<table>
<thead>
<tr>
<th>Commit Item</th>
<th>(G/L)Account</th>
<th>Description</th>
<th>Fund Center: M3090A</th>
<th>Fund Area: 6810</th>
</tr>
</thead>
<tbody>
<tr>
<td>569400</td>
<td>Contract-Other</td>
<td>22,090.00</td>
<td>0.00</td>
<td>19,040.00</td>
</tr>
<tr>
<td>Total:</td>
<td>M3090A</td>
<td>22,090.00</td>
<td>0.00</td>
<td>19,040.00</td>
</tr>
<tr>
<td>Total by Business Area: M000</td>
<td>22,090.00</td>
<td>0.00</td>
<td>19,040.00</td>
<td>3,050.00</td>
</tr>
<tr>
<td>Total Fund 10100</td>
<td>Basic</td>
<td>22,090.00</td>
<td>0.00</td>
<td>19,040.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,050.00</td>
</tr>
</tbody>
</table>

end of report
**CONTRACT REQUEST FORM**  
**Location:**
This form must be received in LACCD's Business Services Division FOUR WEEKS PRIOR to commencement of the Contract Period (includes Short Term Agreements (STAs), Facilities Orders, and some Short Forms).

---

**ACTION**
- [x] New contract
- [ ] Amend contract
- [ ] Renew contract
- [ ] Terminate contract
- [ ] Income

**GENERAL AGREEMENTS**
- [x] Educational Services
- [ ] Lease of Equipment
- [ ] Lease of Facility
- [ ] Maintenance of Equipment
- [ ] Performance/Workshop
- [ ] Professional Services
- [ ] Other:

**SHORT TERM AGREEMENT (STAs)**
- [x] ($5,000 or less AND one year or less)
- [ ] Community Services
- [ ] Model
- [ ] Performance/Workshop
- [ ] Personal Services
- [ ] Reader
- [ ] Other:

---

**FACILITIES**
- [ ] Consultant Proposal
- [ ] Facilities Order
- [ ] Professional Services
- [ ] Short Form
- [ ] Standard Form
- [ ] Other:

---

**CONTRACT INFORMATION**

<table>
<thead>
<tr>
<th>Period of Services:</th>
<th>From: 7/01/2013</th>
<th>To: 6/30/2014 (inclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lessor / Contractor:</td>
<td>ETUDES, INC.</td>
<td>SAP Vendor Id (if known): 1005513</td>
</tr>
<tr>
<td>SSN / Federal Tax ID:</td>
<td>113841059</td>
<td></td>
</tr>
<tr>
<td>Street Address:</td>
<td>274 Redwood Shores Pkwy #335</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Redwood</td>
<td>State: CA</td>
</tr>
<tr>
<td>Zip:</td>
<td>94065</td>
<td></td>
</tr>
<tr>
<td>Contact Person:</td>
<td>Vivie Sinou</td>
<td>Phone #: 650-218-7456</td>
</tr>
<tr>
<td>Fax #:</td>
<td>650-887-4730</td>
<td></td>
</tr>
<tr>
<td>To be billed per:</td>
<td>[ ] Month</td>
<td>[ ] Semester</td>
</tr>
<tr>
<td>Rate or Cost or</td>
<td>[ ] Income</td>
<td>Per:</td>
</tr>
<tr>
<td>[ ] Other:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**LOCATION INFORMATION**

<table>
<thead>
<tr>
<th>Requestor:</th>
<th>David Jordan, Esq. Law Professor</th>
<th>Date: 5/13/13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title/Position:</td>
<td>LAMC Paralegal Studies Program</td>
<td>Dept.: Paralegal Studies</td>
</tr>
<tr>
<td>Contact:</td>
<td>(Complete if different from Requestor)</td>
<td>Phone/Ext #: (818)364-7720</td>
</tr>
</tbody>
</table>

---

**Funds Center Approval:**
If using multiple accounts, please provide details in the "Description" area below.

<table>
<thead>
<tr>
<th>Fund (Fund/Program)</th>
<th>GL Account (Object Code)</th>
<th>WBS/Cost Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>10100</td>
<td>569400</td>
<td>M3090A</td>
</tr>
</tbody>
</table>

---

**APPROVALS:**
1 = College; 2 = District

<table>
<thead>
<tr>
<th>Printed Name:</th>
<th>Daniel Villanueva</th>
<th>Signature:</th>
</tr>
</thead>
<tbody>
<tr>
<td>VP of Admin/Wgr.:</td>
<td></td>
<td>Date:</td>
</tr>
<tr>
<td>President/Dir.:</td>
<td></td>
<td>Date:</td>
</tr>
</tbody>
</table>

