

**Central Workforce Development Board
And
Central Ozarks Private Industry Council**

PY'23 Subrecipient Agreement

THIS AGREEMENT (hereinafter "Agreement") is entered into on the date of the last signatory as noted on the signature page, between the Central Workforce Development Board, (hereinafter "CWDB") and the Central Ozarks Private Industry Council (hereinafter "Subrecipient"). In consideration of those mutual undertakings and covenants, the parties agree as follows:

1. Term

The period of performance under this Agreement shall be from July 1, 2023 to June 30, 2024. Notices of Obligation (NOO) shall be issued for each project covered under this Agreement. The Scope of Work (as applicable) and period of performance for each project shall be included with the NOO. All funding associated with this Agreement is intended to support the Workforce Innovation and Opportunity Act (WIOA), 29 U.S.C. 3101 (2), the Wagner-Peyser Act, and apprenticeship-related grants issued to OWD by the United States Department of Labor (USDOL). WIOA supports the alignment of workforce investment, education, and economic development systems in support of a comprehensive, accessible, and high-quality workforce development system in the United States. The Wagner-Peyser Act of 1933, as amended by Title III of the WIOA, establishes a nationwide system of public employment offices, known as the Employment Service. The Employment Service seeks to improve the functioning of the nation's labor markets by bringing together individuals seeking employment with employers seeking workers. Apprenticeship grants issued by the USDOL, Employment and Training Administration (ETA) aim to connect career seekers, employers, and education partners with apprenticeship resources and opportunities.

This Agreement applies to funds appropriated under the Departments of Labor, Health and Human Services, Education, and Related Agencies Appropriations Act, 2023 (Pub. L. 117-328). NOOs covered under this Agreement shall not bind nor purport to bind the CWDB for any contractual commitment in excess of the original Agreement period. Any decision regarding the desire, need, or ability to renew NOOs covered under this Agreement for any extended period of time rests solely with CWDB. If such renewal is deemed desirable by CWDB, such renewal may be executed with Board approval for a one-year period (July 1 – June 30) or a portion thereof. In the event that NOOs covered under this Agreement are renewed, all terms, conditions, and provisions of the original Agreement or as amended, shall remain the same and apply during the renewal period unless otherwise agreed to in writing.

CWDB reserves the right to make revisions at any time based on guidance from OWD, the Department of Labor (DOL) and/or Uniform Guidance (UG).

2. Operational Definitions

The following words and terms, as used in this chapter, shall be deemed to have the meanings hereinafter specified. These are for the purposes of using and understanding this Agreement and are not legal definitions.

CLEO: Chief Local Elected Official

Committed Costs: accrued expenditures through the reporting period, plus staffing and operational costs not yet recognized, but required for uninterrupted services through the program

year. This may include funds set-aside for participant costs.

Countable Service: a staff assisted service that triggers participation into any federal workforce development program

Customer: any individual, organization, or business entity utilizing the services of any federal workforce development program

Enrollment: when an individual is determined eligible for any federal workforce development program and is delivered a countable service

Federal Fiscal Year: October 1 through September 30

Federal Level Lagging Indicators: federally negotiated performance measures including credential attainment, median earnings, employment, and measurable skills gain

Formula Funds: funds allocated to each region prescribed by federal regulations for WIOA Adult, Dislocated Worker, and Youth programs

Impact Measures: measures of performance used to identify successful outcomes of Job Centers and subrecipients

Non-formula Funds: funds reserved to carry out statewide activities or any other funds that are not formula

Obligated Costs: the amount of subrecipient awards, goods and services, and/or orders placed to meet the responsibilities of contractual terms covered by the period of this agreement

Operational Cost: most staffing and other nonparticipant costs for WIOA Adult and Dislocated Worker including program salaries, fringe benefits, program other staff costs, and indirect program costs

Participant Cost: funding benefit, expended on behalf of any enrolled customer, for a federal workforce development program; NOT funding related to delivering a service to a customer

Program Year: July 1 through June 30 of each year for Adult and DW, April 1 through June 30 of the following year for Youth.

