

STATE OF TEXAS §
COUNTY OF TRAVIS §

Division Number: <u>130/602</u>	Program Name: <u>Live Stream – TEA Meetings</u>
Org. Code: <u>602-005</u>	Legal/Funding Authority: <u>TEC: Title 2, Subtitle B, Chapter 7, Sub-Chapter D, Section 7.106</u>
Speed Chart: <u>6A146</u>	CAPPS Contract #: <u>3375</u>
Payee Name: <u>AdminMonitor</u>	PO #: <u>34738</u>
Payee ID: <u>1742964925</u>	

Amendment # 1

**AMENDMENT TO
STANDARD CONTRACT
BETWEEN
TEXAS EDUCATION AGENCY
AND
AdminMonitor dba TexasAdmin**

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 April 20, 2016 as follows:

ARTICLE III. PURPOSE OF CONTRACT

The purpose of this Amendment is to include four (4) offsite TEA meetings for the *Texas Commission on Next Generation Assessments and Accountability*, see Attachment 3.

ARTICLE IV. PAYMENT UNDER CONTRACT

Contract Amount FY15-16:	\$ 123,050.00
Amendment Amount FY16:	\$ 9,550.00
Contract Total:	\$ 132,600.00

Texas Government Code §2252.901 prohibits the agency into entering into an employment contract, a professional services contract, or a consulting services contract with a former or retired TEA employee before the first anniversary of their last date of regular employment. If TEA enters into a "professional services" contract with a corporation, firm, or other business entity that employs a former or retired employee during the first year of the past employee's departure from the agency, the former or retired employee is restricted from performing services on projects that the employee worked on while employed at TEA.

Texas Government Code §572.069. CERTAIN EMPLOYMENT FOR FORMER STATE OFFICER OR EMPLOYEE RESTRICTED. A former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving a person may not accept employment from that person before the second anniversary of the date the officer's or employee's service or employment with the state agency ceased.

Receipts must be made available for programmatic or financial audit, by TEA and by others authorized by law or regulation to make such an audit, for a period of not less than seven (7) years. All other terms and conditions of the original contract remain the same and are incorporated herein as if specifically written. It is 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.

Brad Beneski
General Manager

Authorized Signature

This section reserved for Agency use.

I, an authorized official of 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 this _____ day of _____ (month/year) by a person authorized to bind Agency.

Return an electronic copy to: TEAContracts@tea.texas.gov
Purchasing, Contracts and Agency Services
Texas Education Agency
1701 North Congress Avenue, Room 2-125
Austin, Texas 78701-1494

Kara Belew
Deputy Commissioner of Finance

Texas Commission on Next Generation Assessments and Accountability

Overview

AdminMonitor will live stream four TEA off-site meetings to be hosted at American Institutes for Research (AIR), 4700 Mueller Blvd., Austin, TX. The charges below are the "extra costs" of doing an off-site meeting, and include no streaming or standard operator time charges. The meeting costs will be split between TEA and AIR and invoiced separately, as outlined. The meeting dates are as follows:

1. April 20th and July 27th, 2016

A. Requirements:

- 1) Live stream – live stream the meeting on AdminMonitor.com using 4 HD cameras provided by AdminMonitor.
- 2) Recordings to be supplied – provide one DVD of the meetings, and one CD of the audio portion of the meetings.
- 3) Audio Setup – provide sixteen table microphones for the horseshoe arrangement and two wireless table microphones for the presenter's table. The wireless microphones at the presenter's table can be used when each group is presenting their conclusions. The audio signal will be fed through a wall jack to the AIR Room Audio system and used as the speaker system for the meeting(s).

B. AIR will provide:

- 1) Internet – A 10mb upload connection with a few ports open for video streaming. AdminMonitor will provide a document with specific computer information and requirements for approval by AIR IT department.
- 2) Audio support – AdminMonitor will need AIR support to use their house audio system as the speakers for the event.
- 3) Presentation support – AdminMonitor will need AIR support to use their house presentation system to transmit VGA from one of the wall jacks for our stream.
- 4) Access – AdminMonitor will need early access to the room, beginning on April 19, 2016 at 5:00 pm (or earlier if possible) to set up. AdminMonitor needs the tables to be set up in their arranged positions by that time.

