

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

CONTRACT FOR PSYCHO EDUCATION CURRICULUM
Contract No.: CON0001574

This Contract will become effective **upon final signature**, and is by and between the **Texas Juvenile Justice Department**, hereinafter **TJJD or Department**, and **3strands Global Foundation**, [REDACTED] hereinafter **Service Provider**, for the purpose of providing Psychoeducation (PE) curriculum for TJJD Family Reentry Enrichment Specialist (FRES) staff and support in the community. This Contract is identified as **TJJD CONTRACT NUMBER CON0001574**.

This Agreement is composed of the following documents:

1. This Contract and all exhibits;
2. Request for Proposal (RFP) #644-23-062023 and all RFP addendums, hereby incorporated by reference; and
3. Service Provider’s email responses to price form clarification, dated December 20, 2023, January 02, 2024, and January 08, 2024 hereby incorporated by reference; and
4. Service Provider’s proposal, dated December 13, 2023 hereby incorporated by reference.

In the event there is conflict between the Agreement documents, the order of precedence shall be the order listed above.

The development of psychoeducation is related to the passage and implementation of the Community Mental Health Act of 1963, which resulted in deinstitutionalization. This act was developed to provide a more normalized way of living for individuals experiencing psychological disturbances who could be maintained on medications and treated through services in their community.

Psychoeducation (PE) is defined as an intervention with systematic, structured, and didactic knowledge transfer for an illness and its treatment, integrating emotional and motivational aspects to enable patients to cope with the illness and to improve its treatment adherence and efficacy. PE can come in the form of information sharing verbally during a session, written material in the form of psychology tools information and exercise/homework tasks. The respondent will be responsible for facilitating the development/manualizing of the curriculum, providing technical assistance/training. The development of such curriculum will provide an intervention template for TJJD FRES staff working with youth and their families. This framework will provide services to family and youth using psychoeducation concepts and principals.

SECTION I: CONTRACT TERM

The initial term of the contract will be effective **upon final signature through August 31, 2026**. This contract may be renewed for one (1) additional term of two (2) years, provided that both

parties agree in writing through contract amendment to each renewal. Any renewal shall be at the same terms and conditions, including any approved changes.

SECTION II: SERVICE PROVIDER

A. SCOPE OF WORK

1. Service Provider will develop or currently have a PE curriculum for TJJD staff working with youth and families. The Service Provider will be responsible for:

- a. Designing a PE curriculum, PE topics include but not limited to the following:
 - i. Preparing youth for the workplace; (examples: on how to use soft and hard skills by communicating with supervisors, social awareness, time management, relationship skills, identifying triggers and coping skills, handling everyday stressors, impulse control, creating boundaries)
 - ii. Life skills training
 - iii. Positive communication skills and boundaries
 - iv. How to build rapport
 - v. How to identify needs and crisis management
 - vi. Financial literacy
 - vii. Soft job skills
- b. Developing digital workbooks, and training modules that can also be downloaded and printed for reference and for use, for staff to share with families and youth;
- c. Train staff, in person or virtual, on how to use the curriculum when working with FRES families;
- d. Provide training guides for staff;
- e. Providing ongoing Training and Technical Assistance (T/TA).

2. Service Provider shall perform the following tasks:

- a. Develop an individualized curriculum for TJJD staff (individualized curriculum means an individualized curriculum that increases success by treating youth/families based on their unique abilities and backgrounds. Individualized instruction that takes into account the following: Diverse learning styles and intellectual strengths, different rates of learning, and varying socioeconomic backgrounds. With the curriculum to have clearly identified goals, objectives, and expected outcomes.
- b. The curriculum shall include service activities in a manner consistent with best practices for struggling families.
- c. Coordinate with TJJD Family Reentry Enrichment Specialist and other support staff.

- d. Train staff to achieve objectives reflective of the needs of the youth/families served.
- e. Train TJJD staff to deliver curriculum. Service Provider will be required to conduct an initial training for staff on practical application of the curriculum. Initial training outline must be submitted with proposal.
- f. Have support by Susana Velazquez by phone (916) 292-1044 or email susanaV@3sgf.org for T/TA services available Monday through Friday 8 a.m. to 5 p.m.
- f. Bring together programs and services, working within multiple systems serving youth to:
 - i. meet the individualized needs of youth; and
 - ii. complete appropriate service authorization and agreements;
- g. Conduct every other month T/TA Consultation calls with FRES staff.

B. DOCUMENT REQUIREMENTS

1. Fiscal

- a. Service provider shall submit invoices to the TJJD-designated accounting personnel
- b. Service provider shall maintain all financial records in accordance with generally accepted accounting principles.
- c. Service provider shall disclose in writing to the TJJD contract manager any transactions with **related parties** providing goods or services to service provider for which service provider is reimbursed under the terms of this awarded contract.
 - i. A **related party** always includes a family member by blood or marriage, (i.e., spouse, parents, grandparents, child(ren), grandchild(ren), aunt, uncle, niece, nephew, first cousins). In addition, a **related party** is defined as any person or entity involved with service provider in any manner that would result in the ability of either party to significantly influence the management or operation of the other. Examples of **related parties** include, but are not limited to, parent companies, subsidiaries, as well as principal investors, owners, or managers and their relatives as listed above.
 - ii. Service Provider must report to TJJD any transaction with a **related party** that could result in excessive profits from its relationship with the **related party**. If excessive profits are found to have occurred, administrative error sanctions may be imposed.
 - iii. Any violation of this section can be considered a breach and could result in administrative error sanctions or termination.
- d. When a Texas business address is shown hereon, that address is, in fact, the legal business address of the service provider, who meets the definition of a Texas Bidder under Texas Administration Code, Title 34, Sec. 20.32(68).

2. Reports.

- a. Service provider shall submit a monthly T/TA report to the Manager V of Reentry

Systems and Parole Operation or designee no later than ten (10) workdays from the last day of the month. Each monthly Training report must include:

- i. the date T/TA was provided;
- ii. an itemized list of the specific type of T/TA that was rendered; and
- iii. all related time spent for each T/TA session addressing case specific challenges, barriers and issues.

3. General Provisions.

- a. Service provider shall, at the request of TJJD or a juvenile probation department, cooperate with or testify in judicial proceedings, legislative and administrative hearings, or investigations.
- b. Service provider shall abide by licensure code of ethics.
- c. Service provider shall maintain and retain records for a minimum of 7 (seven) years after the termination of the contract period. If any litigation, claims, disputes, or audit involving these records begins before the 7 (seven) year period expires, the service provider will keep the records and documents until all litigation, claims, disputes, or audit findings are resolved. Resolution occurs when a final order is issued in litigation, or a written agreement is entered into between TJJD and the service provider. Contract period means the beginning date through the ending date specified in the original contract or as adjusted by applicable amendment.
- d. Service provider shall forward copies of any audits, monitoring, or investigative reports completed on the service provider within five workdays of receipt.
- e. Service provider shall allow TJJD, juvenile probation departments, or their designee(s) to perform monitoring, performance evaluations, investigations, or audits.
 - i. Service provider shall provide access to inspect and reproduce all records related to services rendered under the awarded contract. These records are necessary to facilitate monitoring, performance evaluations, investigations, or audits.
 - ii. Records include, but are not limited to, contracts, notes, real property documents, accounting/financial records, written policies and procedures, correspondence, performance evaluation data and reports, and any other information pertinent to revenues, costs, expenses, and performance of services provided under the awarded contract belonging to either the service provider, its subsidiaries, parent(s) and/or affiliate(s), including sub-consultants, subcontractors, and employees; and any and all **related parties** to the contract. **Related Party** is discussed above.
 - iii. Upon request by TJJD, a juvenile probation department or the designee of either, and during reasonable business hours, service provider shall provide facilities to the requesting entity to perform any of the functions listed in this subsection, as well as adequate and appropriate work space and copier.
- f. Service provider shall provide information deemed necessary by TJJD to complete any state-required reports related to the services provided under the awarded

contract.

