

STATE OF TEXAS §

COUNTY OF TRAVIS §

Division Number:	213- College & Career & Military Prep	Program Name:	CTE Professional Development
Speed Chart:		Legal/Funding Authority:	Public Law 109-270, Carl D Perkins CTE Improvement Act of 2006
Payee Name:	Texas A&M University-Corpus Christi	Contract #:	3589
Payee ID:	1741760663	PO #:	35823

Amendment No. 1

**AMENDMENT TO
STANDARD CONTRACT
BETWEEN
TEXAS EDUCATION AGENCY
AND**

Texas A&M University-Corpus Christi
NAME OF CONTRACTOR

It is mutually understood and agreed by and between the undersigned contracting parties of the above numbered contract to amend said contract effective March 1, 2017 as follows:

ARTICLE III. PURPOSE

The purpose of this amendment is to modify Tasks 4, 8, and 11 and add Task 13. *See Attachment 1, Revised Schedule of Task Completion (3/1/2017).*

Activity 4.4 – Assist with transition to integrated CTE portal (Website)

Collaborate with CTE Portal Project Manager, Steve Smith, and Safal Partners to ensure a smooth transition of resources from the existing CTE Professional Development website (<http://cte.tamucc.edu>) hosted, maintained, and managed by TAMUCC to the online Texas CTE Resource Center being developed by Safal Partners. TAMUCC will assist with assessing the relevance and value of older archived content, reviewing guidelines for the disposition of CTE professional development content and event documentation, and packaging and transferring all current and relevant website content to Safal Partners in an acceptable format.

Activity 8.4 – Assist with transition to integrated CTE portal (WBL Course)

Collaborate with CTE Portal Project Manager, Steve Smith, and Safal Partners to ensure a smooth transition of the existing CTE Work-Based Learning online course (<http://teawbltraining.org>) hosted, maintained, and managed by TAMUCC to the online Texas CTE Resource Center being developed by Safal Partners. TAMUCC will package and transfer all WBL course content to Safal Partners in an acceptable format. TAMUCC will collaborate with Safal Partners to align any future online CTE professional development courses with the templates, rubric and protocols developed and recommended by Safal Partners for the Texas CTE Resource Center.

Task 13 – LONG RANGE CTE PROFESSIONAL DEVELOPMENT PLANNING

TAMUCC will collaborate with TEA CTE staff to identify and develop appropriate professional development activities to meet the long-term objectives of TEA's state plan for CTE.

Activity 13.1 – CTE Roundtable

TAMUCC will collaborate with TEA CTE staff to organize and conduct a forum where a selected group of experienced CTE professionals meet to address a current CTE issue of statewide concern. The CTE Roundtable will be held in Austin in July 2017. TAMUCC will assist with (1) identifying the topic to be discussed, (2) recruiting facilitator and participants, (3) gathering relevant background information related to the topic, (4) finalizing arrangements for the meeting, (5) planning and executing the meeting, (6) coordinating follow-up, and (7) disseminating results as appropriate.

Activity 13.2 – Advanced CTE Leadership Academy

TAMUCC will collaborate with TEA CTE staff to develop a plan and timeline for transitioning from the current CTE Leadership Academy professional development program to an advanced, project-based, professional development program for CTE administrators with two or more years of experience administering a CTE

program. The Advanced CTE Leadership Academy will be aligned with standards for an academic graduate level practicum course.

As part of the transition, TAMUCC will also create a development plan for of a series of CTE administrator training modules covering the content currently provided in the existing CTE Leadership Academy. The first four online modules will be developed as part of Task 9: Online Professional Development Training Modules.

Activity 13.3 – CTE Administration Certificate

TAMUCC will collaborate with TEA CTE staff to research options for providing one or more CTE Administration Certificates or other micro-credentials that demonstrate that an individual has acquired the necessary knowledge and skills to administer a CTE program in Texas. TAMUCC will incorporate findings on micro-credentials into its development plans for the Advanced CTE Leadership Academy and CTE administration online training modules.

