

**CONTRACT NO. 473-15-00317
BETWEEN
THE PUBLIC UTILITY COMMISSION OF TEXAS
AND
SOLIX, INC.**

The parties to this Contract No. 473-15-00317 for Administration of the Texas Universal Service Fund (TUSF), are the Public Utility Commission of Texas (PUCT), a duly organized agency of the State of Texas with its office located at 1701 N. Congress Ave., Austin, Texas 78701 and Solix, Inc., a corporation with offices located at 30 Lanidex Plaza West, Parsippany, New Jersey 07054.

Article 1. DEFINITIONS

When used in this Agreement, the following terms shall have the following meanings:

1.1 “Public Utility Commission,” “PUCT,” or “Commission” means the Public Utility Commission of Texas acting through its Executive Director and the agency’s designated Contract Administrator.

1.2 “Contractor,” “TUSF Administrator,” or “administrator” means Solix, Inc., and any successors, heirs, and assigns.

1.3 “Services” means any and all services performed and any and all goods and products delivered by Contractor as specified in Attachment A.

Article 2. COMPENSATION

2.1 Compensation. Contractor agrees to provide all services (including labor, expenses, and any other services) described in Attachment A for the firm fixed price of \$2,912,640, to be paid in 48 monthly installments of \$60,680. Contractor understands that the PUCT is not responsible for payment of any costs or expenses exceeding this amount.

If Contractor believes that changes in the scope of services to be performed will require Contractor to increase its fee, it must request the PUCT’s written authorization to increase its fee. The Contractor must document the changes in the scope of services and why they will require additional effort. The PUCT must approve the increase in fee by written amendment to this Agreement before the Contractor performs any services or may invoice the increased fee.

2.2 Payment Process. Contractor shall submit a monthly statement for services or invoice to the PUCT Contract Administrator no later than the 25th day of the month after the month that the services were performed. The invoice must contain the name of the person performing services and a brief description of work performed. No payment will be made for administrative overhead, overtime, etc.

On the statement or invoice, Contractor must include a statement that the invoice accurately describes the services performed and the services were performed in

compliance with the Agreement. The statement or invoice must include the vendor identification number issued by the Texas Comptroller or Contractor's federal taxpayer identification number, a description of the services provided, and the name and division of the PUCT Contract Administrator.

Contractor shall submit the statement or invoice to the PUCT as follows:

By email to: Payables@puc.texas.gov

Or by mail to: Accounts Payable
Operations Division
Public Utility Commission of Texas
P.O. Box 13326
Austin, TX 78711-3326

Upon receiving PUCT's written approval of the invoice, Contractor may withdraw the monthly administration fee directly from the TUSF.

2.3 Payment for Services. Contractor's acceptance of payment releases the PUCT of all claims for compensation owed in connection with this Agreement.

2.4 Payments made to Subcontractors. Contractor shall pay any subcontractor hereunder the appropriate share of payments received not later than the 10th day after the date Contractor receives the payment. The subcontractor's payment shall be overdue on the 11th day after the date Contractor receives the payment. The PUCT must approve Contractor's use of any subcontractor before Contractor engages the subcontractor (see Sec. 5.1).

2.5 Records. Contractor and its subcontractors, if any, shall maintain records and books of account relating to services provided under this Agreement. Contractor shall, for a period of four (4) years following the expiration or termination of this Agreement, maintain its records (electronic and paper) of the work performed under this Agreement. Records include, but are not limited to correspondence concerning the subject of this Agreement between Contractor and the PUCT; Contractor's internal correspondence; and correspondence between Contractor and any third party. Contractor shall make all records that support the performance of services and payment available to PUCT and/or its designees or the State Auditor during normal business hours given reasonable notice, upon the request of the PUCT Contract Administrator.

2.6 Sole Compensation. Payments under this Article are Contractor's sole compensation under this Agreement. Contractor shall not incur expenses with the expectation that the PUCT or any other agency of the state of Texas will directly pay the expense to a third-party vendor irrespective of the reason for incurring those expenses.

Article 3. CONTRACT ADMINISTRATION

3.1 PUCT Contract Administration. The PUCT designates **Jay Stone, CTCM, CTPM** to serve as its primary point of contact and **Contract Administrator** throughout the term of this Agreement. Contractor acknowledges that the PUCT Contract Administrator does not have any authority to amend this Agreement on behalf of the PUCT, except as expressly provided herein. Contractor further acknowledges that such authority is exclusively held by the Commission or its authorized designee, Executive Director **Brian H. Lloyd**.

3.2 Contractor Contract Administration. Contractor designates its Contract Administrator as follows: **Jean Snopkowski**

3.3 Reporting. Contractor shall report directly to the PUCT Contract Administrator and shall perform all activities in accordance with reasonable instructions, directions, requests, rules, and regulations issued during the term of this Agreement as conveyed to Contractor by the PUCT Contract Administrator.

3.4 Cooperation. The Parties' Contract Administrators shall handle all communications between them in a timely and cooperative manner. The Parties shall timely notify each other by email or other written communication of any change in designee or contact information.

3.5 Inquiries and Prompt Referral. Contractor understands that the PUCT does not endorse any vendor, commodity, or service. Contractor, its employees, representatives, other agents, or subcontractors may not issue any media release, advertisement, publication, or public pronouncement which pertains to this Agreement or the services or project to which this Agreement relates or which mentions the PUCT without the prior approval of the PUCT. Contractor will promptly refer all inquiries regarding this Agreement received from state legislators, other public officials, the media, or non-Parties to the PUCT Contract Administrator.

Article 4. REPORTS AND RECORDS

4.1 Written Reports. Contractor will provide written reports to the PUCT in the form and with the frequency specified in Attachment A or as agreed to between the parties.

4.2 Distribution of Consultant Reports. PUCT shall have the right to distribute any consultant report associated with this contract, or to allow another Texas state agency or the Texas legislature to distribute it. PUCT shall also have the right to post any consultant report associated with this contract to the PUCT's website or to the website of a standing committee of the legislature. This provision does not waive any right to confidentiality that PUCT may assert for the report.

Article 5. SUBCONTRACTING PARTIES

5.1 Use of Subcontractors. The Parties acknowledge and agree that at the time of execution of this Agreement, Contractor intends to perform the Services required under this Agreement using its own employees. Contractor will notify the PUCT Contract Administrator of any other proposed subcontract and will work with the PUCT HUB Coordinator to procure such other subcontractor and to submit appropriate subcontractor selection documentation for approval prior to engaging any other subcontractor, such approval not to be unreasonably withheld. Any such other subcontract or subsequent substitution of a subcontractor must be approved according to the terms of Article 7.

