

MEMORANDUM OF Agreement (MOA)
Between
Tlingit & Haida (T&H)
In support of the
Southeast General Contractors (SGC)
And
University of Alaska Southeast, Juneau Campus
(UAS)

MOA Purpose:

The purpose of this MOA between **Southeast General Contractors** and **UAS** is to establish guidelines for the School of Career Education (SCE) and SGC to work collaboratively in enrolling students into a non-credit course taught by a UAS instructor. SGC is able to access funding through Tlingit & Haida in order to support this effort and assist SGC students in attending the course.

This MOA specifies that one course will be taught by UAS faculty and the proposed reimbursements to UAS by SGC (T&H) funding.

SGC will promote the enrollment of students into the following, with a maximum enrollment of 12 students.

- **Blueprint Reading** course at the SGC facility at 2631 Channel Drive.
This course will be offered Thursday April 2 & Friday April 3, 9am – 4:30pm.
- **Instructor** Robin Gilcrist, Professor of Construction Technology
Contact information: regilcris@alaska.edu, phone: 907-796-614.

The instructor for the above-mentioned course is a faculty member from the School of Career Education. It is understood and agreed that UAS is an independent contractor and its instructor is not an employee of SGC.

Participant Eligibility: Students must meet the requirements presented by SGC. There are no prerequisites for this non-credit.

Equipment: SGC agrees to provide all equipment required for the training.

Cost: \$3500

Blueprint Reading - 16-hour course - for instruction to include:

- Components of the Blueprint, Abbreviations, Key Notes, Symbols, Materials, Scale, and Lines of Construction.

Cancellation or Rescheduling:

If by mutual agreement **UAS** and **SGC** agree to cancel the Blueprint Reading course with less than two weeks' notice, a 15% rescheduling fee will be applied to cover **UAS** instructor preparation time and administrative expenses. It will be the responsibility of **SGC** to notify and coordinate with all course participants in the event of cancellation or rescheduling of this course.

Payment Terms:

An invoice will be prepared and sent to **SGC** upon the start of the Blueprint Reading course. The billing address for this invoice is 2631 Channel Drive; Juneau, Alaska, 99801. **SGC** agrees to pay **UAS** within 30 days of the start of the course. Payment will be delivered to the UAS Office of Administrative Services, 11120 Glacier Hwy, Juneau, AK 99801.

Administration:

The Administrator for the delivery of this course for **UAS** will be Catherine Pusich, Administrative Manager, School of Career Education, 907-796-6124, email: cpusich@alaska.edu. The Administrator for **SGC** will be Dell Wilson, General Manager.

Evaluation:

UAS agrees to provide **SGC** with a final written report upon completion of the course.

This report will include:

- Student attendance record.
- Student evaluation form.

Insurance:

UAS, as a self-insured educational institution, will provide liability coverage for the instructor of the course covered by this MOA.

Agreement Integration:

This Agreement contains the entire Agreement conditions between the parties. There are no promises, terms, conditions, or obligations other than those contained herein. This Agreement shall supersede all previous communications, representations or agreements, either written or oral between the parties.

Further, all parties agree that this MOA will be fulfilled in compliance with applicable laws and regulations of the State of Alaska. Any amendments to this Agreement need to be presented in writing and signed by all parties for acceptance.

Signatures of Acceptance:

UAS is pleased to be of service to **SGC** by developing and presenting this educational program. After both parties have signed this MOA and the duplicate copy has been returned to **UAS**, these arrangements are considered acceptable and definite.

Date: March 28, 2024

DocuSigned by:
Dell Wilson
AF3A2CB80413466
Dell Wilson, General Manager,
Southeast General Contractors

Date: March 28, 2024

DocuSigned by:
Maren Haavig
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Maren Haavig, PhD
Provost, Dean of Research and Sponsored
Programs
University of Alaska Southeast

Date: March 28, 2024

DocuSigned by:
Cory Ortiz
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Cory Ortiz, PhD
Dean of the School of Career Education
University of Alaska Southeast

Date: March 28, 2024

DocuSigned by:
Julie Vigil
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Julie Vigil, Director
UAS Office of Budgets, Grants and Contracts