ARTICLE IV. PAYMENT UNDER CONTRACT

The total amount for the contract period remains \$295,000.00 for the performance, satisfactory to TEA, of the Contractor's functions and duties under this contract. Funds have been reallocated between tasks. *See Attachment 3, Revised Budget (3/1/2017).*

All other terms and conditions of the original contract remain the same and are incorporated herein as if specifically written.

AGREED and accepted by a person authorized to bind Contractor that all terms and conditions of this amendment are effective commencing on the above date.

Dr. Mayra A. Hough, CRA, Director Office of Sponsored Research Administration

Typed Name, Title

Mayra A.
Hough

Digitally signed by Mayra A.
Hough
Date: 2017.05.02 10:33:52
-05'00'

Authorized Signature

THIS SECTION RESERVED FOR TEA USE.

I, an authorized official of the Texas Education Agency, hereby certify that this contract is in compliance with the authorizing program statute and applicable regulations and authorize the services to be performed as written above.

AGREED and accepted on behalf of Agency on 5/8/17 (month/day/year) by a person authorized to bind Agency.

Return an electronic copy to: TEAContracts@tea.texas.gov

Norma Barrera

Texas Education Agency
Purchasing, Contracts and Agency Services Division
1701 North Congress Avenue Rm. 2-125
Austin, Texas 78701-1494



Kara Belew
Deputy Commissioner, Finance Administration

REVISED SCHEDULE OF TASK COMPLETION, 3/1/17

TASK/ACTIVITY	DESCRIPTION	PROJECTED COMPLETION	REVISED COST
TASK 1: 2016 NEW CTE TEACHER CONFERENCE			
Activity 1.1	Planning and Preparation for the event	9/30/16	
Activity 1.2	Execution and coordination of the event	10/5/16	
Activity 1.3	Wrap-up: tabulate credits, surveys, receive, review & pay invoices, etc.	12/30/16	
TASK 1 SUBTOTAL			<u>\$ 76,700.00</u>
TASK 2: 2016-17 CTE LEADERSHIP ACADEMY (PHASE 1)			
Activity 2.1	Planning and Preparation for the event	10/4/16	
Activity 2.2	Execution and coordination of the event	10/7/16	
Activity 2.3	Wrap-up: tabulate credits, surveys, receive, review & pay invoices, etc.	12/30/16	
TASK 2 SUBTOTAL			<u>\$ 45,000.00</u>
TASK 3: 2016-17 PROFESSIONAL SCHOOL COUNSELOR ACADEMY (PHASE 1)			
Activity 3.1	Planning and preparation for the event	10/4/16	
Activity 3.2	Onsite logistical support	10/7/16	
Activity 3.3	Wrap-up: receive, review & pay invoices, etc.	12/30/16	
TASK 3 SUBTOTAL			<u>\$ 35,000.00</u>
TASK 4: DEDICATED CTE PROFESSIONAL DEVELOPMENT WEBSITE			
Activity 4.1	IT hosting and maintenance	8/31/17	
Activity 4.2	Website content maintenance	8/31/17	
Activity 4.3	New website content development	8/31/17	
(NEW) Activity 4.4	Assist with transition to integrated CTE Resources Portal	8/31/17	
TASK 4 SUBTOTAL			<u>\$ 8,500.00</u>
TASK 5: 2016-17 CTE LEADERSHIP ACADEMY (PHASE 2)			
Activity 5.1	Coordinate, supervise, and support participants' projects	6/15/17	
Activity 5.2	Plan and coordinate gathering of participants at TCEC Winter Conference	2/10/17	
Activity 5.3	Review projects and tabulate CPE credits earned	6/30/17	
TASK 5 SUBTOTAL			<u>\$ 20,000.00</u>
TASK 6: 2016-17 CTE LEADERSHIP ACADEMY (PHASE 3)			
Activity 6.1	Planning and preparation for the event	6/15/17	
Activity 6.2	Execution and coordination of the event	6/30/17	
Activity 6.3	Wrap-up: tabulate credits, surveys, receive, review & pay invoices, etc.	8/31/17	
TASK 6 SUBTOTAL			<u>\$ 32,000.00</u>
TASK 7: 2016-17 PROFESSIONAL SCHOOL COUNSELOR ACADEMY (PHASE 3)			
Activity 7.1	Planning and preparation for the event	6/15/17	
Activity 7.2	Onsite logistical support	6/30/17	
Activity 7.3	Wrap-up: receive, review and pay invoices	8/31/17	
TASK 7 SUBTOTAL			<u>\$ 18,000.00</u>