5.2 Sole Responsibility. Contractor is solely responsible for the quality and timeliness of the work produced by all subcontractors that Contractor may engage to provide Services hereunder and for the timely payment for all such work produced by all subcontractors that the PUCT accepts and pays for in accordance with the terms of this Agreement.

5.3 Prime Vendor Contract. The Parties expressly agree that this Agreement is intended to constitute a prime vendor contract, with Contractor serving as the prime vendor for delivery of the Services made the subject hereof. Contractor acknowledges and agrees that it is fully liable and responsible for timely, complete delivery of the Services described in this Agreement, notwithstanding the engagement of any subcontractor to perform an obligation under this Agreement.

Article 6. TERM, SUSPENSION, AND TERMINATION

6.1 Term. The term of this Agreement shall begin on September 1, 2015 and shall continue in effect until August 31, 2019 unless sooner terminated under Sections 6.3 or 6.4 of this Agreement.

6.2 Options for Renewal. This Agreement does not provide for any extension options.

6.3 Termination for Cause by the PUCT. If Contractor is in default of any material term of this Agreement, the PUCT may serve upon Contractor written notice requiring Contractor to cure such default. Unless within thirty (30) days after receipt of said notice by Contractor, said default is corrected or arrangements satisfactory to the PUCT, as applicable, for correcting the default have been made by Contractor, the PUCT may terminate this Agreement for default and shall have all rights and remedies provided by law and under this Agreement. If PUCT terminates Contractor under Article 18.12, PUCT need not provide any notice or opportunity for curing the default.

6.4 Termination for the Convenience of the PUCT. The PUCT may, upon sixty (60) days written notice to Contractor, terminate this Agreement whenever the interests of the PUCT so require. The PUCT will only reimburse those expenses already incurred at the time the notice is provided. The PUCT shall not be liable for any damages and/or loss to Contractor as a result of termination for convenience.

6.5. Transfer of Duties. In the event of termination, Contractor will provide reasonable cooperation to transfer its duties under the Agreement to another entity without disruption to the administration of the TUSF.

6.6 Survival. In the event that this Agreement expires or is terminated pursuant to its terms, the rights and obligations of the Parties under it shall end; provided that the provisions of Sections 2.3, 2.5, 2.6, 3.5, 4.2, 6.5, 7.5, 9.2, 9.4 through 9.6, 11.1, 17.2 and 19.1 through 19.4, 19.6, 19.8, and Articles 1, 10, 12, 14, 15, 16, 20, 21, 23, 28, and 29 shall survive in their entirety.

Article 7. ASSIGNMENT, AMENDMENTS, AND MODIFICATIONS

7.1 Material Change Requests. PUCT may propose changes to Attachment A. Upon receipt of a written request from the PUCT for a change to Attachment A, Contractor shall, within a reasonable time thereafter, submit to the PUCT a detailed written estimate of any proposed price and schedule adjustment(s) to this Agreement. No changes to Attachment A will occur without the Parties' written consent as provided in accordance with the terms stated in this Agreement.

7.2 Changes in Law, Rules, or Rulings. Subsequent changes in federal or state legislation, rules and regulations or rulings by the PUCT may require modification of the terms of this Agreement, including an increase or decrease in Contractor's duties or compensation. In the event of such subsequent changes to statutes, rules, and/or regulations, the PUCT and Contractor shall negotiate the terms of a contract modification in good faith and incorporate such modification into this Agreement by written amendment.

7.3 No Assignment of Duties. This Agreement shall be binding upon and inure to the benefit of the permitted successors and assigns of any Party (including by merger of Contractor or otherwise by operation of law); provided however that Contractor shall not otherwise, without the prior written consent of the PUCT, assign or transfer this Agreement or any obligation incurred under this Agreement. Any attempt by Contractor to assign or transfer this Agreement or any obligation incurred under this Agreement, in contravention of this paragraph, shall be void and of no force and effect.

7.4 Amendments and Modifications. This Agreement may not be amended or modified in any manner except by written instrument executed by authorized representatives of the Parties in accordance with the terms of this Agreement.

7.5 Binding on Successors. The terms of this Agreement shall be binding on any successor organization of any of the Parties.

Article 8. REPRESENTATIONS, WARRANTIES AND COVENANTS

8.1 Warranty of Performance. Contractor represents, warrants, and covenants that it will perform the services outlined in Attachment A in a professional and workmanlike manner, consistent with professional standards of practice in the professional industry.

8.2 Warranty of Services. Contractor warrants that the services shall be rendered by the qualified personnel named in Section 19.7 of this Agreement. If Services provided under this Agreement require a professional license, then Contractor represents, warrants, and covenants that the activity will be performed only by duly licensed personnel.

Article 9. RISK OF LOSS AND PROPERTY RIGHTS

9.1 Risk of Loss. The risk of loss for all items to be furnished hereunder shall remain with Contractor until the items are delivered to the PUCT, at which time the risk of loss shall pass to the PUCT.

9.2 Ownership. Except for materials where any intellectual property rights are vested in a third party, such as software or hardware, in which case such rights shall remain the property of the third party, all finished materials, conceptions, or products created and/or prepared for on behalf of the PUCT and purchased by the PUCT, or on behalf of the PUCT, that the PUCT has accepted as part of the performance of services hereunder, shall be the PUCT's property exclusively and will be given to the PUCT either at the PUCT's request during the term of the Agreement or upon termination or expiration of the Agreement. Notwithstanding the foregoing, materials created, prepared for, or purchased exclusively by the PUCT or on behalf of the PUCT are the PUCT's exclusive property regardless of whether delivery to the PUCT is effectuated during or upon termination or expiration of this Agreement.

9.3 Licensed Software. Contractor may obtain software licenses as an agent of the PUCT for software that is used by Contractor solely for the purpose of providing services under this Agreement. Contractor shall provide the PUCT with a copy of any software license obtained by Contractor as an agent for the PUCT for the purpose of providing services under this Agreement.

9.4 Prior Works. Except as provided herein, all previously owned materials, conceptions, or products shall remain the property of Contractor and nothing contained in this Agreement will be construed to require Contractor to transfer ownership of such materials to the PUCT.

9.5 Trademarks. The Parties agree that no rights to any trademark or service mark belonging to another Party or to any non-Party are granted to any other Party by this Agreement, unless by separate written instrument. The PUCT acknowledges and agrees that use of any trademark associated with any software provided by Contractor under this Agreement does not give the PUCT any rights of ownership in the trademark or the software.