Self-Service: a service completed by a customer without state, local workforce development board, or subrecipient staff assistance

State Fiscal Year: July 1 through June 30 of each year

State Level Leading Indicators: statewide performance measures of WIOA Basic Career Service enrollments and Wagner-Peyser enrollments

Stop Gap Funding: is when a region spends/commits at least 90% of their current formula funds, they can request funds to “stop the gap” until next funding is available

Subrecipient: an entity or organization that receives a sub-award from a pass through entity to carry out any portion of a federal program

WIOA Basic Career Services: standard of measure for baseline performance goals and related incentives; as defined in 20 CFR 678.430 (for full list of services refer to WIOA Law located at <https://ecfr.federalregister.gov/current/title-20/chapter-V/part-678>)

WIOA Training Enrollment: standard of performance goals and related incentives; as defined in 20 CFR 680.200 <https://www.ecfr.gov/current/title-20/chapter-V/part-680>.

3. **Modifications**

Modifications to the NOOs covered under this Agreement shall be transmitted to the Subrecipient and shall be assigned a consecutive identifying number by CWDB. The modifications will require two (2) party signatures and will become fully effective ten (10) calendar days following the date of the modification unless notified of rejection by the Subrecipient. Modifications to the NOO may include adjustments as increases or decreases to current obligated amounts and/or additional new funding for new project Scopes of Work included in the NOO.

The Assistance Listings number assigned to specific federal financial assistance funding sources shall be listed in the NOO as well as within the Department of Higher Education and Workforce Development's (DHEWD's) Financial Reporting System (FRS).

4. **Payment and Reporting Requirements**

The Subrecipient must comply with the following payment and reporting procedures:

- (a) The Subrecipient must comply with the terms and conditions concerning closeout of the sub-award in 2 CFR 200.344, Closeout, with the exception that after the period of performance is complete, the Subrecipient will have one (1) CPR cycle. All CPRs that have cumulative expenditures and cash drawn will be fully reported in CWDB monthly reportings.
- (b) The Subrecipient assures that it shall establish in accordance with WIOA (Pub. L. 113-128, as amended) Section 184, fiscal control and fund accounting procedures that may be necessary to ensure the proper disbursement of and accounting for funds made available by this Agreement.
- (c) The Subrecipient must submit any other such financial and statistical reports CWDB may require within the timelines prescribed.
- (d) The Subrecipient must maintain a participant tracking and data system that will provide reports required by the OWD and CWDB. Missouri's participant tracking and data system allows for the tracking of individuals funded in this Agreement. This system must be utilized as the primary tracking system. Required data/reports must be verifiable and accessible to OWD and CWDB for monitoring, reporting, auditing, and evaluation purposes. All data in Missouri's participant tracking and data system will serve as the official "data of record".
- (e) The Subrecipient must maintain required data/records on each participant with sufficient detail to demonstrate compliance with eligibility and reporting criteria set forth by OWD policy issuances.
- (f) Payment is contingent upon continued availability of funding and/or ability to request cash.

5. **Funds**

WIOA funds provided under this Agreement must be expended in accordance with all applicable federal/state statutes, regulations and guidance, including those of WIOA

(Pub. L. 113-128 [29 U.S.C. 3101 et seq.]) as presently in effect and as may become effective during the terms of this Agreement. If at least eighty (80%) percent of funds are not obligated during a program year, such funds are subject to re-allotment pursuant to 2 CFR 683.130.

The prior approval requirement for WIOA and apprenticeship grant participant support costs shall be waived when supportive services are expressly authorized by a program statute, regulation, or Funding Opportunity Announcement (FOA), as described in 2 CFR 200.456. Costs must still meet the basic considerations at 2 CFR 200.402 – 200.411.

6. Audit Requirements

The Subrecipient must have a single or program-specific audit conducted in accordance with provisions of 2 CFR Part 200, Subpart F, et al., Audit Requirements. The audit(s) shall be due to CWDB no later than nine (9) months after the fiscal year end or within thirty (30) days of receipt, whichever is sooner.