---

**Specific description, purpose, and justification:** (Describe each in full – use separate sheet if needed and/or attach all necessary documentation.)
To provide ETUDES Hosting and Support Services - includes 50% off 1st year discount $5,575
ETUDES Sys Admin & Account Mngmt - includes 50% off 1st year discount $5,875
ETUDES Membership Fees $10,000 (minus 50% off Membership Fees Discount for California Community Colleges) $5,000
Due: June 30, 2013

**Estimated cost for total contract period:** $16,750.00
MEMBERSHIP AGREEMENT
Institutional Partner

[blank] (hereinafter called "Member") agrees to subscribe to the ETUDES and participate as a member of the community as follows:

1. Member agrees to pay an annual Membership fee in the amount of $5,000 to subscribe to Etudes and benefit from the Etudes software and associated services. Such annual payment will be made upon execution of this Agreement. Checks will be made payable to "Etudes Inc." and sent to the Administrator designated below.

2. Member agrees to join Etudes for a minimum of 1 year starting July 1, 2013.

3. Member agrees to participate in the community as described in Sections 4 and 5 of Appendix A.

4. Member will advise the Administrator in writing of the individual assigned as the designated representative to Etudes.

5. Member may consult with Etudes and receive onsite training in the tools, term site administration and roster importation, and attend meetings related to Etudes as described in Sections 4 and 5 of Appendix A.

6. Member agrees to bear all costs of Members associated with its participation in Etudes as described in Section 5 of Appendix A.

7. Member will receive access to Etudes resources, site/account management, and user support services as described in Section 3 of Appendix A. ETUDES agrees to perform all services described in Appendix A for the sum not to exceed $16,750.

8. Member understands that funds provided for Etudes will be added to funds from other Members to support development, upgrades, servicing of software, providing hosting, and supporting clients, and therefore no individual financial reports will be given to the Member concerning the disposition of the funds provided by them.

9. This agreement may be terminated by Etudes or Member at any time upon thirty (30) days written notice. Financial obligations to Etudes will be settled on a pro-rated basis with any excess prepayment returned to Member. Services purchased will be terminated immediately, upon discontinuation of agreement.

10. The Designated Administrator is: Vivie Sinou, Executive Director, Etudes, Inc.
274 Redwood Shores Pkwy #335, Redwood City, CA 94065. sinou@etudes.org, 650.218.7456.
MEMBERSHIP AGREEMENT
Institutional Partner

The following contacts are requested for administrative and support purposes only.

For Etudes press releases, only the legal name of your organization and the information you provide under press contacts will be provided; and provided further, all press releases concerning and/or mentioning Member or Etudes shall be subject to the review and approval by the primary contacts of both parties.

PRIMARY MEMBER CONTACT FOR ETUDES:

Name: Daniel Villanueva
Title: VP of Administrative Services
Phone: 818-364-7772
Email: VillanDG@lamission.edu

BILLING CONTACT OF MEMBER:

Name: Margret Ayvazian
Title: AP - LAMC
Phone: 818-364-7633
Email: AyvazIM@lamission.edu

FACULTY SUPPORT CONTACT OF MEMBER:

Name: David Jordan
Title: Law Professor
Phone: 818-364-7722
Email: jordandc@lamission.edu

IT CONTACT OF MEMBER:

Name: Hanh Tran
Title: IT Manager
Phone: 618-364-7608
Email: tranh@lamission.edu

PRESS CONTACT OF MEMBER:

Name:
Title:
Phone:
Email:
MEMBERSHIP AGREEMENT
Institutional Partner

APPROVED AND ACCEPTED BY

Daniel Villanueva – VP of Administrative Services

(PRINT NAME - Primary Contact, Client)

(Signature - Primary Contact, Client)

(Date)

(PRINT NAME - Executive Director, Etudes, Inc.)

(Signature - Executive Director, Etudes, Inc.)

(Date)
**CONTRACT REQUEST FORM**  
**Location:** Mission

*This form must be received in LACCD's Business Services Division FOUR WEEKS PRIOR to commencement of the Contract Period (includes Short Term Agreements (STAs), Facilities Orders, and some Short Forms).*