9.6 Program Information. Program information, data, and details relating to Contractor's services under this Agreement shall be maintained separately from Contractor's other activities. Contractor shall undertake all reasonable care and precaution in the handling and storing of this information.

9.7 Provision to be Inserted in Subcontracts. Contractor shall insert an article containing paragraphs 9.2 and 9.6 of this Agreement in all subcontracts hereunder except altered as necessary for proper identification of the contracting Parties and the PUCT under this Agreement.

Article 10. PUBLIC INFORMATION

10.1 Texas Public Information Act. (Texas Government Code Chapter 552). The Parties acknowledge that notwithstanding any other provisions of this Agreement, the Texas Public Information Act ("PIA") governs the treatment of all information held by or under the control of the Commission. The Commission will notify Contractor of requests for Contractor's information as provided under the PIA.

10.2 Agreement Not Confidential. The Parties acknowledge that not all terms of this Agreement may be confidential pursuant to the Texas Public Information Act, regardless of whether those terms are marked "Proprietary," "Trade Secret," or "Confidential." Contractor further acknowledges that in the event of a dispute over the release of a proposal or part of a proposal the PUCT is bound by the decision made by the Office of the Attorney General of Texas.

10.3 Contractor's Duty to Provide Public Information. Contractor is required, at no additional charge to the state, to make available in a format that is accessible by the public any information created or exchanged with the state pursuant to this contract. If information created or exchanged with the state pursuant to this contract is excepted from disclosure under the Texas Public Information Act, Contractor will not be required to make the information available to the public, but may be required to facilitate the PUCT's provision of the information to the Texas Attorney General for a decision on the information's confidentiality.

Article 11. CONFLICTS OF INTEREST AND EMPLOYMENT RESTRICTION

11.1 No Conflicting Relationships. Contractor certifies to the Commission that no existing or contemplated relationship exists between Contractor and the Commission that interferes with fair competition or is a conflict of interest, and that no existing or contemplated relationship exists between Contractor and another person or organization, whether or not located within the State of Texas, that constitutes or will constitute a conflict of interest for Contractor with respect to the Commission.

11.2 Prohibition on Transactions with Parties Adverse to Commission. Contractor agrees that during performance of this Agreement, it will neither provide contractual services nor enter into any agreement, oral or written, to provide services to a person or

organization that is regulated or funded by the Commission or that has interests that are directly or indirectly adverse to those of the Commission. The Commission may waive this provision in writing if, in the Commission's sole judgment, such activities of the Contractor will not be adverse to the interests of the Commission.

11.3 Notice of Conflict. Contractor agrees to promptly notify the PUCT of any circumstance that may create a real or perceived conflict of interest, whether arising prior to or during the term of the contract. Contractor agrees to use its best efforts to resolve any real or perceived conflict of interest to the satisfaction of the PUCT. Contractor's failure to do so shall be grounds for termination of this contract for cause, pursuant to Section 6.3.

Article 12. INDEMNIFICATION

Contractor shall indemnify, defend and hold harmless the PUCT, the State of Texas, and its officers, agents, employees, representatives, contractors, assignees, and designees from any and all liabilities, claims, demands or causes of action, and all related costs, attorney fees and expenses of whatever kind or nature asserted by a third party and occurring in any way incident to, arising out of, or in connection with acts or omissions of Contractor, its agents, employees and subcontractors, committed in the conduct of this Agreement. Any defense shall be coordinated by contractor with the Office of the Attorney General when Texas State Agencies are named defendants in any lawsuit. Contractor may not agree to any settlement without first obtaining the concurrence from the Office of the Attorney General. Contractor and the PUCT agree to furnish timely written notice to each other of any such claim.

Article 13. INSURANCE

Contractor agrees to comply with all state and federal laws applicable to the liability and payment of Contractor and Contractor's employees, including laws regarding wages, taxes, insurances, and workers' compensation. Neither the PUCT nor the State of Texas shall be liable to the Contractor, its employees, agents, or others for the provision of unemployment insurance and/or workers' compensation or any benefit available to a state employee.

13.1 Minimum Insurance. Contractor shall, at its sole cost and expense, secure and maintain as a minimum, from the Effective Date and thereafter during the term of this Agreement, for its own protection and the protection of the PUCT:

(a) commercial liability insurance, covering, at a minimum, the following categories of liability within the following limits: (i) bodily injury and property damage - \$1,000,000 limit per occurrence, \$2,000,000 aggregate, (ii) medical expense - \$5,000 limit per person, (iii) personal injury and advertising liability - \$1,000,000 limit, (iv) products/completed operations - \$2,000,000 aggregate, (v) damage to premises rented - \$50,000 limit;

(b) automobile liability coverage for vehicles driven by Contractor's employees (\$500,000 per occurrence); and

(c) workers' compensation insurance in accordance with the statutory limits, as follows:

(i) employer's liability - \$1,000,000 each incident, (ii) disease - \$1,000,000 each employee and \$1,000,000 policy limit.

The PUCT shall be named an additional insured on the commercial liability and automobile policies.

13.2 Certificates of Insurance. Contractor shall furnish to the PUCT certificates of insurance, signed by authorized representatives of the surety or insurers, of all such bonds and insurance and confirming the amounts of such coverage within ten (10) days of the Effective Date of this Agreement, and upon request thereafter. Contractor shall provide the PUCT Contract Administrator with timely renewal certificates as the coverage renews. Failure to maintain such insurance coverage specified herein, or to provide such certificates promptly, shall constitute a material breach of this Agreement. Contractor shall provide thirty (30) days written notice of any notice for renewal and/or cancellation of insurance.

Article 14. DISPUTE RESOLUTION

The Parties agree to resolve disputes arising under this Agreement through the dispute resolution process provided for in Chapter 2260 of the Texas Government Code and Subchapter C of the PUCT Rules for Administrative Services.

Article 15. SOVEREIGN IMMUNITY

The State of Texas and the PUCT do not waive sovereign immunity by entering into this Agreement and specifically retain immunity and all defenses available to them under the laws of the State of Texas or the common law.

Article 16. GOVERNING LAW

Notwithstanding anything to the contrary in this Agreement, this Agreement shall be deemed entered into in the State of Texas and shall be governed by, construed and interpreted in accordance with the laws of the State of Texas that apply to contracts executed in and performed entirely within the State of Texas, without reference to any rules of conflict of laws. The Parties consent to the exclusive jurisdiction of the State of Texas. The Parties hereby submit to the jurisdiction of the courts located in, and venue is hereby stipulated to, the state courts located in Travis County, Texas. Each Party stipulates that it is subject to the jurisdiction of the courts located in Travis County, Texas, for any cause of action arising from any act or omission in the performance of this Agreement. Further, each Party hereby waives any right to assert any defense to jurisdiction being held by the courts located in Travis County, Texas, for any cause of action arising from any act or omission in the performance of this Agreement.