- (a) In accordance with the provisions of 2 CFR Part 200, Subpart F, et al., Audit Requirements, the subrecipient must consider all sources of federal awards, including federal resources received from OWD, in determining the federal awards expended in its fiscal year.
- (b) In the event the Subrecipient is required to obtain an audit pursuant to 2 CFR Part 200, Subpart F, et al., Audit Requirements, the Subrecipient must submit the reporting package to the Federal Audit Clearinghouse (FAC) as required by 2 CFR 200.512, Report Submission and notify CWDB upon acceptance by the FAC. The Subrecipient shall notify CWDB in the event the Subrecipient is not required to obtain and submit a single audit.
- (c) The subrecipient must cooperate with CWDB in resolving questions that CWDB may have concerning the auditor's report and plan for corrective action(s) pursuant to 2 CFR 200.521, Management Decisions.
- (d) Training In the event of late audit submissions, CWDB reserves the right to take immediate action, up to and including, placing Subrecipient in "high risk status" or substantial violation and withholding cash and other financial actions as delineated in WIOA Section 184, until compliance is reached.

7.

The Subrecipient shall be responsible for ensuring all staff performing duties under this Agreement participate in training relevant to the programs and job functions they perform. It is the responsibility of the Subrecipient to provide training, on-going technical assistance, and maintaining documentation of training/technical assistance. The Subrecipient shall comply with the following staff training requirements:

- (a) The Subrecipient agrees to ensure all relevant staff participate in any OWD and CWDB required training.
- (b) New staff will not receive access to the State's statewide electronic case management system until they have completed Technical Training.
- (c) If Subrecipient does not meet program performance or has monitoring findings, the subrecipient shall ensure that all staff performing the duties or

monitoring the program(s) in default are provided the level of training needed to ensure performance is met and/or findings are corrected

8. Expenditure Requirements

As a condition of receipt of the WIOA funds described herein, Subrecipient agrees to adhere to the agreed upon budget provided by the CWDB.

9. Cancellation or Termination

CWDB and Subrecipient agree to the following cancellation provisions:

- (a) CWDB may cancel this Agreement for noncompliance with any requirement of WIOA, Wagner- Peyser, apprenticeship grants or the regulations promulgated under such, noncompliance with the requirements of any other applicable law, or the withdrawal of the Award Recipient/Local Area Award Subrecipient/Fiscal Agent designation (as appropriate) by the LWDB or the CLEOs, by giving written notice to the Subrecipient of such termination and specifying the effective date thereof. In the event of such cancellation, the Subrecipient will be paid to the date of cancellation for such work as has been properly performed hereunder, as determined by CWDB.
- (b) If the Subrecipient fails to perform under this Agreement or fails to make sufficient progress so as to endanger performance, CWDB may cancel this Agreement, in whole or in part, upon thirty (30) calendar days written notice to the Subrecipient. In the event of such cancellation, the Subrecipient will be paid to the date of cancellation for such work as has been properly performed hereunder, as determined by CWDB.
- (c) Either party may, at their option, cancel this Agreement without penalty upon thirty (30) calendar days written notice. In such event, the Subrecipient shall receive full payment for services reported in accordance with Section 6 prior to such termination. However, in no event shall any said payment exceed the obligated amount for said services.
- (d) If any term, covenant, or condition of this Agreement shall be determined judicially to be illegal, invalid, or unenforceable, the remaining terms, covenants, and conditions of this Agreement are severable and shall not be affected thereby and each term, covenant, or condition of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

In the event of any inconsistency between the terms and conditions of this Agreement and other requirements which conflict with Federal guidance, the Federal terms and conditions shall take precedence.

10. Compliance

- (a) The Subrecipient must use its own documented procurement procedures which reflect applicable State and local laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified in 2 CFR 200.318, General Procurement Standards.
- (b) The Subrecipient assures that it shall expend funds provided by this Agreement in accordance with the WIOA and final regulations; United States Department of Labor (USDOL) and the Department of Higher Education and

Workforce Development (DHEWD), Office of Workforce Development (OWD) guidance, issuances, <https://jobs.mo.gov/dwdissuances>, rules, regulations, policies and procedures, manuals, and desk aids; and all other applicable federal, state, or local laws.