TASK/ACTIVITY	DESCRIPTION	PROJECTED COMPLETION	REVISED COST
TASK 8: WORK-BASED LEARNING ONLINE TRAINING COURSE			
Activity 8.1	Host and maintain online course on TAMUCC server	8/31/17	
Activity 8.2	Provide student support services	8/31/17	
Activity 8.3	Maintain and perform minor updates to course content	8/31/17	
(NEW) Activity 8.4	Assist with transition to integrated CTE Resources Portal	8/31/17	
TASK 8 SUBTOTAL			\$ 5,000.00
TASK 9: ONLINE PROFESSIONAL DEVELOPMENT TRAINING MODULES			
Activity 9.1	Survey key audiences to identify high priority training needs	6/30/17	
Activity 9.2	Collaborate with TEA staff to plan and identify Professional Development content	6/30/17	
Activity 9.3	Produce modules using new and existing audiovisual materials	7/31/17	
Activity 9.4	Disseminate via website and other TEA-approved venues	8/31/17	
TASK 9 SUBTOTAL			\$ 12,000.00
TASK 10: GTE 101 PROFESSIONAL DEVELOPMENT ONLINE COUSE			
Activity 10.1	Provide routine course maintenance and student support	8/31/17	
TASK 10 SUBTOTAL			\$ 1,000.00
TASK 11: FALL EVENT PLANNING (*Task Name Change)			
Activity 11.1	Develop and distribute RFP for Oct 2017 venue	3/30/17	
Activity 11.2	Collaborate with TEA staff to plan agendas for events	8/31/17	
Activity 11.3	Collaborate with TEA staff to identify and recruit presenters	8/31/17	
Activity 11.4	Develop and monitor online registration system for 3 events	8/31/17	
Activity 11.5	2017 New CTE Teacher Conference	8/31/17	
Activity 11.6	2017-18 CTE Leadership Academy	8/31/17	
Activity 11.7	2017-18 Professional School Counselor Academy	8/31/17	
TASK 11 SUBTOTAL			\$ 10,000.00
TASK 12: GENERAL PROJECT MANAGEMENT AND REPORTING			
Activity 12.1	Participate in face-to-face and virtual project planning meetings	8/15/17	
Activity 12.2	Participate in CTE conferences and events as approved by TEA	8/15/17	
Activity 12.3	Prepare detailed narrative report on project activities (1 st half)	2/15/17	
Activity 12.4	Prepare detailed narrative report on project activities (2 nd half)	8/31/17	
TASK 12 SUBTOTAL			\$ 8,035.44
(NEW) TASK 13: LONG RANGE CTE PROFESSIONAL DEVELOPMENT PLANNING			
Activity 13.1	CTE Roundtable	8/31/17	
Activity 13.2	Advanced CTE Leadership Academy	8/31/17	
Activity 13.3	CTE Administration Certificate	8/31/17	
(NEW) TASK 13 SUBTOTAL			\$ 5,000.00
Indirect Costs (8%)			\$ 18,764.56
CONTRACT TOTAL (9/1/16 – 8/31/17)			\$ 295,000.00

Revised Budget (3/1/2017)