Article 17. COMPLIANCE WITH LAW

17.1 General. Contractor shall comply with all federal, state, and local laws, executive orders, regulations, and rules applicable at the time of performance. Contractor warrants that all services sold hereunder shall have been produced, sold, delivered, and furnished in strict compliance with all applicable laws and regulations to which they are subject, including Equal Employment Opportunity laws. All laws and regulations required in agreements of this character are hereby incorporated by this reference.

17.2 Taxes. Contractor agrees to comply with any and all applicable state tax laws that may require any filing with and/or payment to the State of Texas as a result of any action taken as a result of this Agreement.

17.3 Workers' Compensation. Contractor agrees that it shall be in compliance with applicable state workers' compensation laws throughout the term of this Agreement.

17.4 Employee Eligibility. Contractor agrees to utilize the U.S. Department of Homeland Security's E-Verify system to determine the eligibility of: 1) all persons employed during the contract term to perform duties within Texas; and 2) all persons (including subcontractors) assigned by the contractor to perform work pursuant to the contract.

17.5 Conflicts. Contractor agrees to abide by the requirements of and policy directions provided by the Texas statutes and the rules and regulations of the PUCT, and will inform and consult with the PUCT when further interpretations or directions are needed in order to fully implement the rules and regulations of the Commission. In the event that Contractor becomes aware of inconsistencies between this Agreement and a Texas statute or PUCT rule, Contractor will so advise the PUCT and will cooperate fully to revise applicable provisions of this Agreement as necessary.

Article 18. CONTRACTOR'S CERTIFICATION

By accepting the terms of this Agreement, Contractor certifies that, to the extent applicable, it is in compliance with the following requirements and prohibitions. Contractor understands and agrees that a false certification may lead to termination of this Agreement for cause.

18.1 Prohibitions on Gifts. Contractor 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 this Agreement.

18.2 Delinquent Obligations. Contractor is not currently delinquent in the payment of any franchise or sales tax owed to the State of Texas, and is not delinquent in the payment of any child support obligations under applicable state law.

18.3 Terrorist Financing. The PUCT is federally mandated to adhere to the directions provided in the President's Executive Order (EO) 13224, Executive Order on Terrorist Financing – Blocking Property and Prohibiting Transactions With Persons Who Commit, Threaten to Commit, or Support Terrorism, effective 9/24/2001 and any subsequent changes made to it, via cross referencing respondents/vendors with the Federal General Services Administration's System for Award Management (SAM), <https://www.sam.gov/>, which is inclusive of the United States Treasury's Office of Foreign Assets Control (OFAC) Specially Designated National (SDN) list.

<http://www.treasur.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>

Respondent certifies that the responding entity and its principals are eligible to participate in this transaction and have not been subjected to suspension, debarment, or similar ineligibility determined by any federal, state or local governmental entity and that Respondent is not listed on the federal government's terrorism watch list as described in Executive Order 13224. Entities ineligible for federal procurement are listed at: <https://www.sam.gov/>

18.4 Antitrust. Neither Contractor nor anyone acting for Contractor has violated the antitrust laws of this State, codified in Section 15.01, et seq. of the Texas Business and Commerce Code or the Federal Antitrust Laws, nor has communicated directly or indirectly to any competitor or any other person engaged in such line of business for the purpose of obtaining an unfair price advantage.

18.5 Family Code. Contractor has no principal who is ineligible to receive funds under Texas Family Code Section 231.006 and acknowledges that this Agreement may be terminated and payment may be withheld if this certification is inaccurate.

18.6 Prohibited Compensation. Contractor has not received compensation from the PUCT, or any agent, employee, or person acting on the PUCT's behalf for participation in the preparation of this Agreement.

18.7 Government Code. Under Texas Government Code Section 2155.004, Contractor certifies that the individual or business entity named in this contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and/or payment withheld if this certification is inaccurate.

18.8 Outstanding Obligations. Payments due under the contract will be applied towards any debt that is owed to the State of Texas, including but not limited to delinquent taxes and child support.

18.9 Contracting with Executive Head of State Agency. Contractor certifies this Agreement is in compliance with Texas Government Code Section 669.003 relating to contracting with the executive head of a State agency. If Texas Government Code Section 669.003 applies, bidder will complete the following information in order for the bid to be

evaluated: Name of Former Executive; Name of State Agency; Date of Separation from State Agency; Position with Bidder; and Date of Employment with Bidder.

18.10 Buy Texas. Contractor will comply with Texas Government Code Section 2155.4441, pertaining to service contracts regarding the use of products produced in the State of Texas.

18.11 Hurricane Recovery. Under Texas Government Code Section 2155.006, Contractor certifies that the individual or business entity named in this proposal is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.

18.12 E-Verify. Except as otherwise prohibited by federal law, Contractor certifies and ensures that it utilizes and will continue to utilize, for the term of this Contract, the U.S. Department of Homeland Security's E-Verify system to determine the eligibility of:

1. All persons hired to perform duties within Texas, during the term of the Contract; and
2. All persons (including subcontractors) hired by the Respondent to perform work pursuant to the Contract, within the United States of America.

To the extent permitted by applicable laws, the Contractor shall provide, upon request of PUCT, an electronic or hardcopy screenshot of the confirmation or tentative non-confirmation screen containing the E-Verify case verification number for attachment to the Form I-9 for the three most recent hires that match the criteria above, by the Contractor, and Contractor's subcontractors, as proof that this provision is being followed.

If this certification is falsely made, the Contract may be immediately terminated, at the discretion of the state and at no fault to the state, with no prior notification. The Contractor shall also be responsible for the costs of any re-solicitation that the state must undertake to replace the terminated Contract.

Article 19. GENERAL PROVISIONS

19.1 Relationship of Parties. Contractor is and shall remain at all times an independent contractor, and nothing in this Agreement shall be deemed to create a joint venture, partnership, employment, franchise, master-servant, or agency relationship between the Parties. Except as expressly provided to the contrary elsewhere in this Agreement, no Party has any right or authority to act on behalf of another Party, nor to assume or create any obligation, liability or responsibility on behalf of another Party. Under no circumstances shall the relationship of employer and employee be deemed to arise between the PUCT and Contractor's personnel. Contractor shall be solely responsible for achieving the results contemplated by this Agreement, whether performed by Contractor, its agents, employees or subcontractors.