<table>
<thead>
<tr>
<th>ACTION</th>
<th>GENERAL AGREEMENTS</th>
<th>SHORT TERM AGREEMENT (STAs)</th>
<th>FACILITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ New contract</td>
<td>☐ Educational Services</td>
<td>☐ Community Services</td>
<td>☐ Consultant Proposal</td>
</tr>
<tr>
<td>☒ Amend contract</td>
<td>☐ Lease of Equipment</td>
<td>☐ Model</td>
<td>☐ Facilities Order</td>
</tr>
<tr>
<td>☐ Renew contract</td>
<td>☐ Lease of Facility</td>
<td>☐ Performance/Workshop</td>
<td>☐ Professional Services</td>
</tr>
<tr>
<td>☐ Terminate contract</td>
<td>☐ Maintenance of Equipment</td>
<td>☐ Personal Services</td>
<td>☐ Short Form</td>
</tr>
<tr>
<td>☐ Income</td>
<td>☐ Performance/Workshop</td>
<td>☐ Reader</td>
<td>☐ Standard Form</td>
</tr>
<tr>
<td>Contract #: 45-162971</td>
<td>☐ Professional Services</td>
<td>☐ Other</td>
<td>☐ Other:</td>
</tr>
</tbody>
</table>

| Period of Services: | From: 7/1/2013 | To: 6/30/2014 (Inclusive) | SAP Vendor #: if known: 1010464 |

| Street Address: | P.O. BOX 717 | City: FISHERSVILLE | State: VA | Zip: 22393 |

| Contact Person: Tabilha Richards-Director | Edu Sales | Phone #: 877-291-1293 Ext.# 181 | Fax #: 915-200-9145 |

| License #/License Type: tabilha.richards@remote-learner.net | |

| To be billed per: ☐ Month ☐ Semester ☐ Contract Period ☐ Other | ☐ Rate or Cost or ☐ Income Per: ☐ Day ☐ Month ☐ Year ☐ Other: |

**LOCATION INFORMATION**

| Requestor: David Jordan, Esq. Law Professor | Date: 8/14/13 |

| Title/Position: LAMC Paralegal Studies Program | Dept.: Paralegal Studies | Phone/Ext. #: (818) 364-7720 |

| Contact: | Complete if different from Requestor | Phone/Ext.: |

| Funds Center Approval: | |

| Description: | |

| Fund (Fund/Program): 10100 | GL Account (Object Code): 569400 | WBS/Cost Center: M3090A |

**APPROVALS:**

| Printed Name: Daniel Villanueva | Signature: |

| VP of Admin: | Date: |

| President: | Date: |

**Specific description, purpose, and justification (Describe each in full - use separate sheet if needed and/or attach all necessary documentation.):**

To Amend existing contract No. 4560162971 for one more year FY2013-2014. The product description:

Additional Moodle Site(s)

Additional Storage per GB

*Estimated cost for total contract period: $ 2,750.20*
Remote-Learner US Inc
PO Box 717
Fishersville VA 22939
540-943-7831 x116
Tax ID 20-3848680

Bill To
Los Angeles Community College District
Contracts Office, 3rd Floor
770 Wilshire Boulevard
Los Angeles CA 90017

---

**Invoice**

<table>
<thead>
<tr>
<th>Date</th>
<th>Invoice #</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/12/2013</td>
<td>11232</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>P.O. No.</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>11/26/2013</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Additional Moodle Site(s)</td>
</tr>
<tr>
<td>50</td>
<td>Additional storage per GB</td>
</tr>
</tbody>
</table>

Contact: David Jordan

---

Payable on Receipt - Thank you for your business.

**Solution Package Total** $2,290.00

Please make payment to:
Remote-Learner US Inc.
PO Box 717
Fishersville, VA 22939

*****

NOTE: Failure to pay for services will result in the discontinuation of services!

*****

AR Contact: Robin Ramsey
Phone: 877-299-1293 x206
Fax: 915-200-9145
robin.ramsey@remote-learner.net
## Quote

**Remote-Learner**

**Quote Provided By:** Remote-Learner US Inc  
**PO Box 717**  
**Fisherwell, VA 22639**  
**United States**

**Prepared By:** Tabitha Richards  
**Phone:** ext. 134  
**E-mail:** tabitha.richards@remote-learner.net

**Bill To Name:** Los Angeles Community College District  
**Bill To:** 770 Wethered Bivd  
**Los Angeles, CA 90017**

**Contact Name:** David Jordan  
**Phone:** (818) 416-2015  
**Email:** abegado@paedell.net

**Ship To Name:** Los Angeles Community College District

---

### Additional Vessel Site(s)

- Additional storage per GB

---

2 additional Vessel sites for archive purposes only - no concurrency supported for LAMC’s 1.9 and 2.2 sites  
50 GB of space to cover the amount needed for these two sites

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sub Total</td>
<td>USD 2,250.00</td>
</tr>
<tr>
<td>Total Price</td>
<td>USD 2,250.00</td>
</tr>
</tbody>
</table>

---

**Signature:** [Signature]

**Date:** 4/5/2016  
**Time:** 9:01 - 10/04/64