- (c) The Subrecipient must follow requirements outlined in the current OWD Financial Manual. <https://jobs.mo.gov/dwdadmin>
- (d) The Subrecipient must maintain its own local policies and procedures as required by the CWDB local plan, the required written CWDB policies, and uniform guidance as amended.
- (e) The Subrecipient shall provide and perform the services as specified in the project Scope of Work (as applicable), as approved by CWDB.
- (f) The Subrecipient must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards applicable to their organization as codified at 2 CFR Part 200, et al, and 2 CFR Part 2900, DOL Exceptions to 2 CFR Part 200.
- (g) The Subrecipient assures that it shall comply with requirements of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, as amended), and the Americans with Disabilities Act Amendments Act of 2008 (Pub Law 110-325) and associated Code of Federal Regulations as applicable to the entity directly or indirectly as recipients of contracted funds from the State of Missouri.
- (h) The Subrecipient assures that it shall comply with USDOL Training and Guidance Letter (TEGL) 37-14, Update on Complying with Nondiscrimination Requirements: Discrimination Based on Gender Identity, Gender Expression and Sex Stereotyping are Prohibited Forms of Sex Discrimination in the Workforce Development System (May 29, 2015), which prohibits discrimination based on gender identity, gender expression, and sex stereotyping. Training and Employment Guidance Letter 37-14 is available at https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=3902.
- (i) The Subrecipient agrees to comply with the Conflict of Interest provisions of 2 CFR 200.112 and of section 679.430 of WIOA, as well as OWD Issuances 19-2016 and 15-2019, as amended.
- (j) The Subrecipient shall comply with 2 CFR 200.113, Mandatory Disclosures. The Subrecipient must disclose, in a timely manner, in writing to CWDB all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338, Remedies for Noncompliance, including suspension or debarment. (See also 2 CFR Part 180, OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non-procurement), and 31 U.S.C. 3321, Disbursing Authority in the Executive Branch).
- (k) The Subrecipient is required to and hereby agree and consent to, use the statewide case management system in accordance with OWD policy herein incorporated by reference. Further, all Subrecipients are required to and hereby

agree to and consent to collect and provide data regarding their services and clients in the manner, form and frequency prescribed by OWD.

- (l) Any information technology related products or services purchased, used, or maintained through this Agreement must be compatible with the principles and goals contained in the Electronic and Information Technology Accessibility Standards adopted by the Architectural and Transportation Barriers Compliance Board under Section 508 of the Federal Rehabilitation Act of 1973 (29 USC 794d), as amended. The Federal Electronic and Information technology Accessibility Standards can be found at: <http://www.access-board.gov/508.htm>.
- (m) The Subrecipient must register in the System for Award Management (SAM) database at <https://sam.gov/SAM/>, and failure to maintain an active registration during the pendency of the Annual Agreement may result in withholding cash and future agreements. In order to register in SAM, a valid Dun and Bradstreet Data Universal Numbering System (DUNS) Number is required. See <https://www.dnb.com>.
- (n) The Subrecipient must adhere to the most recent grant terms and conditions as applicable to the NOO. DOL standard grant terms and conditions are incorporated herein by reference and can be found at: [Grant TCL 2023 FINAL ETL 4.24.23.pdf \(dol.gov\)](#).
- (o) The Subrecipient assures that if it is receiving WIOA funds it shall provide services through the Central Workforce Development Board Local Plan that is consistent with the WIOA Missouri Combined State Plan (or as modified).
- (p) Pursuant to 2 CFR 683.100 et. Seq., the Subrecipient must assure that it shall not expend funds provided under WIOA for those activities identified as prohibited.
- (q) The Subrecipient assures that it shall comply with the confidentiality requirements of WIOA Section 116(i)(3), Performance Accountability System, Fiscal and Management Accountability Information Systems, Confidentiality, and 2 CFR 200.303(e), Internal Controls, as applicable to the funding stream identified in the corresponding NOO.
- (r) The Subrecipient assures that it shall not use funds received under WIOA to displace any currently employed employee or previously laid off employee from the same or substantially equivalent job in accordance with WIOA Section 181(b)(2)(A), Requirements and Restrictions, Labor Standards, Displacement, Prohibition.
- (s) The Subrecipient assures that it shall not use funds received under WIOA to assist, promote, or deter union organizing in accordance with WIOA Section 181(b)(7), Requirements and Restrictions, Labor Standards, No Impact on Union Organizing.
- (t) The Subrecipient assures that it shall minimally monitor quarterly and resolve monitoring findings of subrecipients receiving funds under this Agreement. A monitoring report must be issued to subrecipients annually. Such monitoring shall be done in accordance with WIOA Section 184(a)(4), Fiscal Controls;