- g. Service provider shall maintain records and submit reports containing such data and information regarding the performance of service providers' services or other data relating to the awarded contract as may be requested by TJJD or by the juvenile probation department.
- h. Service provider shall establish procedures, as approved by TJJD, to document fiscal and service delivery data regarding PE curriculum
- i. Service provider shall, in a format approved by TJJD, develop and submit to TJJD quarterly written reports on fiscal and programmatic trends, as well as an annual report. Programmatic reports shall include a description of the service provider's progress in implementing the provisions under the awarded contract, any pertinent facts, and any staff changes and reasons for any such changes. Service provider shall state whether it is or is not progressing satisfactorily in achieving the terms under the awarded contract and if not, shall specify what steps will be taken to achieve satisfactory progress. Annual reports shall be submitted to the Senior Director for Probation and Community Services by December 1 of each new fiscal year.

C. MEASURES OF PERFORMANCE AND QUALITY OF SERVICES:

1. TJJD has adopted a system of evaluating program effectiveness and promoting continuous improvement by monitoring compliance with the contract agreement, identifying and monitoring targeted performance measures, evaluating the quality of service delivery, requiring modification for any identified area(s) of deficiency, modifying goals to maximize performance; and sustaining continuous improvement. The basis for program evaluation and monitoring includes the following:
 - i. Service provider shall cooperate with and allow periodic request to review PE curriculum, content and overall programming;
 - ii. Service provider progress towards individual outcomes based on identified needs of TJJD FRES staff;
 - iii. Service provider's responsibility for monitoring the operations of the program and improving and correcting deficiencies as they occur; and
 - iv. Service provider's consistency in taking appropriate action within the time specified by TJJD to modify programming for the improvement of TJJD FRES staff outcomes.
2. After contract award, TJJD Probation, Parole and Community Services, Reentry and Parole staff, and the Service Provider may discuss and mutually agree on additional performance measures and standards for Psychosocial intervention.
3. The Service Provider recognizes that TJJD is paying Service Provider to deliver the services specified herein. Service Provider is required to meet a minimum quality level to include at least a ninety-nine percent (99%) ability to access course materials and T/TA. The AQL is defined as the level of service at which the services are available for access as agreed upon in this contract and below which the contract payment may be withheld until corrective actions are taken. In addition, if service remains below the AQL without required correctives being taken, damages may be assessed. If deliverables

stated in this contract are not fulfilled by given deliverable requirements, TJJJ will provide a corrective action plan to the vendor to respond with how service provider will correct the actions in the plan.”

4. In order to evaluate the quality of service delivery and progress toward treatment outcomes, service provider shall be subject to performance standards that will measure their progress in meeting the goals of the PE curriculum being provided. TJJJ may conduct desk reviews during the term of the contract. Prior to any desk review, a monitoring form will be provided, describing the areas to be monitored and reviewed. At a minimum, service provider will be reviewed annually in meeting the included measures of service and performance measures. Additional measures of service and performance measures can be negotiated.

D. MEASURES OF SERVICE:

1. Provide PE curriculum to TJJJ within 120 days of award.
2. Provide in-person or virtual training to eight (8) TJJJ FRES staff on the curriculum within 90 days post submission of curriculum;
3. Provide TJJJ FRES staff with ongoing (TA) on the implementation of the PE curriculum;
4. Conduct every other month (TA) calls with TJJJ FRES staff.
5. Service Provider will be expected to do a three (3) month review following commencement of the FRES training on the curriculum. Ongoing review shall be throughout the project based on TJJJ and FRES feedback and information collected during (TA) to ensure TJJJ FRES staff needs are being addressed.
6. Service Provider will manualize the curriculum for eight (8) TJJJ FRES staff. The manualization will be completed in four (4) months; and create workbooks for TJJJ FRES staff to use with youth in the community.

F. PERFORMANCE MEASURES:

1. Youth and families served through the PE curriculum served will show increased independence, sustainability in the community and strengthened family connection.
2. Youth served will successfully complete parole at higher rates than similar youth who do not participate in the program.
3. Youth receiving services will recidivate at lower rates than similar youth who are not receiving services. (Recidivism is defined as: revocation, rearrests, or reincarceration/incarceration within 12 months of release from an out of home placement or a TJJJ state-operated facility.) the characteristics of similar youth, and the corresponding recidivism rate, will depend upon the target population and be determined at contract award.

G. DELIVERABLES

1. The following are the requirements and expectations for all deliverables:
2. Deliverables required in the plans to execute the services for this contract are noted in the **Table 1** below.

Table 1. Deliverable List

Deliverable No.	Deliverable Description	Estimated Due Date
1	Develop of a PE curriculum for TJJD staff to review	May 2024
2	Service Provider will manualize the curriculum for FRES staff; and create workbooks for FRES staff to use with youth in the community.	July 2024
3	Initial Training by	August 1, 2024
4	Conduct every other month Training/Technical Assistance Consultation calls with FRES staff	October 2024

The following are the requirements and expectations for all deliverables:

1. Deliverables must be provided on the dates specified. Any changes to the delivery date must have prior approval (in writing) by the Regional Parole Manager, Parole Supervisor or designee.
2. All deliverables must be submitted in a format approved by the Regional Parole Manager, Parole Supervisor or designee.
3. If the deliverable cannot be provided within the scheduled timeframe, the Service Provider is required to contact the Regional Parole Manager, Parole Supervisor or designee in writing with a reason for the delay and the proposed revised schedule. The request for a revised schedule must include the impact on related deliverable.
4. A request for a revised schedule must be reviewed and approved by the Regional Parole Manager, Parole Supervisor or designee before placed in effect. Contract Terms and Conditions may dictate remedies, costs, and other actions based on the facts related to the request for a revised schedule.
5. TJJD will complete a review of each submitted deliverable within five (5) working days from the date of receipt unless otherwise stated by TJJD.
6. Relevant quality assurance processes, including but not limited to change management, acceptance, and risk and issue management, will apply.

I. INVOICING

Service Provider will submit invoices to the TJJD Claims Department via email at tjjdinvoice@tjtd.texas.gov and/or via regular mail to, P. O. Box 12757, Austin, Texas 78711 or 1711 San Jacinto, Austin, Texas 78701.

Payment will be made within thirty (30) days from receipt of an invoice or correct and itemized invoice or billing statement. Service Provider shall submit invoice(s) showing the Providers name, address, TJJD contract number, payee I.D., itemization of the services provided, itemized amount of services provided, the name and division of TJJD Contract Manager, vendor remit to address, and telephone number. No payment whatsoever shall be made under this contract without the prior submission of correct and itemized invoices. Payments under this contract are subject to the availability of appropriated funds. Service Provider acknowledges and agrees that payments for services provided under this Contract are contingent upon TJJD's receipt of funds appropriated by the Texas Legislature. Payment will be made in accordance with the Texas Prompt Payment Act, Texas Government Code, Subtitle F, Chapter 2251.

SECTION III TJJD

A. TJJD Requirements:

For and in consideration of the services provided to TJJD youth, TJJD will perform the following at contract award:

1. TJJD will pay Service Provider fees in accordance with **the Exhibit B, Price Form**, at a Not-to-Exceed amount for the initial term of this contract of **seventy-five thousand and zero cents (\$75,000.00)**, for the development of Psychoeducation Curriculum to include manuals, training, and technical assistance for FRES staff. Payments will be made in accordance with Chapter 2251 of the Texas Government Code.
2. Service Provider may be at risk of having payment delayed if service provider's invoice exceeds the contract amount until an amendment is executed to change the amount.
3. Ensure that terms of payment shall be in accordance with Chapter 2251, Texas Government Code and Texas Government Code 403.0551 that payment owing to the Service Provider under this contract will be applied toward elimination of the service provider's indebtedness to the state, delinquency in payment of taxes to the state, or delinquency in payment of taxes that the Comptroller administers or collects until the indebtedness or delinquency is paid in full.

