

STATE OF TEXAS §

COUNTY OF TRAVIS §

<b>Division Number:</b>	213- College & Career & Military Prep	<b>Program Name:</b>	CTE Professional Development
<b>Speed Chart:</b>		<b>Legal/Funding Authority:</b>	<a href="#">Public Law 109-270, Carl D Perkins CTE Improvement Act of 2006</a>
<b>Payee Name:</b>	Texas A&M University-Corpus Christi	<b>Contract #:</b>	3589
<b>Payee ID:</b>	1741760663	<b>PO #:</b>	35823
			RFP 701-16-053

Amendment No. 2

**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 June 1, 2017, as follows:

**ARTICLE III. PURPOSE**

The purpose of this amendment is to reallocate funds between tasks, modify two Task 13 activities, and include an additional staff member. *Attachment 1, Revised Schedule of Task Completion and Attachment 3, Revised Budget are attached hereto and incorporated herein.* Task 13 activities 13.1 and 13.2 are hereby amended as follows:

- **Activity 13.1 – CTE Roundtable**  
TAMUCC will collaborate with TEA CTE staff to plan a roundtable forum where a selected group of experienced CTE professionals meet to address a current CTE issue of statewide concern. TAMUCC will assist with (1) identifying possible topics to be discussed, (2) identifying possible facilitator(s) and participants, (3) gathering relevant background information, (4) and preparing a concept paper summarizing the proposed plan.
- **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 plan for a blended learning professional development course for beginning or aspiring CTE administrators. The content of the course will cover the content provided in the existing CTE Leadership Academy. A course outline and course design plan will be developed as part of Task 9: Online Professional Development 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 through August 31, 2017. See *Attachment 3, Revised Budget* for revisions to the allocation of funds.

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

Mayra A. Hough

Digitally signed by Mayra A. Hough  
Date: 2017.07.14 11:12:09 -05'00'

Typed Name, Title

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 7-21-17 (month/day/year) by a person authorized to bind Agency.

Return an electronic copy to: [TEAContracts@tea.texas.gov](mailto: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 Belk  
Deputy Commissioner for Finance

## REVISED SCHEDULE OF TASK COMPLETION, (per amendment 2)

TASK/ACTIVITY	DESCRIPTION	PROJECTED COMPLETION	REVISED COST
<b>TASK 1: 2016 NEW CTE TEACHER CONFERENCE</b>			
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	
<b>TASK 1 SUBTOTAL</b>			<b><u>\$ 76,435.97</u></b>
<b>TASK 2: 2016-17 CTE LEADERSHIP ACADEMY (PHASE 1)</b>			
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	
<b>TASK 2 SUBTOTAL</b>			<b><u>\$ 43,735.85</u></b>
<b>TASK 3: 2016-17 PROFESSIONAL SCHOOL COUNSELOR ACADEMY (PHASE 1)</b>			
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	
<b>TASK 3 SUBTOTAL</b>			<b><u>\$ 34,947.59</u></b>
<b>TASK 4: DEDICATED CTE PROFESSIONAL DEVELOPMENT WEBSITE</b>			
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	
Activity 4.4	Assist with transition to integrated CTE Resources Portal	8/31/17	
<b>TASK 4 SUBTOTAL</b>			<b><u>\$ 7,400.00</u></b>
<b>TASK 5: 2016-17 CTE LEADERSHIP ACADEMY (PHASE 2)</b>			
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	
<b>TASK 5 SUBTOTAL</b>			<b><u>\$ 12,500.00</u></b>
<b>TASK 6: 2016-17 CTE LEADERSHIP ACADEMY (PHASE 3)</b>			
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	
<b>TASK 6 SUBTOTAL</b>			<b><u>\$ 28,000.00</u></b>
<b>TASK 7: 2016-17 PROFESSIONAL SCHOOL COUNSELOR ACADEMY (PHASE 3)</b>			
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	
<b>TASK 7 SUBTOTAL</b>			<b><u>\$ 18,500.00</u></b>
<b>TASK 8: WORK-BASED LEARNING ONLINE TRAINING COURSE</b>			
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	
Activity 8.4	Assist with transition to integrated CTE Online Resource Center	8/31/17	
<b>TASK 8 SUBTOTAL</b>			<b><u>\$ 4,350.00</u></b>
<b>TASK 9: ONLINE PROFESSIONAL DEVELOPMENT TRAINING MODULES</b>			
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	
<b>TASK 9 SUBTOTAL</b>			<b><u>\$ 17,500.00</u></b>

TASK/ACTIVITY	DESCRIPTION	PROJECTED COMPLETION	REVISED COST
<b>TASK 10: CTE 101 PROFESSIONAL DEVELOPMENT ONLINE COUSE</b>			
Activity 10.1	Provide routine course maintenance and student support	8/31/17	
<b>TASK 10 SUBTOTAL</b>			<b><u>\$ 1,000.00</u></b>
<b>TASK 11: FALL EVENT PLANNING</b>			
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	
<b>TASK 11 SUBTOTAL</b>			<b><u>\$ 17,250.00</u></b>
<b>TASK 12: GENERAL PROJECT MANAGEMENT AND REPORTING</b>			
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 <sup>st</sup> half)	2/15/17	
Activity 12.4	Prepare detailed narrative report on project activities (2 <sup>nd</sup> half)	8/31/17	
<b>TASK 12 SUBTOTAL</b>			<b><u>\$ 6,987.88</u></b>
<b>TASK 13: LONG RANGE CTE PROFESSIONAL DEVELOPMENT PLANNING</b>			
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	
<b>TASK 13 SUBTOTAL</b>			<b><u>\$10,700.00</u></b>
<b>Total Direct Costs (Tasks 1-13)</b>			<b>\$ 279,307.29</b>
<b>Modified Total Direct Costs (MTDC)</b>			<b>\$ 196,158.93</b>
<b>Indirect Costs (8%)</b>			<b>\$ 15,692.71</b>
<b>CONTRACT TOTAL (9/1/16 – 8/31/17)</b>			<b>\$ 295,000.00</b>
<b>(Direct Costs + Indirect Costs)</b>			