19.2 Taxes and Statutory Withholdings. Contractor acknowledges that it is not a PUCT employee, but is an independent contractor. Accordingly, it is Contractor's sole obligation to report as income all compensation received by Contractor under the terms of this Agreement. Contractor is solely responsible for all taxes (federal, state, or local), withholdings, social security, unemployment, Medicare, Workers' Compensation insurance, and other similar statutory obligations (of any governmental entity of any country) arising from, relating to, or in connection with any payment made to Contractor under this contract. Contractor shall defend, indemnify and hold the PUCT harmless to the extent of any obligation imposed by law on the PUCT to pay any tax (federal, state, or local), withholding, social security, unemployment, Medicare, Workers' Compensation insurance, or other similar statutory obligation (of any governmental entity of any country) arising from, relating to, or in connection with any payment made to Contractor under this Agreement. Further, Contractor understands that neither it nor any of its individual employees is eligible for any PUCT employee benefit, including but not limited to holiday, vacation, sick pay, withholding taxes (federal, state, local), social security, Medicare, unemployment or disability insurance, Workers' Compensation, health and welfare benefits, profit sharing, 401(k) or any employee stock option or stock purchase plans. Contractor hereby waives any and all rights to any such PUCT employment benefit.

19.3 Notice. Except as otherwise stated in this Agreement, all notices provided for in this Agreement shall be (a) in writing, (b) addressed to a Party at the address set forth below (or as expressly designated by such Party in a subsequent effective written notice referring specifically to this Agreement), (c) sent by FedEx, with proper postage affixed and (d) deemed effective upon the third business day after deposit of the notice in the U.S. Mail.

IF TO THE PUCT:

ATTENTION: Brian H. Lloyd, Executive Director
1701 N. Congress Ave., 7th Floor
Austin, TX 78701

With copies to the PUCT Contract Administrator, and Erica Duque, CTPM, CTCM, at the same address.

IF TO CONTRACTOR:

ATTENTION: Jean Snopkowski, Director – Government Programs
30 Lanidex Plaza West
Parsippany, NJ 07054

19.4 Headings. Titles and headings of paragraphs and sections within this Agreement are provided merely for convenience and shall not be used or relied upon in construing this Agreement or the Parties' intentions with respect thereto.

19.5 Export Laws. Contractor represents, warrants, agrees and certifies that it (a) shall comply with the United States Foreign Corrupt Practices Act (regarding, among other things, payments to government officials) and all export laws and rules and regulations of the United States Department of Commerce or other United States or foreign agency or authority and (b) shall not knowingly permit any non-Party to directly or indirectly, import, export, re-export, or transship any intellectual property or any third Party materials accessed by Contractor during the course of this Agreement in violation of any such laws, rules or regulations.

19.6 Preprinted Forms. The use of preprinted forms, such as purchase orders or acknowledgments, in connection with this Agreement is for convenience only and all preprinted terms and conditions stated thereon are void and of no effect. The terms of this Agreement cannot be amended, modified, or altered by any conflicting terms, provisions, or conditions contained in a proposal or a preprinted form, such as purchase orders or acknowledgements. If any conflict exists between this Agreement and any terms and conditions on a proposal, purchase order, acknowledgment, or other preprinted form, the terms and conditions of this Agreement will govern.

19.7 Specific Personnel. Contractor has identified the personnel for this assignment ("Team"), as follows: Eric Seguin, Senior Vice President - Government Programs; Allen Lane, Senior Vice President and Chief Financial Officer; Bill Ingersoll, Senior Vice President and Chief Information Officer; Carol Kenner, Vice President and Chief Accounting Officer; Jean Snopkowski, Director - Government Programs; Judy Caille, Manager - State Program Management; Monique Robinson, Director - Accounting Operations; Jennifer Moy, Manager - Financial Reporting; Karin Benson, Manager - Billing/Collections and Accounts Payable; John Bochicchio, Assistant Treasurer; Michael Quinn, Senior Director - Applications Development; Mary Angeles ("Ayet") Gonzalez, Manager - Applications Development.

Contractor warrants that it shall use its best efforts to avoid any changes to the Team during the course of this Agreement. Should personnel changes occur during the contract period, Contractor will recommend to the PUCT personnel with comparable experience and required qualifications and training. The PUCT must approve any change in personnel on this project in writing. Contractor shall provide individuals qualified to perform the tasks assigned to such individual. At the PUCT's request, Contractor shall remove from the project any individual whom the PUCT finds unacceptable. Contractor shall replace such individual with another individual satisfactory to the PUCT as soon as practicable.

19.8 Publicity. Contractor understands and agrees that no public disclosures or news releases pertaining to this Agreement or any results or findings based on information provided, created, or obtained to fulfill the requirements of this agreement shall be made without the prior written approval of the PUCT.

Article 20. NO IMPLIED WAIVER

The failure of any party, at any time, to enforce a provision of this contract will not constitute a waiver of that provision; will not affect the validity of this contract or any part of it; and will not affect the right of any party to enforce each and every provision.

Article 21. INCORPORATION OF PROPOSAL AND ORDER OF PRECEDENCE

The terms described in the proposal submitted by Solix in response to RFP 473-15-00317 (hereinafter, Solix's Proposal) are hereby incorporated into this contract. In the event of conflicts or inconsistencies between the Terms and Conditions of this Contract, the Statement of Work, and/or Solix's Proposal, the following order of precedence shall determine which document controls:

- 1) The Terms and Conditions of this Contract shall control over all other documents;
- 2) Attachment A, Statement of Work shall control over Solix's Proposal; and
- 3) The terms of Solix's Proposal shall control if neither the Terms and Conditions of this Contract nor the Statement of Work contradict it.

Article 22. FORCE MAJEURE

Neither the PUCT nor Contractor will be considered in default in the performance of its obligations under this contract to the extent that the performance of such obligations is prevented or delayed by any cause beyond the reasonable control of the affected party, which such party could not, by due diligence have avoided, including but not limited to acts of God, severe weather, explosions, riots, acts of war, or orders of legal authority. Such causes will not relieve either party of liability in the event of its failure to use due diligence to remedy the situation and remove the cause in an adequate manner, with all reasonable dispatch, and to give notice and full particulars of the same in writing to the other party as soon as possible after the occurrence of the cause that prevented or delayed performance of the obligations. If the event of Force Majeure continues for a period of more than one hundred and eighty (180) days, either party thereafter may terminate this contract upon giving at least ten (10) days prior written notice to the other party.

Article 23. SEVERABILITY

If any provision of this contract is held unlawful or otherwise unenforceable, such provision will be severed and deemed deleted and the remainder of this contract will continue in full force and effect, as if such provision had never existed.