B. Acceptance

Once a deliverable is provided, the TJJD Reentry/Parole Department will confirm the services were performed according to the following criteria for acceptable contractor performance.

1. Delivery date changes must be approved by TJJD Regional Parole Manager.
2. TJJD Manager V of Reentry Systems and Parole Operations shall approve deliverables submitted by Service Provider.
3. TJJD Regional Parole Manager must review and approve revised schedule(s).
4. TJJD will review PE curriculum and give input promptly for any changes.
5. TJJD will review and, if acceptable, will verify the receipt of the manuals. and TJJD will review and if acceptable will verify the receipt of workbooks.
6. TJJD will complete a review of each submitted deliverable within (5) working days from date of receipt, unless otherwise stated by TJJD

If the services are determined to be satisfactory, the Reentry/Parole Department will approve and submit the verified invoices to the TJJD Claims Department for payment.

C. CHANGE CONTROL:

The contract may only be amended or supplemented in writing, executed by the parties hereto or their successors, and expressly made a part of the contract, except that TJJD reserves the right to make unilateral minor administrative changes to correct typographical errors, change the TJJD contract identification number, or increase the “Not to Exceed (NTE)” amount if necessary for continuation of services.

**SECTION IV
NOTICES**

Notices shall be addressed to the Office of General Counsel, Texas Juvenile Justice Department, mailing address: **P.O. Box 12757, Austin, Texas 78711** and to Service Provider at **3941 Park Drive, #20-200, El Dorado Hills, California, 95762**. The following is additional contact information for purposes of this contract:

Service Provider Contact for the Contract:	TJJD Contact for the Contract:
Name: Hannah Clare	Name: Marqus Butler
Phone: (916) 365-2606	Phone: 512-490-7768
Email: hannahc@3sgf.org	Email: Marqus.butler@ttjd.texas.gov
Service Provider Contact for the Training and Technical Assistance	
Name: Susana Velazquez, MSC, LPCA	
Phone: (916)292-1044	
Email: SusanaV@3SGF.org	

CONTRACT ADMINISTRATOR

The Contract Administrator for this contract is responsible for general administration of this Contract, negotiation of any changes, and issuance of written changes/modifications to this Contract.

TJJD CONTACT ADMINISTRATOR

Vickie Griffin, CTCD, Contract Specialist
Texas Juvenile Justice Department
Business Operations and Contracts,
1711 San Jacinto Blvd. Suite 120
Austin, Texas 78701
E-mail: vickie.griffin@tjjd.texas.gov
Telephone: 512-490-7148
Fax: 512-490-7252

ATTACHEMENT AND EXHIBITS TO THE CONTRACT

Exhibit A-Execution of Offer
Exhibit B-Price Form-Corrected 1/5/2024
Exhibit C-Terms and Conditions

IN WITNESS WHEREOF, the parties hereto have made and executed this Contract as of the day and year last below written.

For the Texas Juvenile Justice Department:

 3/18/2024

Shandra Carter, Executive Director Date

For Service Provider:

 02/29/2024

Signature Ashlie Bryant Date
Printed Name

EXHIBIT A EXECUTION OF OFFER

NOTE: RESPONDENT SHALL COMPLETE AND RETURN THIS EXHIBIT WITH PROPOSAL. FAILURE TO DO SO WILL RESULT IN DISQUALIFICATION OF THE PROPOSAL.

By signature hereon, Respondent certifies that:

All statements and information prepared and submitted are current, complete and accurate.

Failure to sign the Execution of Offer or signing it with a false statement shall void the submitted Offer or any resulting contracts.

Prior Disaster Relief Contract Violation. Under Section 2155.006 and 2261.053, Government Code, the vendor or contractor [Respondent] certifies that the individual or business entity named in this bid [Response] or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.

Sections 2155.006 and 2261.053 of the Texas Government Code, prohibit state agencies from accepting a response or awarding a contract that includes proposed financial participation by a person who, in the past five years, has been convicted of violating a federal law or assessed a penalty in connection with a contract involving relief for Hurricane Rita, Hurricane Katrina, or any other disaster, as defined by Section 418.004 of the Texas Government Code, occurring after September 24, 2005. Under Sections 2155.006 and 2261.053 of the Texas Government Code, Therefore, undersigned Respondent certifies that the individual or business entity named in this response or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.

Compliance with Child Support Obligation Pursuant to Texas Family Code Section 231.006

Under Section 231.006 of the Texas Family Code, Respondent must certify that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. Therefore, to assess compliance with Texas Family Code Section 231.006: RESPONDENT MUST PROVIDE, IN THE SPACE BELOW, THE NAME AND SOCIAL SECURITY NUMBER OF AN INDIVIDUAL OWNER, A SOLE PROPRIETOR, AND ALL PARTNERS, SHAREHOLDERS, OR OWNERS WITH AN OWNERSHIP INTEREST OF AT LEAST TWENTY-FIVE (25) PERCENT OF THE BUSINESS ENTITY ENTERING INTO THIS CONTRACT.

For a business entity to which the above does not apply, indicate with "NONE" below.

Name:	Social Security Number:	Percent Ownership:
NONE		

Under Texas Government Code Section 669.003, relating to contracting with an executive head of a state agency, Respondent represents that (1)no person currently serves, (2) a person at any time during the four years before the date of the contract or (3) a person who employs a current or former executive head of TJJJD has served as an executive head of the Texas Comptroller of Public Accounts, TJJJD, or any other

state agency involved with or that has any interest in this proposal or any contract resulting from this solicitation. If Respondent employs or has used the services of a former executive head of TJJJ or other state agency, then Respondent shall provide the following information: Name of former executive, name of state agency, date of separation from state agency, position with Respondent, and date of employment with Respondent.

Pursuant to Section 2271.002 of the Texas Government Code, Respondent certifies that either (i) it meets an exemption criterion under Section 2271.002; or (ii) it does not boycott Israel and will not boycott Israel during the term of the contract resulting from this solicitation. Respondent shall state any facts that make it exempt from the boycott certification in its Response. Respondent also certifies by signature that it is not ineligible to receive the contract pursuant to Section 2252.152 of the Texas Government Code which prohibits TJJJ from awarding a contract to any person who does business with Iran, Sudan, or a foreign terrorist organization as defined in Section 2252.151 of the Texas Government Code.

Advertising Of Award: The Respondent agrees not to refer to awards in commercial advertising in such a manner as to state or imply that the product or service provided is endorsed or preferred by the Department or is considered by the Department to be superior to other products or services.

Immigration: Respondent represents and warrants that it shall comply with the requirements of the Immigration and Nationality Act (8 U.S.C.Â§ 1101 et seq.) and all subsequent immigration laws and amendments.

No Collusion: Offeror represents and certifies its employees, agents and representatives have not and shall not discuss or disclose the terms of their proposal and its submission or response thereto with any third party other than persons or entities which Offeror engaged to assist it with respect to such response or submission.

Respondent represents and warrants that the individual signing this Execution of Offer is authorized to sign this document on behalf of the Respondent and to bind the Respondent under any contract resulting from this Offer.

Respondent certifies that it has not been an employee of TJJJ within the last twelve (12) months.

By their signature below, Respondent acknowledges that it has read and understands the foregoing and certifies to same.