Sanctions, Establishment of Fiscal Controls by States, Monitoring, 2 CFR 200.329, Monitoring and Reporting Program Performance, and 2 CFR 200.332, Requirements for Pass-through Entities, and additional requirements as issued by OWD including the Sub-state Monitoring Policy.

- (u) OWD, CWDB, the State Auditor's Office, USDOL, the Comptroller General of the United States, and any of these agencies' designated representatives at any time during normal business hours and as often as deemed necessary shall have the right to monitor or audit activities and review, copy, make excerpts or transcripts of any or all books and records (including computer records), reports, correspondence, forms, contracts, invoices, materials, payrolls, records of personnel, files or other such documentation at any Subrecipient site, or Subrecipient's subrecipient site, for which funds have been provided under the Annual Agreement. This right also includes timely and reasonable access to personnel of the Subrecipient, its subrecipients, and contractors, for the purpose of interviews and discussions related to such documents. The monitoring function may be implemented through internal evaluation procedures, the examination of program data, special analysis, on-site review, or any other procedure OWD and/or the above mentioned agencies deem necessary and appropriate.
- (v) No funds provided under this Agreement shall be used for foreign travel.
- (w) The Subrecipient shall provide responses to monitoring issues within the time required by CWDB or be subject to additional terms and conditions as allowed by uniform guidance up to and including withholding payments.
- (x) To the extent allowed by law, the Subrecipient shall proceed and save CWDB herein harmless from any and all loss, claims, expenses, action, causes of actions, cost, damages, and obligations, final or otherwise, arising from any and all acts of the Subrecipient, its agents, employees, licensees, WIOA participants, or invitees that result in injury to property or loss to CWDB, arising from performance of this Agreement, as those injuries, damages, or losses relate to any person, corporation, partnership, or any other entity.

To the fullest extent not prohibited by law, the Subrecipient shall indemnify and hold harmless the CWDB, its officers, agents, county commissioners, and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising by reason of any act or failure to act, negligent or otherwise, of the Subrecipient, of anyone directly or indirectly employed by or otherwise working for the Subrecipient, or of anyone for whose acts the Subrecipient may be liable, in connection with the Award activities. This provision does not, however, require Subrecipient to indemnify, hold harmless, or defend the CWDB from their own negligence. The indemnification set forth herein is a continuing obligation and survives the expiration or termination of this Agreement. It is not necessary for a Party to incur expense or make payment before enforcing a right of indemnity conferred by this Agreement.

- (y) The Subrecipient assumes full liability for the actions of itself and all its subrecipients for all expenditures determined by OWD and/or CWDB to be

disallowed. The Subrecipient further agrees to repay from non-federal sources all expenditures determined by OWD and/or CWDB to be disallowed.