Article 24. FUNDING OUT CLAUSE

This contract is contingent upon the continued availability of funding. If funds become unavailable through lack of appropriations, legislative or executive budget cuts, amendment of the Appropriations Act, state agency consolidations, or any other disruptions of current appropriations, provisions of the Termination Article shall apply. Any contract resulting from this solicitation is contingent upon the continued availability

of lawful appropriations by the Texas Legislature. *See* Texas Constitution, Article III Section 49, State Debts; and Texas General Appropriations Act for the 2014-2015 Biennium, Article IX, Section 6.03, Excess Obligations Prohibited.

Article 25. DRUG FREE WORKPLACE POLICY

The contractor shall comply with the applicable provisions of the Drug-Free Work Place Act of 1988, 41 U.S.C. § 8102, et seq., and 48 CFR § 52.223-6 Drug-Free Workplace) and maintain a drug-free work environment. The requirements of the Drug Free Workplace Act and the rules interpreting it are incorporated by reference and the contractor shall comply with the relevant provisions thereof, including any amendments that may hereafter be issued.

Article 26. SUBSTITUTIONS

Substitutions are not permitted without written approval of the PUCT.

Article 27. PAST PERFORMANCE

A Respondent's past performance will be measured based upon pass/fail criteria, in compliance with applicable provisions of Texas Government Code Sections 2155.074, 2155.075, 2156.007, and 2157.125. Respondents may fail this selection criterion for any of the following conditions:

- 1) Having a score of less than 90% in the Vendor Performance System;
- 2) Being currently under a Corrective Action Plan through the Texas Comptroller of Public Accounts (CPA);
- 3) Having repeated negative Vendor Performance Reports for the same reason; or
- 4) Having purchase orders that have been cancelled in the previous 12 months for non-performance (i.e. late delivery, etc.).

Contractor performance information is located on the CPA web site at:
http://www.window.state.tx.us/procurement/prog/vendor_performance/.

CPA may conduct reference checks with other entities regarding past performance. In addition to evaluating performance through the Vendor Performance Tracking System (as authorized by 34 Texas Administrative Code § 20.108), CPA may examine other sources of vendor performance including, but not limited to, notices of termination, cure notices, assessments of liquidated damages, litigation, audit reports, and non-renewals of contracts. Any such investigations shall be at the sole discretion of CPA, and any negative findings, as determined by CPA, may result in non-award to the Respondent.

Article 28. RIGHT TO AUDIT

Pursuant to Section 2262.003 of the Texas Government Code, the State Auditor may conduct an audit or investigation of Contractor or any other entity or person receiving funds from the state directly under this Agreement or indirectly through a subcontract

under this contract. The acceptance of funds by Contractor or any other entity or person directly under this contract or indirectly through a subcontract under this 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, Contractor or any 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. Contractor will ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through the vendor and the requirement to cooperate is included in any subcontract awards.

Article 29. ENTIRE AGREEMENT

This contract, including Attachment A, constitutes the entire agreement and understanding between the parties with regard to its subject matter and supersedes and merges all prior discussions, writings, negotiations, understandings, and agreements concerning the provision of these services. Any terms and conditions attached to a solicitation will not be considered unless specifically referred to in this Agreement.

In WITNESS WHEREOF both parties by their duly authorized representatives have executed this contract effective as of September 1, 2015.

The Public Utility Commission of Texas Contractor

By: 

Brian H. Lloyd
Executive Director

By: 

Jack Miller
President and Chief Executive Officer

Date Signed:
8-17-15

Date Signed:
8.18.15

ATTACHMENT A

STATEMENT OF WORK

The purpose of this contract is to delegate the ministerial functions of the TUSF administration Contractor through contractual agreement. The PUCT will monitor and supervise the TUSF administrator's activities related to the operation and administration of the TUSF. The TUSF administrator shall be subject to annual performance audits and financial audits at the PUCT's discretion.

Pursuant to Texas Utilities Code § 56.023, the PUCT has adopted rules that address the administration of the TUSF. The PUCT reserves the exclusive power to revise rules related to the operation and administration of the TUSF and to monitor and supervise the implementation of its rules.

In administering the TUSF, contractor shall comply with Texas Utilities Code Chapter 56, Subchapter B, and PUCT Substantive Rule 26.420, which describe requirements of the TUSF administrator and programs that the TUSF administrator will be required to administer.

In addition to the duties described in Texas Utilities Code Chapter 56, Subchapter B, and PUCT Substantive Rule 26.420, the TUSF Administrator shall be responsible for performing other duties as determined by the PUCT. Other activities the TUSF administrator will be expected to perform to carry out its duties include, but are not limited to, the following:

- A. The TUSF administrator must create and maintain databases and record keeping processes and procedures for the TUSF that are separate and distinct from the databases and processes and procedures for any other funds that may be managed by the TUSF administrator.
- B. The TUSF administrator will receive inquiries from legislators, telecommunications providers, the PUCT, the media and the general public. The TUSF administrator must be appropriately staffed to respond to such inquiries in a professional, consistent manner, and in accordance with PUCT directives. The TUSF administrator may respond directly to inquiries from telecommunications providers and STAP vendors to assist them in paying into or receiving funds from the TUSF. The TUSF administrator must refer all other requests from third parties to the PUCT.
- C. The TUSF administrator will keep debt collection activities updated on a monthly basis as authorized by the PUCT.
- D. Undistributed fund monies must be invested in secure short-term instruments designed to minimize risk while providing maximum liquidity and return on investment. The TUSF administrator will be expected to propose investment strategies to the PUCT and manage an investment plan approved by the PUCT. The TUSF administrator must be staffed with one or more persons qualified to

propose investment strategies and manage an investment plan.

- E. The TUSF administrator will be required to perform incidental tasks necessary to support administration of the TUSF such as development and maintenance of mailing lists, development and maintenance of procedures manuals, reconciliation of mailing lists, maintenance, testing and upgrades of the computer system, establishment of budgets, schedules and cost tracking systems.
- F. From time to time, the TUSF administrator will be involved in resolving disputes regarding assessments and disbursements. In this capacity, it will be necessary for the TUSF administrator to either employ alternative dispute resolution techniques such as mediation and arbitration or have access to such expertise.
- G. The TUSF Administrator shall verify that all appropriate information has been provided by each ETP, local exchange company (LEC), other entities or agencies and shall issue disbursements to ETPs, LECs, other entities and agencies within 45 days of the due date of their reports except as otherwise provided.