RESPONDENT (COMPANY): 3Strands Global Foundation

SIGNATURE (INK): 

NAME (TYPED/PRINTED) Ashlie Bryant

TITLE: CEO **DATE:** 12/13/2023

EMAIL ADDRESS: ashlieb@3sgf.org

STREET: 3941 Park Drive, Suite 20-200

CITY/STATE/ZIP: El Dorado Hills, CA 95762-4549

TELEPHONE AND FACSIMILE NO.: (916) 365-2606

PAYEE IDENTIFICATION NUMBER: _____ **or FEDERAL**

TAXPAYER IDENTIFICATION NUMBER: 

Exhibit B
PRICE FORM
Correct Price-1/5/2024

Proposal of: 3Strands Global Foundation

Ref.: Psychoeducation Curriculum

RFP No.: 644-23-062023

Having carefully examined all the specifications and requirements of this solicitation and any attachments thereto, the Respondent proposes to furnish the services required pursuant to this solicitation.

Pricing for Services Offered (Price will be firm fixed price)

Service	Qty	Cost	Total Cost
Instructor/Facilitator to train TJJD staff	0.25 FTE 2 Years	\$84,000	\$42000
Curriculum manuals	8	\$40	\$320
Initial training of TJJD staff	2 hrs	\$300	\$600
Training (on going) of TJJD staff	2 Years	\$10,000	\$20,000
Technical Assistance	12 hrs	\$300	\$3,600
*Curriculum/Manual Adaptation/Modifications	1	\$1680	\$1680
*Indirect Costs (10%)			\$6,800
TOTAL for Initial Term of 2 years 7 months			\$75,000
2 Year Renewal to include:			

Service	Qty	Cost	Total Cost
Instructor/facilitator	0.25 FTE 2 Years	\$84,000	\$42,000
Technical Assistance	12 hrs	\$300	\$3,600
Indirect cost, if applicable			\$4,560
Total for 2-year renewal			\$50,160
*Additional Required Services, if applicable (must specify the service)			
GRAND TOTAL			\$125,160.00

*Additional Required Services – Respondent identified services that are required in order for the Respondent to provide their proposed service that do not fall under the cost categories listed.

EXHIBIT C
TERMS AND CONDITIONS

1. Americans with Disabilities Act and Equal Employment Opportunity

Service Provider represents and warrants its compliance with the requirements of the Americans With Disabilities Act (ADA) and its implementing regulations, as each may be amended.

2. Antitrust Affirmation

The undersigned affirms under penalty of perjury of the laws of the State of Texas that (1) in connection with this Contract, neither I nor any representative of the Service Provider have violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15; (2) in connection with this Contract, neither I nor any representative of the Service Provider have violated any federal antitrust law; and (3) neither I nor any representative of the Service Provider have directly or indirectly communicated any of the contents of this Contract to a competitor of the Service Provider or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Service Provider.

3. Assignment

Service Provider shall not assign its rights under the contract or delegate the performance of its duties under the contract without prior written approval from TJJJ. Any attempted assignment in violation of this Section is void and without effect.

4. Intentionally left Blank

5. Buy Texas Affirmation

In accordance with Section 2155.4441 of the Texas Government Code, Service Provider agrees that during the performance of a contract for services it shall purchase products and materials produced in Texas when they are available at a price and time comparable to products and materials produced outside this state.

6. Change in Law and Compliance with Laws

Any alterations, additions, or deletions to the terms of the contract that are required by changes in federal or state law or regulations are automatically incorporated into the contract without written amendment hereto, and shall become effective on the date designated by such law or by regulation.

7. Child Support Obligation Affirmation, Section 231.006, Texas Family Code

Under Section 231.006, Family Code, the vendor or applicant [Service Provider] certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. A bid or an application for a contract, grant, or loan paid from state funds must include the name and social security number of the individual or sole proprietor and each partner, shareholder, or owner with an ownership interest of at least 25 percent of the business entity submitting the bid or application. **FEDERAL PRIVACY ACT NOTICE:** This notice is given pursuant to the Federal Privacy Act. Disclosure of your Social Security Number (SSN) is required under Section 231.006(c) and Section 231.302(c)(2) of the Texas Family Code. The SSN will be used to identify persons that may owe child support. The SSN will be kept confidential to the fullest extent allowed under Section 231.302(e), Texas Family Code.

8. Intentionally left Blank

9. Compliance with Section 572.054, Texas Government Code, Former Officer or Employee of TJJJ

Service Provider certifies compliance with Texas Government Code Section 572.054. Service Provider has not employed a former officer or employee of TJJJ to perform services on Service Provider's behalf, to secure the contract, or to represent Service Provider in any manner prohibited by Section 572.054. A false certification could result in termination of this contract, withholding of payments, or other sanctions.

10. Compliance with the Prison Rape Elimination Act of 2003 (PREA)

Service Provider shall comply with the Prison Rape Elimination Act of 2003 (PREA) (34 U.S.C. 30301 et seq.) and with all applicable standards, rules, regulations, and TJJD policies related to PREA. Service Provider shall make itself familiar with and at all times shall observe and comply with all PREA regulations which affect performance in any manner under this contract. Failure to comply with PREA standards, rules, regulations, and TJJD policies may result in termination of this contract.

11. Intentionally left Blank

12. Confidentiality and Security

Section 1: Service Provider agrees that all of its employees, contractors, subcontractors, or associates will comply with all state and federal law and with TJJD policies regarding maintaining the confidentiality of TJJD youth, including, but not limited to, maintaining confidentiality of student records and identifying information.

Section 2: Service Provider agrees that all information regarding TJJD and/or its youth that is gathered, produced, or otherwise derived from this contract shall remain confidential and subject to release only by permission of TJJD.

Section 3: Service Provider's employees, contractors, subcontractors, or associates who visit any TJJD facility will comply with that facility's security regulations.

Section 4: Identifying pictures, appearances, films, or reports of TJJD youth may not be disclosed by Service Provider without the written consent of TJJD, of the youth and, if under age 18, of the youth's parent, guardian, or managing conservator.

13. Contract Amendment and Merger Clause

This contract encompasses the complete and entire agreement of the parties. Neither party has made nor relied on any representations, stipulations, or agreements other than those expressly contained in this contract. No other contracts or agreements, oral or written, shall constitute a part of this contract unless such is made in writing, executed by the parties hereto or their successors, and expressly made a part of this contract. This contract may only be amended or supplemented in a writing, executed by the parties hereto or their successors, and expressly made a part of this contract, except that TJJD reserves the right to make unilateral minor administrative changes to correct typographical errors, change TJJD contract identification number, or increase the "not to exceed" amount (if applicable) necessary for continuation of services.

14. Intentionally left Blank

15. COVID-19 Vaccine Passport Prohibition

Service Provider certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry to, to gain access to, or to receive service from the Service Provider's business. Service Provider acknowledges that such a vaccine or recovery requirement would make Service Provider ineligible for a state-funded contract.

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18. Damage to Government Property

Service Provider shall be liable for all damage to government-owned, leased, or occupied property and equipment caused by the Service Provider and its employees, agents, subcontractors, and suppliers, including any delivery or cartage company, in connection with any performance pursuant to the contract. Service Provider shall notify the TJJD in writing of any such damage within one (1) calendar day. Service Provider is responsible for the removal of all debris resulting from work performed under the contract.

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20. Dealings with Public Servants Affirmation

Pursuant to Section 2155.003 of the Texas Government Code, Service Provider represents and warrants that it has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the contract.

21. Debts and Delinquencies Affirmation

Service Provider agrees that any payments due under the contract shall be directly applied towards eliminating any debt or delinquency it has to the State of Texas including, but not limited to, delinquent taxes, delinquent student loan payments, and delinquent child support.

