 October 2024	21 April 2025
4.4	Current stable	22 April 2024	21 April 2025	8 December 2025
4.5 (LTS)	Future release	7 October 2024	6 October 2025	6 October 2027



#### Savings and Price-Lock Opportunity

The price shown in the Agreed Terms reflects your rate for the proposed contract period, and we invoice you Annually. I can offer great discounts and price locks for multi-year contracts up to five years with a single invoice. Let me know if you would be interested and I can prepare mocks-ups!

Please note the prices offered in the Agreed Terms are subject to change in the event of modifications or adjustments to the services provided to you. We strive to offer the most competitive rates and ensure transparency in our pricing structure. We will communicate any such changes to you in a timely manner, allowing for open discussion and negotiation to reach a mutually beneficial solution. Our goal is to maintain a fair and sustainable pricing model that aligns with your evolving needs.

#### **Pricing Change**

We continue to make significant investments to enhance our services, resulting in improved performance, heightened security, and top-notch support. This is reflected in the price shown below in the Agreed Terms, which includes a modest increase for the upcoming contract period compared to the previous one.

#### **Summary**



I truly appreciate your continued business and thank you for giving us the opportunity to be your trusted partner with Moodle. Please contact me to adjust this proposal to fit your needs, discuss pricing, contract periods, or anything else.

Hannah Oganeku, Account Manager

518-854-5106 https://calendly.com/hannah-oganeku hannah.oganeku@moodle.com



## **Agreed Terms:**

Upon acceptance, the Parties (Moodle and You) agree that this Renewal SOW Quote will be incorporated into and form part of the Moodle US Master Services Agreement. The terms herein shall govern and form part of the contractual agreement formed between You and Moodle in conjunction with the terms of Your Master Services Agreement. All such terms shall govern Moodle's provision of, and Your use of, the Services outlined in this Renewal SOW.

The price offered below is subject to change in the event of modifications or adjustments to the services provided to you during the Dates of Service period. We strive to offer the most competitive rates and ensure transparency in our pricing structure. We will communicate any such changes to you in a timely manner, allowing for open discussion and negotiation to reach a mutually beneficial solution. Our goal is to maintain a fair and sustainable pricing model that aligns with your evolving needs.

Dates of Service: 07 / 01 / 2024 to 06 / 30 / 2025

Active users: All time: 67107

Past Year: 16500 Billing cycle: Annually

Terms: NET30

#### PLEASE NOTE: Accounts 30 days past due are subject to interruption of services.

Accounts which become 30 days past due are subject to an interruption of services. This can include placing your site in maintenance mode and/or only receiving critical service & security support.

Please contact us as soon as possible to arrange terms to prevent any interruption of services.

Price: \$62,482.92

Will you be using a Purchase Order?

Yes

# **Billing and Invoicing**



Rosa Varraso

**Assistant Comptroller** 

6172282425

apayable@bhcc.edu

# **Signature**

Organization: Bunker Hill Community College

Signature: John K. Pitcher

John K. Pitcher (May 29, 2024 13:39 EDT)

Printed Name: John K. Pitcher

Date: 05/29/2024

# BHCC Moodle Renewal 2024 25

Final Audit Report 2024-05-29

Created: 2024-05-29

By: BHCC Purchasing (purchasedoc@bhcc.edu)

Status: Signed

Transaction ID: CBJCHBCAABAAYj00cOu4xbD-5eB8l3UEqHqTAaPQQstg

# "BHCC Moodle Renewal 2024 25" History

Document created by BHCC Purchasing (purchasedoc@bhcc.edu) 2024-05-29 - 3:29:05 PM GMT- IP address: 74.104.166.31

Document emailed to jkpitcher@bhcc.edu for signature 2024-05-29 - 3:30:56 PM GMT

Email viewed by jkpitcher@bhcc.edu

2024-05-29 - 3:35:48 PM GMT- IP address: 104.28.39.131

Signer jkpitcher@bhcc.edu entered name at signing as John K. Pitcher 2024-05-29 - 5:39:40 PM GMT- IP address: 50.205.228.2

Document e-signed by John K. Pitcher (jkpitcher@bhcc.edu)

Signature Date: 2024-05-29 - 5:39:42 PM GMT - Time Source: server- IP address: 50.205.228.2

Agreement completed. 2024-05-29 - 5:39:42 PM GMT