ADDITIONAL INFORMATION

The current TUSF program is described in Chapter 56 of PURA and consists of the programs described below.

- A. Texas High Cost Universal Service Plan (THCUSP) (PUCT Subst. R. 26.403). Under this section, the administrator is required to calculate and disburse monthly support payments to eligible telecommunications providers (ETPs) qualified to receive funds under the THCUSP. The administrator will receive monthly access line information from each ETP, including the total number of eligible lines for which each ETP seeks TUSF support. Additionally, the administrator will receive reports detailing the rates each ETP is charging for residential and single-line business customers under this section along with a calculation of each ETP's base support, as adjusted. The administrator will make the following adjustments in the determination of the actual support payment each ETP may receive each month: access revenues adjustment (if necessary), decrease payment based upon Federal USF high cost support received. Finally, the administrator will ensure that it receives an annual statement from each ETP that it is qualified to participate in the THCUSP before disbursing funds to the ETP;
- B. Small and Rural Incumbent Local Exchange Company (ILEC) Universal Service Plan (PUCT Subst. R. 26.404). The administrator is responsible for computing and distributing monthly support payments to ETPs under the Small and Rural ILEC Universal Service Plan. The monthly support amount for each ETP will be calculated by the administrator by multiplying the per-line amount established by the PUCT times the number of eligible lines for the month. The administrator will receive a monthly report detailing each ETP's number of eligible lines. Additionally, the administrator will receive an annual statement from each ETP that it is qualified to participate in the Small and Rural ILEC Universal Service Plan and will not disburse funds to the ETP until it is received;
- C. Implementation of the Public Utility Regulatory Act §56.025 (PUCT Subst. R.

26.406). The administrator will receive copies of PUCT final orders from incumbent local exchange carriers awarded support under PURA § 56.025 indicating the amount of support granted to the incumbent local exchange carrier under this section. The administrator is responsible for disbursing support payments to eligible incumbent local exchange carriers;

- D. **Additional Financial Assistance.** (PUCT Subst. R. 26.408). The administrator will receive copies of PUCT final orders from incumbent local exchange carriers awarded additional financial assistance indicating the amount of support granted to the incumbent local exchange carrier under this section. The administrator is responsible for disbursing support payments to eligible incumbent local exchange carriers;
- E. **Universal Service Fund Reimbursement for Certain IntraLATA Service** (PUCT Subst. R. 26.410). The TUSF administrator will receive proper backup information to calculate the proper support payments from non-electing chapter 58 companies;
- F. **Lifeline Service Program.** (PUCT Subst. R. 26.412). The TUSF administrator will receive information from each ETP related to its Lifeline programs. Each ETP will file an initial report with the administrator indicating that its Lifeline program meets the requirements of this rule. Each ETP will report the total number of qualified low-income consumers provided Lifeline service each month. Lifeline Support is broken down in 4 categories: Total Service Resale (TSR), Non-Total Service Resale (Non-TSR, Lifeline), Lifeline Service Agreement (LSA) and Small Rural Lifeline. The administrator is responsible for disbursing support payments to eligible ETPs;
- G. **Telecommunications Relay Service (TRS)** (PUCT Subst. R. 26.414). The TUSF administrator will make disbursements to the Relay Texas carrier at rates, terms, and conditions established in the PUCT's contract with the carrier. The administrator will receive PUCT approval of monthly claims for reimbursement by the carrier;
- H. **Specialized Telecommunications Assistance Program (STAP)** (PUCT Subst. R. 26.415). The TUSF administrator will make disbursements to STAP vendors as processed and approved by the PUCT;
- I. **Audio Newspaper Assistance Program,** The TUSF administrator will make a disbursement to the audio newspaper contractor as approved by the PUCT.
- J. **Service to Uncertificated Areas,** PURA §56.209

Reporting Functions

The following is a listing of the reports the contractor will be required to provide with an explanation of each report. These reports are provided on a monthly basis unless otherwise noted. In addition to the reports listed below, the contractor will be required to provide ad hoc reports requested by the commission. PUCT is entitled, but not required, to verify all reports by reviewing (as applicable) bank statements, detailed general ledger accounts, cash flow statements and back up,

reports from the collection agency, letters to aging accounts, data and activity month reports, RMT forms, or any other information available. To facilitate this, all RMT forms will be processed in the month they are received.

Monthly Reports

- A. **Statement of Fund Performance** – Reports information processed by the TUSF Administrator for an activity month by category. The report includes revenues, assessments for current period, and disbursements listed by category as reported on the Form RMT-1 and Form RMT-2 worksheets. Information on fund disbursements for an additional 10 categories that are paid directly to agencies is also listed. In addition, fund balance tracking is provided on the report.
- B. **Aging** – Complete history of Accounts Receivable Aging by 30, 60, 90, 120, 150 and over 150 days.
- C. **Collections Activity** – Reporting of any collection activities that have occurred that month through the collection agency.
- D. **Bank Reconciliation** – Includes a schedule of Investments including Annualized Yield, Detailed general ledger transactions from contractor database by account, bank statements, and Outstanding Check list.
- E. **Cash Flow** – Breakdown of Cash Analysis for fiscal year by month. This report includes actual cash activity for receipts from contributors, payments by support program, cash from investments by market and the ending cash and cash equivalents.
- F. **Cash Flow with backup** – A detailed summary of each category that is listed on the cash flow. Each category listed is broken down by tab and lists the company contributing or receiving funds.
- G. **Data Month and Activity month files** – Reports highlighting every line item reported on the Form RMT-1 and RMT-2 worksheets submitted by telecommunication service providers by month; includes reports noting:
 - i. Total Taxable Telecommunications Receipts (Reported under Chapter 151 of the Texas Tax Code,
 - ii. Interstate Receipts,
 - iii. Intrastate Telecommunications Services Receipts reported by each telecommunication service provider,
 - iv. TUSF Assessments Payable by each telecommunication service provider,
 - v. High Cost Support Disbursements to eligible ETPs,
 - vi. FUSF High Cost Support,
 - vii. Small and Rural ILEC Support Disbursements to eligible ETPs,
 - viii. Small and Rural ILEC Support Eligible Lines,
 - ix. Small and Rural Lifeline Support,
 - x. Non-TSR Lifeline Support Disbursements to eligible ETPs ,
 - xi. Non-TSR Lifeline Counts ,