22. Disaster Recovery Plan

In accordance with 13 TAC § 6.94(a)(9), Service Provider shall provide to TJJJ the descriptions of its business continuity and disaster recovery plans if it has or is to have custody of vital state records.

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24. Disentanglement Services

(a) The following definitions are incorporated into the contract and relevant to this Article:

- (1) **Disentanglement Period** - the period of time during and after the contract terminates that is necessary to provide disentanglement services.
- (2) **Disentanglement Services** - the obligations of each party imposed upon notice of contract termination or expiration that are designed to extract and protect proprietary data, databases, and structure.

(b) Service provider must provide disentanglement services as soon as possible after Notice of Contract Termination or contract expiration. The disentanglement period shall be for one month unless otherwise agreed upon. If disentanglement services cannot be completed during the agreed disentanglement period, Service provider must notify TJJJ in writing 14 days before the end of the disentanglement period and must include an explanation of the cause for delay and a proposed timeframe for completion.

(c) Disentanglement services that Service provider must provide include: (1) Up-to-date documentation of data format and structure; and (2) documentation of what, if any, of Service provider's proprietary information is embedded within TJJJ data. Service provider should also provide TJJJ with their proprietary data in the same format and structure as used in Service provider's system before Contract Termination. If Service provider is unwilling to provide data in the same format and structure, then Service provider must work with TJJJ or a 3rd party of TJJJ's choice to provide the data and appropriate documentation in an acceptable alternate format agreed to by TJJJ. After completion of the aforementioned obligations, TJJJ shall continue to allow Service provider access to its shared servers so Service provider may uninstall their software, databases, and proprietary data and information. After removal of all proprietary data, Service provider shall confirm removal with written certification of such.

(d) Both parties shall have full access to shared servers, including source code and technical documentation, during the disentanglement period. If any disagreement between the parties arises before disentanglement services are completed, both parties shall continue to have full access while seeking resolution.

(e) Confidentiality requirements, restrictions on use of data, and intellectual property rights described in the contract remain effective until disentanglement services are completed.

25. Dispute Resolution

The dispute resolution process provided for in Chapter 2260 of the Texas Government Code must be used to attempt to resolve any dispute arising under the contract.

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27. Drug-Free Workplace

Service Provider represents and warrants that it shall comply with the applicable provisions of the Drug-Free Work Place Act of 1988 (41 U.S.C. § 701 et seq.) and maintain a drug-free work environment.

28. E-Verify Program

Service Provider certifies that for contracts for services, Service Provider shall utilize the U.S. Department of Homeland Security's E-Verify system (E-Verify) during the term of the contract to determine the eligibility of:

1. all persons employed by Service Provider to perform duties within Texas; and
2. all persons, including subcontractors, assigned by Service Provider to perform work pursuant to the contract within the United States of America.

Service Provider shall provide, upon written request by the TJJD, an electronic or hard copy screenshot of the confirmation that Service Provider is enrolled in E-Verify. Service Provider shall provide, upon written request by the TJJD, an electronic or hard copy of the confirmation or non-confirmation screen containing the E-Verify case verification number for attachment to the Form I-9 for each Service Provider employee, subcontractor, and subcontractor employee that meet the criteria above, following any required E-Verify protocols to allow for the provision of such information.

If it is determined that Service Provider has violated the certifications set forth in this provision, then (1) Service Provider shall be in breach of contract, (2) TJJD shall have the option to terminate the contract for cause without prior notice, and (3) in addition to any other rights or remedies available to TJJD under the contract, Service Provider shall be responsible for all costs incurred by TJJD to obtain substitute services to replace the terminated contract.

29. Energy Company Boycotts

If Service Provider is required to make a verification pursuant to Section 2274.002 of the Texas Government Code, Service Provider verifies that Service Provider does not boycott energy companies and will not boycott energy companies during the term of the Contract. If Service Provider does not make that verification, Service Provider must so indicate in its Response and state why the verification is not required.

30. Entities that Boycott Israel

Pursuant to Section 2270.002 of the Texas Government Code, Service Provider certifies that either: (i) it meets an exemption criterion under Section 2270.002; or (ii) that it does not, and shall not for the duration of the contract, boycott Israel as the term is defined by 808.001(1) of the Texas Government Code.

31. Equal Employment Opportunity

Service Provider represents and warrants its compliance with all applicable duly enacted state and federal laws governing equal employment opportunities.

32. Excess Obligations Prohibited - Funding Out Clause

The contract is subject to termination or cancellation, without penalty to TJJD, either in whole or in part, subject to the availability of state funds.

33. Excluded Parties

Service Provider certifies that it is not listed in the prohibited vendors list authorized by Executive Order No. 13224, "Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism", published by the United States Department of the Treasury, Office of Foreign Assets Control.

34. Executive Head of a State Agency Affirmation

In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Service Provider certifies that it is not (1) the executive head of TJJD, (2) a person who at any time during the four years before the date of the contract was the executive head of the TJJD, or (3) a person who employs a current or former executive head of TJJD.

35. False Statements

Service Provider represents and warrants that all statements and information prepared and submitted in this document are current, complete, true, and accurate. Submitting a Response with a false statement or material misrepresentations made during the performance of a contract is a material breach of contract and may void the submitted Response and any resulting contract.

36. Federal Confidentiality Compliance

Any program that specializes, in whole or in part, in providing treatment, counseling, and/or assessment and referral services for youth with alcohol or other drug problems must comply with federal confidentiality regulations. Said regulations apply only to programs that are federally assisted either directly or indirectly. Service Provider certifies compliance with these federal requirements for confidentiality (42 USC 290dd-2; 42 CFR Part 2) and agrees to comply with said requirements for so long as this contract is in force.

37. Financial Participation Prohibition Affirmation

Under Section 2155.004, Government Code, the vendor [Service Provider] certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.

38. Fingerprinting and Background Check

A. Unless Service Provider is addressed in Section B below, Service Provider shall:

1. As directed, provide information regarding persons providing services under this contract with access to TJJD youth or youth records for a criminal background checks, which may include fingerprinting, criminal records check, sex offender registration records check, PREA employment standards check, child abuse registry check, and drug test. Criminal background checks shall be conducted at TJJD's expense. Any Service Provider employee, agent, consultant, subcontractor, subcontractor employee, or volunteer worker who is unwilling to provide or who does not provide required information will not be allowed to work under this contract. Any Service Provider employee, agent, consultant, subcontractor, subcontractor employee, or volunteer worker shall not work under this contract until the criminal background check is completed and approval is obtained from TJJD's Director of Human Resources.
2. Notify TJJD's Director of Human Resources of any employee, agent, consultant, subcontractor, subcontractor employee, or volunteer worker who works with TJJD youth and who is arrested, indicted, or charged with a criminal offense or who resigns while under investigation for inappropriate conduct or policy violations. Such employee, agent, consultant, subcontractor, subcontractor employee, or volunteer worker shall be immediately suspended from working under this contract unless authorized by TJJD's Director of Human Resources.

B. Service Provider Licensed by the Texas Department of Family and Protective Services

1. Employees, contractors (including subcontractors), or volunteers who provide services in a facility that contracts to accept TJJD youth and that is licensed by the Department of Family and Protective Services (DFPS) must, in order to work with TJJD youth, obtain clearance under DFPS background check rules. Further:

- a. Service Provider must provide sufficient information to allow TJJJ to verify DFPS clearance; and
- b. Service Provider must notify TJJJ's Director of Human Resources **within 24 hours** of learning of the arrest of any employee, contractor (including subcontractor), or volunteer.

C. TJJJ Approval

TJJJ will approve or deny any Service Provider employee, agent, consultant, subcontractor, subcontractor employee, or volunteer worker in accordance with TJJJ policies and procedures. TJJJ's designated contact for criminal background checks is the Human Resources Department, Manager of Criminal Background Checks, (512) 490-7674.