			ORIGINAL	REVISED	CHANGE
6100 Personnel					
Carole L. Moody	95%	Program Director	\$ 55,425.00	\$ 58,465.00	\$ 3,040.00
Danell Reilly	15%	Program Assistant	\$ 5,739.00	\$ 3,013.00	\$ (2,726.00)
Payroll Subtotals			\$ 61,164.00	\$ 61,478.00	\$ 314.00
Benefits			\$ 20,062.00	\$ 21,074.60	\$ 1,012.60
Subtotals: Object Code 6100			\$ 81,226.00	\$ 82,552.60	\$ 1,326.60
6200 Contracted Services					
Hotel Meeting Rooms		Hilton Austin Airport Hotel - Oct 2016	\$ 32,916.00	\$ 36,816.00	\$ 3,900.00
Hotel AV Services		Hilton Austin Airport Hotel - Oct 2016	\$ 11,700.00	\$ 16,470.00	\$ 4,770.00
Sleeping Rooms		Hilton Austin Airport Hotel - Oct 2016	\$ 50,000.00	\$ 54,862.36	\$ 4,862.36
Hotel Meeting Rooms		Lakeway Resort	\$ 7,488.00	\$ 7,000.00	\$ (488.00)
Hotel AV Services		Lakeway Resort	\$ 3,510.00	0	\$ (3,510.00)
Sleeping Rooms		Lakeway Resort	\$ 18,300.00	\$ 12,750.00	\$ (5,550.00)
ASL Interpreters		Communication by Hand - HUB	\$ 2,500.00	0	\$ (2,500.00)
Keynote Speaker - Oct 2016		Kazique Prince - HUB	\$ 3,000.00	\$ 3,000.00	No Change
Keynote Speaker - June 2017		TBD	\$ 1,000.00	0	\$ (1,000.00)
Event Mobile App Services		Gather Digital	\$ 0	\$ 1,000.00	\$ 1,000.00
Education Technology Services (CTE-specific)		Edutech Visions, LLC - HUB	\$ 22,000.00	\$ 23,000.00	\$ 1,000.00
Web & Moodle Programming		Ensemble Group - HUB	\$ 11,250.00	\$ 4,000.00	\$ (7,250.00)
Conference Support Services		Luna Park Events - HUB	\$ 0	\$ 6,500.00	\$ 6,500.00
Conference Support Services		Innovative Event Management - HUB	\$ 10,000.00	\$ 4,971.63	\$ (5,028.37)
Subtotals: Object Code 6200			\$ 173,664.00	\$ 170,369.99	\$ (3,294.01)
6300 Materials and Supplies					
Meeting supplies		Paper, ink, nametags, signage, etc. (HUB)	\$ 622.00	\$ 602.85	\$ (19.15)
Subtotals: Object Code 6300			\$ 622.00	\$ 602.85	\$ (19.15)
6400 Other Operating					
Travel - Employees		TAMUCC staff	\$ 5,000.00	\$ 5,000.00	No Change
Travel - Non-Employees		Presenters & CTE support specialists	\$ 12,000.00	\$ 15,200.00	\$ 3,200.00
Communications		Telecommunications	\$ 500.00	\$ 550.00	\$ 50.00
Printing & Duplicating		Printing and photocopying expenses	\$ 200.00	0	\$ (200.00)
Other		Reimbursements for substitute teachers	\$ 500.00	\$ 460.00	\$ (40.00)
Other		Other operating expenses	\$ 362.00	\$ 1,500.00	\$ 1,138.00
Subtotals: Object Code 6400			\$ 18,562.00	\$ 22,710.00	\$ 4,148.00
TOTAL BUDGET FOR DIRECT COSTS			\$ 274,074.00	\$ 276,235.44	\$ 2,161.44
Modified Total Direct Costs			\$ 261,574.00	\$ 234,557.08	\$ (27,016.92)
8% Indirect Costs - 8% x MTDC			\$ 20,926.00	\$ 18,764.56	\$ (2,161.44)
BUDGET TOTALS			\$ 295,000.00	\$ 295,000.00	