Such paragraph is not intended and shall not relieve the Chief Local Elected Official(s) (CLEO) of the Local Workforce Development Area (LWDA) of liability for any additional funding provided for services herein to the LWDA entity identified by the LWDA plan and as provided by WIOA 107(d)(12)(B)(i), Local Workforce Development Boards, Functions of the Local Board, Budget and Administration. The CLEO in a local area shall serve as the local Award recipient for, and shall be liable for any misuse of funds allocated to the local area under WIOA sections 128 and 133, unless the CLEO reaches an agreement with the Governor for the Governor to act as the local Award recipient and bear such liability.

- (z) The Subrecipient assures that it shall comply with 285.530 RSMo, "Employment of unauthorized aliens prohibited—federal work authorization program, requirements for participation in—liability of contractors and subcontractors."
- Pursuant to section 285.530.2 RSMo, the Subrecipient shall maintain enrollment and participation in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the contracted services included herein.
 - Pursuant to Section 285.530.1, RSMo, neither the Subrecipient nor any subcontractor shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri. In accordance with Section 285.530.5, RSMo, a general contractor or subcontractor of any tier shall not be liable under Sections 285.525 to 285.550, RSMo when such contractor or subcontractor contracts with its direct subcontractor who violates subsection 1 of Section 285.530, RSMo, if the contract binding the contractor and subcontractor affirmatively states that:
 - A. the direct subcontractor is not knowingly in violation of subsection 1 of Section 285.530, RSMo; and
 - B. shall not henceforth be in such violation; and
 - C. the contractor or subcontractor receives a sworn affidavit under the penalty of perjury attesting to the fact that the direct subcontractor's employees are lawfully present in the United States.
 - The E-Verify documents shall be completed and returned to the CWDB.
- (aa) The Subrecipient shall not assign the Annual Agreement or any part thereof unless otherwise provided or without the written consent of CWDB, but in no case shall such consent relieve the Subrecipient from the obligation under, or change the terms of the Annual Agreement.

11. Compliance with Laws


By signing this Agreement, the Subrecipient ensures that the Subrecipient has read, understands and agrees to follow all of the laws listed in applicable grant terms and conditions.

12. Governing Law

This Agreement shall be governed by the laws of the State of Missouri. Any and all legal actions that arise out of this Agreement shall have exclusive venue and jurisdiction in the state courts of the State of Missouri.

15. The Subrecipient agrees to meet and/or exceed enrollment and performance goals as provided by the CWDB.


By signing below, the signatories agree to the terms and conditions of this Agreement, including all applicable assurances and certifications, on behalf of their respective agencies indicated below. In addition, the Subrecipient's expenditure of any funds properly granted hereunder constitutes acceptance of the award, including any new or additional terms and conditions as may be attached hereto.

DocuSigned by:

 379E02CC81514B0...

7/25/2023

Kathy Groves, CWDB Chair

Date

DocuSigned by:

 2BFC9F19F980474...

7/25/2023

Amy Sublett, CWDB Executive Director

Date

DocuSigned by:

 32AC1B00BDC040D...

7/25/2023

Patricia Rogers, COPIC Executive Director

Date

DocuSign Envelope ID: 990EEDE5-8285-4931-8D2D-11999A9D50C5

EXHIBIT, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C – AFFIDAVIT ON FILE – CURRENT BUSINESS ENTITY STATUS

I certify that Central Ozarks Private Industry Council **MEETS** the definition of a business entity as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. ~~The~~

documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the contractor's name and the MOU signature page completed and signed by the contractor and the Department of Homeland Security – Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted: Central Workforce Development Board

(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University – St. Louis; Missouri Southern State University – Joplin; Missouri Western State University – St. Joseph; Northwest Missouri State University – Maryville; Southeast Missouri State University – Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: July 7, 2022

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted:
WIOA contract (if known) Patricia Rogers
PATRICIA ROGERS

Patricia Rogers

Authorized Business Entity Representative's
Name (Please Print)

220659

E-Verify MOU Company ID Number

Central Ozarks Private Industry Council

Business Entity Name

Authorized Business Entity
Representative's Signature

progers@copicinc.org

E-Mail Address
7/19/2023

Date

FOR STATE USE ONLY

Documentation Verification Completed By:

Buyer

Date