39. Firearm Entities and Trade Association Discrimination

If Service Provider is required to make a verification pursuant to Section 2274.002 of the Texas Government Code, Service Provider verifies that it (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association. If Service Provider does not make that verification, Service Provider must so indicate in its Response and state why the verification is not required.

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41. Foreign Terrorist Organizations

Section 2252.152 of the Texas Government Code prohibits TJJJ from awarding a contract to any person who does business with Iran, Sudan, or a foreign terrorist organization as defined in Section 2252.151 of the Texas Government Code. Service Provider certifies that it is not ineligible to receive the contract.

42. Former Agency Employees

Service Provider represents and warrants that none of its employees including, but not limited to, those authorized to provide services under the contract, were former employees of TJJJ during the twelve (12) month period immediately prior to the date of execution of the contract.

43. Franchise Taxes

Section 1: Service Provider certifies that should Service Provider be subject to payment of Texas franchise taxes, all franchise taxes are current. If such certification is false, this contract may be terminated at the option of TJJJ or other sanctions may be exercised.

Section 2: If Service Provider is exempt from payment of Texas franchise taxes, Service Provider shall so indicate by attachment to this contract.

Section 3: If Service Provider's payment of Texas franchise taxes becomes delinquent during the term of this contract, Service Provider will notify TJJJ within twenty-four (24) hours. If such delinquency cannot be cured within twenty-four (24) hours and a copy of the Certification of Account Status proving payment of delinquent taxes cannot be provided to TJJJ, this contract may be terminated at the option of TJJJ or other sanctions may be exercised under the provisions of this contract.

44. Governing Law and Venue

The contract shall be governed by and construed in accordance with the laws of the State of Texas, without regard to the conflicts of law provisions. The venue of any suit arising under the contract is fixed in any court of competent jurisdiction of Travis County, Texas, unless the specific venue is otherwise identified in a statute which directly names or otherwise identifies its applicability to TJJJ.

45. Human Trafficking Prohibition

Under Section 2155.0061, Government Code, the vendor [Service Provider] certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified

contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.

46. Indemnification (General)

SERVICE PROVIDER SHALL DEFEND, INDEMNIFY, AND HOLD HARMLESS THE STATE OF TEXAS AND TJJJ, AND/OR THEIR OFFICERS, AGENTS, EMPLOYEES, REPRESENTATIVES, CONTRACTORS, ASSIGNEES, AND/OR DESIGNEES FROM ANY AND ALL LIABILITY, ACTIONS, CLAIMS, DEMANDS, OR SUITS, AND ALL RELATED COSTS, ATTORNEY FEES, AND EXPENSES ARISING OUT OF, OR RESULTING FROM ANY ACTS OR OMISSIONS OF SERVICE PROVIDER OR ITS AGENTS, EMPLOYEES, SUBCONTRACTORS, ORDER FULFILLERS, OR SUPPLIERS OF SUBCONTRACTORS IN THE EXECUTION OR PERFORMANCE OF THE CONTRACT AND ANY PURCHASE ORDERS ISSUED UNDER THE CONTRACT. THE DEFENSE SHALL BE COORDINATED BY SERVICE PROVIDER WITH THE OFFICE OF THE TEXAS ATTORNEY GENERAL WHEN TEXAS STATE AGENCIES ARE NAMED DEFENDANTS IN ANY LAWSUIT AND SERVICE PROVIDER MAY NOT AGREE TO ANY SETTLEMENT WITHOUT FIRST OBTAINING THE CONCURRENCE FROM THE OFFICE OF THE TEXAS ATTORNEY GENERAL. SERVICE PROVIDER AND TJJJ AGREE TO FURNISH TIMELY WRITTEN NOTICE TO EACH OTHER OF ANY SUCH CLAIM.

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49. Independent Contractor - Relationship of the Parties

The contract shall not create any joint venture, partnership, agency, or employment relationship between Service Provider and TJJJ. Service Provider and Service Provider's employees, representatives, agents, subcontractors, suppliers, and third-party service providers shall serve as independent contractors in providing the services under the contract. Neither Service Provider nor TJJJ is an agent of the other and neither may make any commitments on the other party's behalf. Should Service Provider subcontract any of the services required in the contract, Service Provider expressly understands and acknowledges that in entering into such subcontract(s), TJJJ is in no manner liable to any subcontractor(s) of Service Provider. In no event shall this provision relieve Service Provider of the responsibility for ensuring that the services performed under all subcontracts are rendered in compliance with the contract.

Service Provider agrees and acknowledges that during the existence of the contract, Service Provider shall be entirely responsible for the liability and payment of Service Provider's and Service Provider's employees' taxes of whatever kind, arising out of the performance of the contract. Service Provider agrees to comply with all state and federal laws applicable to any such persons, including laws regarding wages, taxes, insurance, and workers' compensation. TJJJ shall not be liable to Service Provider, its employees, agents, or others for the payment of taxes or the provision of unemployment insurance and/or workers' compensation or any benefit available to a TJJJ or other state employee. Service Provider shall have no claim against TJJJ for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. Further, Service Provider shall indemnify and hold harmless TJJJ, state agencies, the State of Texas, and/or their employees, agents, representatives, and/or assignees from any liability, actions, claims, demands, or suits, and all related costs, attorneys' fees, and expenses relating to tax liability, unemployment insurance, and/or workers' compensation payments.

50. Insurance

Section 1: Service Provider shall maintain liability insurance in the amount of \$1,000,000.00 for each occurrence of negligence. The insurance must also cover injury to a youth that occurs when the youth is in Service Provider's care, custody, or control.

Section 2: Service Provider shall provide the TJJJ Contracts Department proof of insurance listing TJJJ as an additional insured upon contract execution, upon insurance renewal if coverage expires during the contract term (including contract extensions, if any), and upon request.

Section 3: The required insurance coverage, in the above-stated amount, must be maintained during the term of this contract and through any subsequent extensions. Failure to maintain the required insurance coverage may result in termination of this contract or sanctions.

51. Legal and Regulatory Action

Service Provider represents and warrants that it is not aware of and has received no notice of any court or governmental agency actions, proceedings or investigations, etc., pending or threatened against Service Provider or any of the individuals or entities included in the Response within the five (5) calendar years immediately preceding the submission of the Response that would or could impair Service Provider's performance under the contract, relate to the solicited or similar goods or services, or otherwise be relevant to TJJJ's consideration of the Response. If Service Provider is unable to make the preceding representation and warranty, then Service Provider instead represents and warrants that it has included as a detailed attachment in its Response a complete disclosure of any such court or governmental agency actions, proceedings or investigations, etc. that would or could impair Service Provider's performance under the contract, relate to the solicited or similar goods or services, or otherwise be relevant to TJJJ's consideration of the Response. In addition, Service Provider represents and warrants that it shall notify TJJJ in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update TJJJ shall constitute breach of contract and may result in immediate termination of the contract.

52. Limitation on Authority

Service Provider shall have no authority to act for or on behalf of TJJJ or the State of Texas except as expressly provided for in the contract; no other authority, power or use is granted or implied. Service Provider may not incur any debt, obligation, expense or liability of any kind on behalf of TJJJ or the State of Texas.

53. Lobbying Prohibition

Service Provider represents and warrants that TJJJ's payments to Service Provider and Service Provider's receipt of appropriated or other funds under the contract are not prohibited by Sections 556.005 or 556.0055 of the Texas Government Code.