## Revised Budget (per amendment 2)

			AMENDMENT 1 (3/1/17)	AMENDMENT 2 (6/1/17)	CHANGE
<b>6100 Personnel</b>					
Carole L. Moody	95%	Program Director	\$ 58,465.00	\$ 58,205.00	\$ (260.00)
Lynn Hemmer	25%	Education Administration Faculty		\$ 5,745.00	\$ 5,745.00
Danell Reilly	15%	Program Assistant	\$ 3,013.00	\$ 3,012.48	\$ (0.52)
Payroll Subtotals			\$ 61,478.00	\$ 66,962.48	\$ 5,484.48
Benefits			\$ 21,074.60	\$ 21,903.34	\$ 828.74
<b>Subtotals: Object Code 6100</b>			<b>\$ 82,552.60</b>	<b>\$ 88,865.82</b>	<b>\$ 6,313.22</b>
<b>6200 Contracted Services</b>					
Hotel Meeting Rooms		Hilton Austin Airport Hotel - Oct 2016	\$ 36,816.00	\$ 36,816.00	No Change
Hotel AV Services		Hilton Austin Airport Hotel - Oct 2016	\$ 16,470.00	\$ 16,470.00	No Change
Sleeping Rooms		Hilton Austin Airport Hotel - Oct 2016	\$ 54,862.36	\$ 54,862.36	No Change
Hotel Meeting Rooms		Lakeway Resort – June 2017	\$ 7,000.00	\$ 9,375.00	\$ 2,375.00
Hotel AV Services		Lakeway Resort – June 2017	\$ -	\$ -	No Change
Sleeping Rooms		Lakeway Resort – June 2017	\$ 12,750.00	\$ 12,421.44	\$ (328.56)
ASL Interpreters		Communication by Hand - HUB	\$ -	\$ -	No Change
Keynote Speaker - Oct 2016		Kazique Prince - HUB	\$ 3,000.00	\$ 3,000.00	No Change
Keynote Speaker - June 2017		TBD	\$ -	\$ -	No Change
Event Mobile App Services		Gather Digital	\$ 1,000.00	\$ 1,000.00	No Change
Education Technology Services (CTE-specific)		Edutech Visions, LLC - HUB	\$ 23,000.00	\$ 20,500.00	\$ (2,500.00)
Web & Moodle Programming		Ensemble Group - HUB	\$ 4,000.00	\$ 4,230.00	\$ 230.00
Conference Support Services		Luna Park Events - HUB	\$ 6,500.00	\$ 8,050.53	\$ 1,550.53
Conference Support Services		Innovative Event Management - HUB	\$ 4,971.63	\$ 4,971.63	No Change
<b>Subtotals: Object Code 6200</b>			<b>\$ 170,369.99</b>	<b>\$ 171,696.96</b>	<b>\$ (1,326.97)</b>
<b>6300 Materials and Supplies</b>					
Meeting supplies		Paper, ink, nametags, signage, etc. (HUB)	\$ 602.85	\$ 1,002.80	\$ 399.95
<b>Subtotals: Object Code 6300</b>			<b>\$ 602.85</b>	<b>\$ 1,002.80</b>	<b>\$ 399.95</b>
<b>6400 Other Operating</b>					
Travel - Employees		TAMUCC staff	\$ 5,000.00	\$ 3,645.00	\$ (1,355.13)
Travel - Non-Employees		Presenters & CTE support specialists	\$ 15,200.00	\$ 12,900.00	\$ (2,300.00)
Communications		Telecommunications	\$ 550.00	\$ 329.84	\$ (220.16)
Printing & Duplicating		Printing and photocopying expenses	\$ -	\$ -	No Change
Other		Reimbursements for substitute teachers	\$ 460.00	\$ 460.00	No Change
Other		Other operating expenses	\$ 1,500.00	\$ 406.87	\$ (1,093.13)
<b>Subtotals: Object Code 6400</b>			<b>\$ 22,710.00</b>	<b>\$ 17,741.71</b>	<b>\$ (4,968.29)</b>
<b>TOTAL BUDGET FOR DIRECT COSTS</b>			<b>\$ 276,235.44</b>	<b>\$ 279,307.29</b>	<b>\$ 3,071.85</b>
Modified Total Direct Costs			\$ 234,557.08	\$ 196,158.93	\$ (38,398.15)
8% Indirect Costs - 8% x MTDC			\$ 18,764.56	\$ 15,692.71	\$ (3,071.85)
<b>BUDGET TOTALS</b>			<b>\$ 295,000.00</b>	<b>\$ 295,000.00</b>	