Project Management Cost

Name	Detail	Price
Recon Meeting	2 people	\$200
Technical Test Meeting	1 person	\$150
Project Management		\$500
Total		\$850

Name	April 20, 2016	July 27, 2016
4 Camera Setup (2 people)	\$300	\$300
Audio Microphone Setup (2 people)	\$400	\$400
Audio Professional During Meeting	\$400	\$400
Audio Equipment Rental	\$2,500	\$2,500
Video Equipment Rental	\$1,500	\$1,500
Total	\$5,100	\$5,100

Name	Price
Project Management	\$850
Audio Microphone Setup	\$5,100
Audio Professional During Meeting	\$5,100
Total	\$11,050

Total Cost for April and July Meeting: AIR will be invoiced for \$6,000 and TEA will be invoiced for \$5,050

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2. May 25, 2016

A. Requirements:

- 1) Live stream – live stream the meeting on AdminMonitor.com using 4 HD cameras provided by AdminMonitor.
- 2) Recordings to be supplied – provide one DVD of the meetings, and one CD of the audio portion (MP3 format) of the meeting.
- 3) Audio Setup – provide fifteen table microphones for the horseshoe arrangement and two table microphones for the presenter's table. The audio signal will be fed through a wall jack to the AIR Room Audio system and used as the speaker system for the meeting.

B. AIR will provide:

- 1) Internet – A 10mb upload connection with a few ports open for video streaming.
- 2) Audio support – AdminMonitor will need AIR support to make use of their house audio system as the speakers for the event.
- 3) Access – AdminMonitor will need early access to the room, beginning on May 24, 2016 to set up. AdminMonitor needs the tables to be set up in their arranged positions by that time.

Project Management Cost

Name	Price
Project Management	\$150
Total	\$150

Name	Price
4 Camera Setup (2 people)	\$300
Audio Microphone Setup (2 people)	\$400
Audio Professional During Meeting	\$400
Audio Equipment Rental	\$2,500
Video Equipment Rental	\$1,500
Total	\$5,100

Total Cost: AIR will be invoiced for \$3,000 and TEA will be invoiced for \$2,250.

Name	Price
Project Management	\$150
May 25, 2016	\$5,100
Total	\$5,250

3. June 13, 2016

A. Requirements:

- 1) Live stream – live stream the meeting on AdminMonitor.com using 4 HD cameras provided by AdminMonitor.
- 2) Recordings to be supplied – provide one DVD of the meetings, and one CD of the audio portion (MP3 format) of the meeting.
- 3) Audio Setup – provide fifteen table microphones for the horseshoe arrangement, two table microphones for the presenter's table and one wireless mic for the facilitator's use. The audio signal will be fed through a wall jack to the AIR Room Audio system and used as the speaker system for the meeting.

B. AIR will provide:

- 1) Internet – A 10mb upload connection with a few ports open for video streaming.

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- 2) Audio support – AdminMonitor will need AIR support to make use of their house audio system as the speakers for the event.
- 3) Access – AdminMonitor will need early access to the room, beginning on June 10, 2016 to set up. AdminMonitor needs the tables to be set up in their arranged positions by that time.

Project Management Cost

Name	Price
Project Management	\$150
Total	\$150

Name	Price
4 Camera Setup (2 people)	\$300
Audio Microphone Setup (2 people)	\$400
Audio Professional During Meeting	\$400
Audio Equipment Rental	\$2,500
Video Equipment Rental	\$1,500
Total	\$5,100

Total Cost: AIR will be invoiced for \$3,000 and TEA will be invoiced for \$2,250.

Name	Price
Project Management	\$150
June 13, 2016	\$5,100
Total	\$5,250