Contract #: <u>517-51711</u> Index Code: <u>531011</u> CONTRACT ROUTING SHEET Date Prepared: <u>5/2/17 to (brunsel \$lq[rq</u> ftw) Need Date: <u>51/9[17 thw</u>] PROCESSING DEPARTMENT: Department: HHSA Dept. Contact: Heather Longo Phone #: X7373 Department X7373 Head Signature: <u>Contract Classes - Heades</u> Patricia Charles-Heathers, Ph.D., Director Burlington, MA 01803 Ponce #: CONTRACTING DEPARTMENT: HHSA Service Requested: Commission on Aging webhosting and domain (www.2nd50yrs.org) Contract Term: Upon execution, perpetual one- year terms Compliance with Human Resources requirements? N/A _ Yes x No: Compliance verified by: HR Misty Garcia 4/26/17 Country CounseL: (Must approve all contracts and MOU's) Approved: Disapproved: Date: By: Date: By: By:
Date Prepared: 5/2/17 to (baunsel Slqlet the Need Date: 5/19/17 the second
PROCESSING DEPARTMENT: CONTRACTOR: Department: HHSA Name: The Endurance International Group, dba StartLogic Dept. Contact: Heather Longo Address: 10 Corporate Drive, #300 Phone #: X7373 Burlington, MA 01803 Department Patricia Charles-Heathers, Ph.D., Director Phone: 781/852-3312 CONTRACTING DEPARTMENT: HHSA Contract/Grant Value: \$333.78 Contract Term: Upon execution, perpetual one- Contract/Grant Value: \$333.78 year terms Compliance with Human Resources requirements? N/A
Department: HHSA Name: The Endurance International Group, dba StartLogic Dept. Contact: Heather Longo Address: 10 Corporate Drive, #300 Phone #: X7373 Phone: 781/852-3312 Department Patricia Charles-Heathers, Ph.D., Director Phone: 781/852-3312 CONTRACTING DEPARTMENT: HHSA Phone: 781/852-3312 Contract Time Department Proved: Commission on Aging webhosting and domain (www.2nd50yrs.org) Contract Term: Upon execution, perpetual one- year terms Contract/Grant Value: \$333.78 Compliance with Human Resources requirements? N/AYes xNo: Yes xNo: Compliance verified by: HR Misty Garcia 4/26/17 By: Approved:
Dept. Contact: Heather Longo Address: 10 Corporate Drive, #300 Phone #: X7373 Burlington, MA 01803 Department Phone: 781/852-3312 Head Signature: Interior Cloures - Headles Phone: Patricia Charles-Heathers, Ph.D., Director Director CONTRACTING DEPARTMENT: HHSA Service Requested: Commission on Aging webhosting and domain (www.2nd50yrs.org) Contract Term: Upon execution, perpetual one- Contract/Grant Value: \$333.78 year terms Ves x Compliance with Human Resources requirements? N/AYes x Compliance verified by: HR Misty Garcia 4/26/17 Approved:
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Approved: Disapproved: Date: $2/11/17$ By: By: Approved: Date: Date: By: By:
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PLEASE FORWARD TO RISK MANAGEMENT. THANK YOU!
RISK MARAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements) Approved: Disapproved: Date: By:
Approved: Disapproved: Date: By:
OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract). NOTE: Any contract that involves the development, installation, implementation, storing, retrieving, transfer, or sending of electronic information, the acquisition of software or computer related items, or any other service/item that may be IT related, especially those that involve computers and telecommunications, must be approved by IT before submission to Counsel. This also applies to any other contract that requires approval from another department. Departments:
Approved: Disapproved: Date: 5/24/17 By: Approved: Disapproved: Date: By:
Please contact Héather Longo x7373 with questions or for contract packet pick-up. Thank you!
CFO Review Date Date Date Deputy Director, Administration and Contracts Date