

# BASIC ORDERING AGREEMENT BETWEEN

Catalyst Workplace Activation

**AND**

Battelle Memorial Institute, Pacific Northwest Division, Management & Operating Contractor of the  
U.S. Department of Energy's Pacific Northwest National Laboratory (PNNL)  
On Behalf of ICPT for the Department of Energy

## BASIC ORDERING AGREEMENT

**No. PNNL-ICPT-BOA-2024-031**

**Modification 1**

### 1.0 INTRODUCTION

This Basic Ordering Agreement (BOA) between Catalyst Workplace Activation (Vendor, hereinafter "Seller") and Battelle Memorial Institute, Pacific Northwest Division (hereinafter referred to as "Contractor") is entered into to provide products and services to Department of Energy (DOE) Contractors and authorized Subcontractors in accordance with the terms and conditions contained in the original BOA awarded by Battelle Memorial Institute, Pacific Northwest Division.

(Agreement No. PNNL-ICPT-BOA-2024-031)

### 2.0 AGREEMENT

- 1) Article 3, DELIVERY / PAYMENT, contained in the original Agreement is deleted and the following is substituted therefore:

"The work specified in Article 1 shall be completed and delivered as follows:

- F.O.B. Point (point of delivery): Destination, standard ground freight is paid by Seller for deliveries to locations within the contiguous United States (when the product is shipped from the manufacturer to the final delivery location). If product is shipped to a third-party warehouse and then delivered to the final delivery location, additional freight may apply and will be the responsibility of the Contractor. Contractor is responsible for freight charges outside of the contiguous United States and any expedited or special shipping or handling.
- Payment Terms: Net 30 from receipt of an accurate invoice.
- Delivery location and schedule shall be negotiated for each order under this BOA.

- 2) Attachment A – Pricing Form included under Article 9, LIST OF ATTACHMENTS, is hereby deleted and replaced with Attachment A – Pricing Form dated October 25, 2024

All other terms and conditions remain unchanged.

### 3.0 SIGNATURES

<b>CATALYST WORKPLACE ACTIVATION</b>  	<b>CONTRACTOR</b>   Digitally signed by Angela Welke Date: 2024.11.01 08:02:22 -07'00'
<b>BY:</b> Stephanie Ploof	<b>BY:</b> Angela N.S. Welke
<b>TITLE:</b> EVP, Enterprise Sales	<b>TITLE:</b> Senior Contracting Professional
<b>DATE:</b> 11.01.24	<b>DATE:</b> November 1, 2024