- xii. Listing of ETP's Purchasing Wholesale Lifeline Discounts, including amount,
- xiii. TSR Lifeline Support Disbursements to eligible RETPs,
- xiv. TSR Lifeline Support Counts ,
- xv. TSR Lifeline Support Adjustment Amounts ,
- xvi. Listing of ILEC's Selling Wholesale Lifeline Discounts,
- xvii. Lifeline Settlement Agreement Disbursements by Territory
 - a. Summary of total LSA Lifeline Support
 - b. Summary of total LSA Lifeline Counts
 - c. AT&T Territory –
 - 1. Total Count of Lifeline Customers Receiving Additional Lifeline and
 - 2. Total Disbursements,
 - d. Embarq Central Territory –
 - 1. Total Count of Lifeline Customers Receiving Additional Lifeline and
 - 2. Total Disbursements,
 - e. Embarq United Territory –
 - 1. Total Count of Lifeline Customers Receiving Additional Lifeline and
 - 2. Total Disbursements,
 - f. Verizon Territory –
 - 1. Total Count of Lifeline Customers Receiving Additional Lifeline and
 - 2. Total Disbursements,
 - g. Windstream SW Territory
 - 1. Total Count of Lifeline Customers Receiving Additional Lifeline and
 - 2. Total Disbursements,
 - h. Total of all Territories – Count of Lifeline Customers and Dollars, Tel-Assistance Support count and amount, PURA amount, IntraLATA Amount Summary,
- xviii. IntraLATA Hospital Amount ,
- xix. IntraLATA School Amount ,
- xx. IntraLATA Telemedicine Amount ,
- xxi. IntraLATA Count Summary ,
- xxii. IntraLATA Hospital Count ,
- xxiii. IntraLATA School Count ,
- xxiv. IntraLATA Telemedicine Count ,
- xxv. High Cost Uncertified areas amount,
- xxvi. FUSF Loss Recovery ,
- xxvii. Additional Financial Assistance amount,
- xxviii. Total Support
- xxix. Net Remittance
- xxx. Lines for which ETP seeks support.

- H. **STAP Check Register** – Listing of monthly processed STAP payments processed by the TUSF Administrator by vendor and voucher number.
- I. **Disbursement Memo Copies for the Activity Month** – A PDF file to include all disbursements made to agencies for the Activity Month.
- J. **GL Trial Balance**
- K. **Payment Register** – An excel spreadsheet for all disbursements that were made out of the fund for the activity month broken down by category (Support Payment, STAP Payment, Agency Payment, Refunds and Total Payment).
- L. **Disbursement Reconciliation Report of Support** – Comparison of Cash Flow and Activity Month Support Disbursements used to ensure reports reconcile.
- M. **Texas USF Interest Breakdown** – Running report of interest income broken down by investment type and amount per month.
- N. **Statement letters** –PDF file of Statements mailed to providers for outstanding or credit balances.

Quarterly Reports:

- A. **Delinquent Filers** – Listing of all participants that have not reported Form RMT-1 or RMT-2 worksheets to the TUSF Administrator. Report lists Company ID, Name and Address, Carrier Type, Last Reported date, and Delinquent months not reported.
- B. **Transparency Reports** – Quarterly listing of all cash flow information for the quarter as required for PUCT Project Number 39939

Tasks

Annual Support Verification – Provide Annual Support form to carriers that receive High Cost and Small and Rural Support to attest that they are still entitled to the support they are receiving.

Database Scrubs:

– Compare PUCT database to TUSF Administrators database to assure that everyone who is required to report TUSF is doing so. Follow up to resolve any open carrier's issues.

– Compare FCC database to TUSF Administrators database to assure that everyone who is required to report TUSF is doing so. Follow up to resolve any open carrier's issues.

Follow up to resolve any open carriers.

Annual IntraLATA verification by circuit. Carriers to provide contact name, email and phone to verify that the circuits are still running.

Contractor Requirements

All Reports and Invoices are due to the PUCT by the 25th of the month following the month in which they are incurred.

Entities that are due money based on their RMT form submitted by the 25th of the month must be paid by the 10th of the following month. If the 10th falls on a weekend the first business day before the 10th is the payment deadline.

Contractor is required to have an on-line system for entities to submit their RMT forms. The PUCT must have access to that system and have the ability perform research and run reports.

Contractor is required to pay all invoices presented and approved by the PUCT and Texas Department of Assistive and Rehabilitative Services (DARS) administrative expenses within 10 calendar days.

Contractor is responsible for setting up a bank account separate from any other account for the sole purpose of administering the TUSF.

Contractor is required to have a current \$2,000,000 letter of credit or performance bond on file with the PUCT for the duration of the contract.

Contractor must submit an investment policy to be approved by the PUCT.

Liquidated Damages

If contractor breaches this agreement by failing to meet deadlines, payments to the entities receiving benefits under the TUSF programs could be compromised. Damages to PUCT resulting from contractor's failure to timely meet its obligations would be difficult to calculate at the time of breach, so this contract includes the following liquidated damages associated with the following deadlines:

- If contractor fails to provide a report or invoice by the deadline, contractor shall pay \$5,000 and \$1,000 a day thereafter in liquidated damages.. Reports or Invoices corrected after the due date are considered late and contractor will owe liquidated damages
- If contractor fails to pay an entities that is due money based on their RMT form submitted by the 25th of the month by the 10th of the following month or the first business day before the 10th if the 10th falls on a weekend, contractor shall pay \$25,000 plus \$1,000 a day thereafter in liquidated damages.
- If contractor fails to pay an invoice presented and approved by the PUCT or an administrative expense of the Texas Department of Assistive and Rehabilitative Services by the 10th business day, contractor shall pay liquidated damages of \$10,000 plus \$1,000 a day thereafter.

Security Policy

Contractor shall provide notice to PUCT's Project Manager and PUCT's Information Security Officer as soon as possible following contractor's discovery or reasonable belief that there has been unauthorized use, exposure, access, disclosure, compromise, modification, or loss of sensitive or confidential information ("Security Incident").

Within twenty-four (24) hours of the discovery or reasonable belief of a Security Incident, contractor shall provide a written report to PUCT's Information Security Officer detailing the circumstances of the incident and actions taken. Contractor shall comply with agency policies regarding building access and physical security as appropriate. Contractor shall comply with agency's Computer Services Security Policies as appropriate. PUCT will provide a copy of its Computer Services Security Policies by the effective date of the contract and updates, as applicable. Contractor shall conform to the State of Texas Security policies and procedures for handling data.

Contractor acknowledges that no personally identifiable or private information collected will be used, sold or shared by the contractor for any purpose other than the intended purpose.

In the event of a security breach where names, mailing addresses, birthdates, social security numbers, credit card information and driver's license data are disclosed, contractor will be responsible for notifying anyone affected by such a security breach. Failure to comply with security standards may lead to the suspension or termination of this contract.