54. Media Releases

Service Provider shall not use TJJJ's name, logo, or other likeness in any press release, marketing material, or other announcement without TJJJ's prior written approval. TJJJ does not endorse any vendor, commodity, or service. Service Provider is not authorized to make or participate in any media releases or public announcements pertaining to this procurement, the Response or the services to which they relate without TJJJ's prior written consent, and then only in accordance with explicit written instructions from TJJJ.

55. No Conflicts of Interest

Service Provider represents and warrants that the provision of goods and services or other performance under the contract will not constitute an actual or potential conflict of interest or reasonably create the appearance of impropriety. Service Provider has disclosed in writing to TJJJ all existing or potential conflicts of interest relative to the performance of the contract. And if circumstances change during the course of the contract, Service Provider shall promptly notify TJJJ.

56. No Implied Waiver

The failure of a party to insist at any time upon the strict performance of any covenant or agreement or to exercise any option, right, power, or remedy contained in the contract shall not be construed as a waiver or a relinquishment thereof for the future.

57. No Quantity Guarantees

TJJD makes no express or implied warranty whatsoever that a minimum compensation or minimum quantity will be guaranteed under this contract.

58. No Third-Party Beneficiaries

The contract is made solely and specifically among and for the benefit of the parties named herein and their respective successors and assigns, and no other person shall have any right, interest, or claims hereunder or be entitled to any benefits pursuant to or on account of the contract as a third-party beneficiary or otherwise.

59. Notice

Any written notice required under this contract will be either through hand delivery or by U.S. Mail, certified, return receipt requested, to Service Provider at the address indicated on page 1 of the contract and to TJJD at Texas Juvenile Justice Department, Office of General Counsel, P.O. Box 12757, Austin, Texas 78711-2757 or 1711 San Jacinto Blvd., Austin Texas 78701.

60. Notice of Changes

Section 1: Service Provider shall notify TJJD immediately in writing in advance of any significant change affecting Service Provider, including, but not limited to, change of Service Provider's name or identity, location of services, ownership or control, operating entity, governing board membership, key personnel, payee identification number, and any other significant changes that may affect the delivery of services under the terms of this contract.

Section 2: Service Provider shall not transfer or assign this contract or enter into any subcontract for the services under this contract without prior written approval from TJJD.

Section 3: Service Provider shall not relocate the services provided under this contract from the location stated in the preamble, if applicable, without prior written approval from TJJD and a certification that the location to which services are to be relocated is in compliance with Chapter 244, Texas Local Government Code, if applicable.

61. Permits, Certifications, and Licenses

Service Provider represents and warrants that it has determined what licenses, certifications, and permits are required under the contract and has acquired all applicable licenses, certifications, and permits and shall maintain them as necessary throughout the term of the contract.

62. Prior Disaster Relief Contract Violation

Under Sections 2155.006 and 2261.053 of the Texas Government Code, the Service Provider certifies that the individual or business entity named in this Response or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.

63. Prompt Payment

Payment shall be made in accordance with Chapter 2251 of the Texas Government Code, commonly known as the Texas Prompt Payment Act. Chapter 2251 of the Texas Government Code shall govern remittance of payment and remedies for late payment and non-payment.

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65. Public Information Act

Information, documentation, and other material in connection with this Solicitation or any resulting contract may be subject to public disclosure pursuant to Chapter 552 of the Texas Government Code (the "Public Information Act"). In accordance with Section 2252.907 of the Texas Government Code, Service Provider is required to make any information created or exchanged with the State pursuant to the contract, and not

otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

66. Problem Solving in the Ordinary Course of Business

Section 1: The parties to the contract shall use the procedures contained in this provision for routine problem solving. These procedures may also be used if a party is asserting a claim for breach of contract. Should these procedures not resolve claims for breach of the contract, the dispute resolution process provided for in Chapter 2260 of the Texas Government Code must be used.

Section 2: Informal Resolution: Service Provider and TJJD staff will communicate regularly and engage in informal problem-solving efforts as a routine measure, thus preventing differences from becoming major problems. When routine measures have been exhausted, Service Provider and TJJD staff are encouraged to utilize the following mechanism to resolve problems.

Section 3: Formal Resolution:

1. Service Provider or TJJD staff who wish to submit problems for resolution may do so in writing, including all relevant information and a recommended resolution (Statement of Problem).
2. The Statement of Problem will be submitted to the designated contact unless the problem specifically involves the designated contact, in which case, it will be submitted to the designated contact's supervisor.
3. Problems are to be addressed within ten (10) working days; a written decision will be sent to the individual or program that submitted it, with copies retained by the designated contact and the designated contact's supervisor.

Section 4: Appeal: Service Provider or TJJD staff desiring to appeal the decision may do so in writing, within ten (10) working days from the date of written decision, by providing all pertinent information relevant to the appeal to the designated contact's supervisor if the problem was originally addressed by the designated contact, or to TJJD's Office of General Counsel if the problem was addressed by the designated contact's supervisor. When appealed, the problem shall be addressed within fourteen (14) working days, with written responses sent to the individual or program who submitted it, and copies retained by the designated contact, the designated contact's supervisor, and TJJD's Office of General Counsel.

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68. Restricted Employment for Certain State Personnel

Pursuant to Section 572.069 of the Texas Government Code, Service Provider certifies that it has not employed and will not employ a former state officer or employee who participated in a procurement or contract negotiations for TJJD involving Service Provider within two (2) years after the date that the contract is signed or the procurement is terminated or withdrawn. This certification applies to former state officers or employees whose state service or employment ceased on or after September 1, 2015.

69. Restriction on Possession of Weapons

Service Provider agrees that Service Provider or any employees, contractors, subcontractors, or associates providing services on behalf of Service Provider shall not carry or possess any type of firearm or other weapon listed in Texas Penal Code Section 46.01 while rendering services to TJJD youth under this contract. This prohibition includes the carrying of a handgun licensed under the authority of Chapter 411, Subchapter H, Texas Government Code. Service Provider shall be under an affirmative duty to keep weapons out of the possession of TJJD youth in Service Provider's care.

70. Sanctions

Section 1: In addition to its authority to terminate this contract under the termination provision or other provisions of this contract, TJJD, based on information from monitoring or other verifiable sources, may take other actions including, but not limited to:

1. Requiring Service Provider to take specific corrective actions in order to remain in compliance with the terms of this contract; and/or
2. Recouping payment made to Service Provider; and/or

3. Imposing recommendations from audit or investigative findings, and minor or major sanctions; and/or
4. Recovery of damages to the extent allowed by Texas law for each instance of non-compliance; and/or
5. Suspending, placing into abeyance, or removing any contractual rights including, but not limited to, withholding payment.

Section 2: Service Provider shall fully cooperate with TJJD and its authorized representatives in carrying out corrective action plans.

71. Severability

If any provision of the contract is construed to be illegal or invalid, such construction will not affect the legality or validity of any of its other provisions. The illegal or invalid provision will be deemed severable and stricken from the contract as if it had never been incorporated herein, but all other provisions will continue in full force and effect.

72. Signature Authority

Service Provider represents and warrants that the individual signing this contract is authorized to sign this document on behalf of Service Provider and to bind Service Provider under this contract. This contract shall be binding upon and shall inure to the benefit of TJJD and Service Provider and to their representatives, successors, and assigns.

73. Sovereign Immunity

The Parties expressly agree that no provision of the contract is in any way intended to constitute a waiver by the TJJD or the State of Texas of any immunities from suit or from liability that the TJJD or the State of Texas may have by operation of law.

74. Specifications

Service Provider shall provide services in accordance with the specifications contained in this contract. TJJD will determine the answers to all questions that may arise as to the interpretation of the specifications and the quality or acceptability of work performed. Substitutions cannot be made without TJJD prior approval. TJJD will decide the rate of progress of the work and the acceptable fulfillment of services on the part of Service Provider.

