



STATE OF IOWA
MASTER AGREEMENT
 Contract Declaration and Execution

MA 005

23042C

EFFECTIVE BEGIN DATE: 09-01-2025
EXPIRATION DATE: 08-31-2026
PAGE: 1 of 4

VENDOR:

H2 COMMUNICATION

00003195593

**4612 S Devinney St
 Morrison, CO 80465-1017**

VENDOR CONTACT:

Bret Anderson

PHONE: 303.522.1779

EMAIL: bret@h2communication.com

ISSUER:

Craig Trotter

PHONE: 515-322-8593

EMAIL: craig.trotter@iowa.gov

EXT:

FOB: FOB Dest, Freight Prepaid

Contract For: Offender Workforce Development Specialist (OWDS) Training

The parties agree to comply with the terms and conditions on the following attachments which are by this reference made a part of the Agreement.

Attachments are on file with the Department of Administrative Service - Central Procurement.

Attachment 1: OWDS Training IMPACTS Event

Attachment 2: Contractor's Statement of Work

Attachment 3: Contractor's Cost (final pricing documentation) Response to competitive solicitation document 005-RFB-0102-2022

Administrative Fee

In addition to the approved discounts or prices specified in the Contract herein, the Bidder shall pay to the Agency a 1.00% Administrative Fee on all sales made against this Contract. The fee shall be paid quarterly to the Iowa Department of Administrative Services, Central Procurement; Attn: Chief Operating Officer, Level 3, Hoover State Office Building, 1305 E. Walnut Street, Des Moines, IA 50319-0105.

Quarterly Report

The Bidder shall provide an electronic detailed quarterly report on ALL sales made under this Contract via e-Mail to the Iowa Department of Administrative Services, Central Procurement. Attention: Issuing Officer Craig Trotter; craig.trotter@iowa.gov. The report file format shall be Microsoft Excel compatible format. The report at minimum shall include the date of sale, customer name and address, full product description, SKU Numbers, quantity, invoice number, unit and extended invoice prices.

RENEWAL OPTIONS

FROM 09-01-2026 **TO** 08-31-2027

FROM 09-01-2027 **TO** 08-31-2028

AUTHORIZED DEPARTMENT

ALL

SUB Other Governmental Entities



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LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
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1	0.00000	EA	92435	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

In-Service Training (For Employees)
Phase 1 & 2 Training

DO NOT USE THIS LINE ITEM

2	0.00000	EA	92435	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

In-Service Training (For Employees)
Phase 3 Training

DO NOT USE THIS LINE ITEM

3	0.00000	EA	92435	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

In-Service Training (For Employees)
h2 Communication 360 Learning LMS

Includes the following:
 Online training for participants
 H2 Communication, LLC 360 Learning - Learning Management System
 Phase I & Phase III

Cost per student - \$225

4	0.00000	EA	92435	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

In-Service Training (For Employees)
Assessment Tool

DO NOT USE THIS LINE ITEM

5	0.00000	EA	92435	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

In-Service Training (For Employees)
OWDS Course 1 & 2 base Training & LMS registration



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Cost per student - \$225.00
 See Amendment #2

6	0.00000	EA	92435	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

In-Service Training (For Employees)
OWDS Course 1 & 2 ZOOM synchronous sessions

Cost per student - \$335.00
 See Amendment #2



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TERMS AND CONDITIONS

Services Effective 1 May 16

The parties agree to comply with the terms and conditions on the following web site which are by this reference made a part of the Agreement. General Terms and Conditions for service contracts are posted at: <https://das.iowa.gov/sites/default/files/procurement/pdf/050116%20terms%20services.pdf>

THIS MASTER AGREEMENT IS EFFECTIVE AS OF THE LATEST DATE SHOWN IN "EFFECTIVE BEGIN DATE" IN THE UPPER RIGHT HAND CORNER OR THE DATE BELOW SIGNED BY THE STATE OF IOWA.

CONTRACTOR		STATE OF IOWA	
CONTRACTOR'S NAME (If other than an individual, state whether a corp, partnership, etc. h2 Communication, LLC		AGENCY NAME DAS Central Procurement	
BY (Authorized Signature) <i>Bret Anderson</i>	Date Signed 06/13/2025	BY (Authorized Signature) <i>Craig Trotter</i>	Date Signed 06/16/2025
Printed Name and Title of Person Signing Bret Anderson		Printed Name and Title of Person Signing Craig Trotter – Sr. Statewide Procurement Officer	
Address 4612 S. Devinney St. Morrison, CO 80465		Address Iowa Department of Administrative Services Hoover State Office Building, Level 3 1305 East Walnut Street Des Moines, IA 50319	