



## ADMINISTRATIVE PROCEDURE

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**TITLE: Contracts – Accessibility of Information Technology**

**ADMINISTRATIVE PROCEDURE # 6365**

**RELATED TO POLICY # 6340 BIDS AND CONTRACTS**

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- A. Whenever the College enters into a contract for the purchase, development, procurement, maintenance or use of any electronic or information technology, the vendor shall certify that it complies with the requirements of Section 508 of the Rehabilitation Act of 1973 and its related regulations. This requirement shall apply to software applications, operating systems, web-based intranet and internet information and applications, telecommunications products, video or multimedia products, self-contained closed products such as copiers, and desktop and portable computers.
- B. Each contract with such a vendor shall contain the following provision:
1. "The vendor hereby warrants that the products or services to be provided under this agreement comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended, and its implementing regulations. Vendor agrees to respond promptly to and resolve any complaints regarding accessibility of its products or services that are brought to its attention. Vendor further agrees to indemnify and hold harmless the College from and against any claim arising out of its failure to comply with these requirements. Failure to comply with these requirements shall constitute a breach and be grounds for termination of this agreement."

**REFERENCES:**

Section 508 of the Rehabilitation Act of 1973 (29 U.S. Code Section 794d);  
36 Code of Federal Regulations Parts 1194.1 et seq.

**RESPONSIBILITY:**

The Purchasing Manager is responsible for implementing and updating this procedure.

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**NEXT REVIEW DATE:**

**DATE OF ADOPTION: 2/10/2021 by CC**

**DATE(S) OF REVISION:**

**DATE(S) OF PRIOR REVIEW:**