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76. State Auditor's and TJJD's Right to Audit

Pursuant to Section 2262.154 of the Texas Government Code, the state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under any contract or indirectly through a subcontract under the contract. The acceptance of funds by Service Provider or any other entity or person directly under the contract or indirectly through a subcontract under the contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Under the direction of the legislative audit committee, Service Provider or other entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit. Service Provider shall ensure that this paragraph concerning the authority to audit funds received indirectly by subcontractors through the contract and the requirement to cooperate is included in any subcontract it awards.

Service Provider shall maintain and retain supporting fiscal documents adequate to ensure that claims for contract funds are in accordance with TJJD and State of Texas requirements. Service Provider shall maintain all such documents and other records relating to this contract and the State's property for a period of seven (7) years after the date of submission of the final invoices or until a resolution of all billing questions or contract issues, whichever is later. Service Provider shall make available at reasonable times and upon

reasonable notice, and for reasonable periods, all information related to the State's property, such as work papers, reports, books, data, files, software, records, and other supporting documents pertaining to this contract, for purposes of inspecting, monitoring, auditing, or evaluating by TJJD, the State of Texas, or their authorized representatives. Service Provider shall cooperate with auditors and other authorized TJJD and State of Texas representatives and shall provide them with prompt access to all of such State's property as requested by TJJD or the State of Texas. Service Provider's failure to comply with this provision shall constitute a material breach of this contract and shall authorize TJJD to immediately terminate and/or assess liquidated damages to the extent allowed by Texas law. TJJD may require, at Service Provider's sole cost and expense, independent audits by a qualified certified public accounting firm of Service Provider's books and records or the State's property. The independent auditor shall provide TJJD with a copy of such audit at the same time it is provided to Service Provider. TJJD retains the right to issue a request for proposals for the services of an independent certified public accounting firm under this contract.

The contract may be amended unilaterally by TJJD to comply with any rules and procedures of the state auditor in the implementation and enforcement of Section 2262.154 of the Texas Government Code.

77. Subcontractors

Service Provider may not subcontract any or all of the work and/or obligations due under this contract without prior written approval of the TJJD. Subcontracts, if any, entered into by the Service Provider shall be in writing and be subject to the requirements of this contract. Should Service Provider subcontract any of the services required in this contract, Service Provider expressly understands and acknowledges that in entering into such subcontract(s), TJJD is in no manner liable to any subcontractor(s) of Service Provider. In no event shall this provision relieve Service Provider of the responsibility for ensuring that the services performed under all subcontracts are rendered in compliance with this contract.

78. Survival

Expiration or termination of the contract for any reason does not release Service Provider from any liability or obligation set forth in the contract that is expressly stated to survive any such expiration or termination, that by its nature would be intended to be applicable following any such expiration or termination, or that is necessary to fulfill the essential purpose of the contract, including without limitation the provisions regarding warranty, indemnification, confidentiality, and rights and remedies upon termination.

79. Suspension and Debarment

Service Provider certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM)* maintained by the General Services Administration.

80. Taxes

Purchases made for state uses are exempt from Texas State Sales Tax and Federal Excise Tax. A Tax Exemption Certificate will be furnished upon written request to TJJD. Service Provider represents and warrants that it shall pay all taxes or similar amounts resulting from the contract, including, but not limited to, any federal, State, or local income, sales or excise taxes of Service Provider or its employees. TJJD shall not be liable for any taxes resulting from the contract.

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83. Termination

Section 1: Service Provider may terminate the contract for convenience by giving one hundred eighty (180) calendar days' written notice to TJJD.

Section 2: TJJD may terminate the contract for convenience on thirty (30) calendar days' written notice. There is no buy out or other amounts due if TJJD terminates early. Upon termination under this provision, Service Provider shall refund to TJJD any amounts attributable to the terminated months within thirty (30) days of the termination.

Section 3: TJJD shall terminate this contract in the event that TJJD is not granted funding to pay for the herein described services or in the event that funding is lost due to either a reduction in the budget or a reallocation of budgeted funds.

Section 4: Cause/Default/Breach: If Service Provider fails to provide the goods or services contracted for according to the provisions of this contract, or fails to comply with any terms or conditions of this contract, TJJD may, upon written notice of default or breach to Service Provider, immediately terminate all or any part of this contract. Termination is not an exclusive remedy, but exists in addition to any other rights and remedies provided in equity, by law, or under this contract. TJJD may exercise any other right, remedy, or privilege available to it under applicable law or may proceed by appropriate court action to enforce the provisions of this contract. The exercise of any of the foregoing remedies will not constitute a termination of this contract unless TJJD notifies Service Provider in writing prior to the exercise of such remedy. Service Provider shall be liable for all costs and expenses, including court costs, incurred by TJJD with respect to the enforcement of any of the remedies listed herein.

84. Unfair Business Practices

Service Provider represents and warrants that it has not been the subject of allegations of Deceptive Trade Practices violations under Chapter 17 of the Texas Business and Commerce Code, or allegations of any unfair business practice in any administrative hearing or court suit and that Service Provider has not been found to be liable for such practices in such proceedings. Service Provider certifies that it has no officers who have served as officers of other entities who have been the subject of allegations of Deceptive Trade Practices violations or allegations of any unfair business practices in an administrative hearing or court suit and that such officers have not been found to be liable for such practices in such proceedings.

85. Use of Contract by Local and State Agencies

This contract shall be available for use by all local governments and state agencies also known as "Customer," **provided** there are no conflicts with any applicable statutes, rules, policies, or procedures.

This contract was competitively solicited, negotiated and awarded or directly awarded in accordance with applicable State of Texas purchasing statutes, rules, policies, and procedures. State agencies and local governments may use the prices shown in this contract to issue their own contract or may negotiate lower rates based on the increase in capacity. Arrangements for delivery of services are contingent upon mutual agreement of the state agency or local government and Service Provider. The state agency's or local government's contract shall reference the TJJD's contract number and be sent directly to the Service Provider.

The terms and conditions set forth herein shall govern all transactions by Customers under this contract. Customers shall not have the authority to modify the terms of this contract, except as to receive better terms or pricing for a particular procurement than those set forth herein. In such event, Service Provider shall furnish a copy of such better offerings to the TJJD. Any savings or rate reductions offered to the other local governments and state agencies as a result of those local governments and state agencies using this contract will be offered to the TJJD. The TJJD shall have the right to modify the original contract to reflect those cost savings and rate reductions. No additional term or condition of a contract issued by a Customer can modify a term or condition of this contract, unless approval is obtained from the TJJD. In the event of a conflict between a Customer's purchase order and this contract, this contract shall prevail.

The Service Provider shall provide services as per the requirements, terms, and conditions of the established contract. The Customer may not deviate from the material requirements of this contract, as Service Provider is not obligated to perform other than as stated within this contract, unless a change is approved by the TJJD. The Customer shall use this contract exclusively while identified as an authorized

user. If the Customer procures services from another provider, Customer's status as an authorized user will be terminated.

The Customer shall request services directly from Service Provider. The Customer shall receive and reconcile invoices and client participation reports independent from the TJJD. The Customer shall work directly with the Service Provider in resolving all issues, including litigation, as they relate to services performed under their contract with Service Provider. The Customer shall be billed directly by the Service Provider and make monthly payments from local funds as per the rates in this contract. The TJJD shall have no obligation to pay Service Provider for monies the Customer may owe Service Provider.”

The Customer agrees to indemnify and hold the TJJD harmless from any and all of the following whether the same be actual or alleged: all loss, damage, claims, suits, taxes, liens, penalties, fines, liability, and expense (including attorneys' fees) howsoever arising or incurred as a result of this contract, including, but not limited to, damages or injuries or death to persons, or injury to or destruction of property.