



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 000005236

Payment Terms: NET30 Freight Terms: FOB Destination Ship Via: VNRD PCC: X Date: 05/08/18 PO Method: DG Dispatch: Dispatch Rev Dc Via Print

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: INNOVATION EVENT MANAGEMENT, LP

5508 W HIGHWAY 290

SUITE 208

AUSTIN TX 78735-8816

United States

Ship To:

1P15 - Gov. Strat. Comm.

3800 Jackson Avenue

Austin TX 78731

United States

Bill To:

4000 Jackson Avenue

Austin TX 78731

United States

Vendor ID: 12600183011

Purchaser: Paula A Ramsey

512/465-4193

512/465-5641

Email: Paula.Ramsey@TXDMV.gov

Fax:

DMV_FIN-INVOICES@TXDMV.gov

PO Information:

Change Orders: Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes shall be in the scope of original work. No verbal change orders shall be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by TXDMV Purchasing Section.

Payment: Payment will be made in accordance with the Texas Prompt Payment Act, TGC, Subtitle F, Chapter 2251. Vendor shall submit one copy of a correct itemized invoice showing the purchase order number, page ID, remit to address, and phone number on invoice. Vendors may submit an electronic invoice. All electronic invoices shall be sent to DMV_FIN-INVOICES@txdmv.gov (note: There is an underscore " _ " between DMV and FIN). All invoices received at the email address will be filed for future reference and you will receive a receipt confirmation email. To avoid the confusion of duplicate invoices, please do not send other copies of this invoice via regular mail, fax or other means. On emails for electronic invoices, include the company name (as it appears on the invoice) and the purchase order number in the subject line to assist in identifying and processing your invoices in a timely manner. TXDMV will not incur any penalty for late payment if payment is made in 30 days or less from receipt of goods or services and a correct invoice, which-ever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number. Each SVCU (service unit) is priced at \$1.00. A SVCU is a TXDMV internal system unit of measure. Vendor shall invoice at the price(s) for work authorized under the purchase order.

Innovation Event Management, LP Contact: John-Morris Edwards 512-358-1000 Ext. 206 john-morris.edwards@temshows.com

TXDMV Contact: Mari Henson 512-465-1443 Mari.Aaron@txdmv.gov

This is awarded for Best Value through TXMAS Contract# TXMAS-15-54101.

Authorized Signature

Paula Ramsey, CPM, CFM

05/08/2018



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000005236

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1 - 1	AAMVA Texas Conferences Video Production Services for three videos, May 9, 2018 through May 8, 2021.	925/91	29564.2500	UNT	\$1.00000	\$29,564.25	06/04/2018
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Schedule Total

RegID:
0000005981

Video Production Services for three videos to highlight the State of Texas and TXDMV for AAMVA Conference attendees.
 June 2018 - 'Teaser' Video to be shown at AAMVA Region 2 Conference in Myrtle Beach, SC
 June 2019 - Feature Video to be shown at AAMVA Region 2 Conference in Austin, TX
 August 2020 - Highlight Video to be shown at AAMVA International Conference in Texas (city TBA)
 NOTE: Reference to attached bid document and vendor response for detail on specifications, requirements and timelines.

Budgets for each video based on expectations and requirements of TXDMV.
 Item will invoice and draw down the funds for the work with itemized invoices for each video.

Work includes:

- Video Production Plan
- Video Production Services Buy
- Video Production Services Placement
- Ongoing Video Production Services Oversight - Monitoring, Reporting and Cost control.
- Project Closeout Report and Sign Off

Item Total for Line # 1

Total PO Amount

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted unless authorized by Purchaser prior to Shipment.

Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: <http://www.txdmv.gov/contractors-vendors>

Authorized Signature
Paula Ramsey, CRM, CFM
 05/08/2018

Texas Department of Motor Vehicles
 Requisition

Business Unit	60800	Origin	GSC	Requestor	Mari Henson	BCM Status	Valid
Requisition ID	000005981	Status	Approved	Requestor	Phone	Req Approval	04/06/2018
Requisition	03/27/2018	Description	AAMVA TX Cont Video Production				

HEADER COMMENTS:
 AAMVA TX Conferences - Video Production Services for three (3) Videos to feature the state of Texas and TXDMV for the AAMVA Conference attendees
 IFB specifies requirements and timelines - deliverables due in FY18, FY19 and FY20
 TXDMV is a member agency of AAMVA and the TXDMV Executive Director is a member of the AAMVA board and will host Texas conferences.
 Videos will highlight the state of Texas and the TXDMV

Line	Description	UOM	Qty	Price	Amount	Line Status
1	AAMVA TX Conferences Video Production Services	EA	3	8,333.35	25,000.05	Approved

Vendor ID	Vendor Name	Vendor Loc	Class	Item	Buyer
			915	82	Paula Ramsey

Line	Dist	Account	Fund	Dept ID	Program	PCA	Appn. Yr.	Agy CF1	Agy CF2	Amount	Location
1		729900	0010	230001			2018			8,333.35	Government and Strategic Comm
2		729900	0010	230001			2019			8,333.35	Government and Strategic Comm
3		729900	0010	230001			2020			8,333.35	Government and Strategic Comm

Comments
 1 >>AAMVA TX Conferences - Video Production Services for 3 Videos to highlight the state of Texas and TXDMV for AAMVA Conference attendees
 June 2018 - 'Teaser' Video to be shown at AAMVA Region 2 Conference in Myrtle Beach, SC
 June 2019 - Feature Video to be shown at AAMVA Region 2 Conference in Austin, TX
 August 2020 - Highlight Video to be shown at AAMVA International Conference in Texas (city TBA)
 NOTE: Refer to attached IFB document for detail on specifications, requirements and timelines >>

Total Requisition: \$25,000.05

FOR PURCHASING USE ONLY
 Are Goods/Services available from:
 State Surplus Yes/No
 CCG Yes/No
 TBM Yes/No
 TCI Yes/No
 Term Yes/No
 DIR Yes/No
 Justification to why Goods/Services were not purchased from available source (if applicable)

Handwritten:
 TXMAS-16-050001
 18-000002
 15-5401

Handwritten: X

Handwritten: 5236

ANSWER	QUESTION
All on camera talent, interviews, locations are selected	1 In your request you state that the concept development and copywriting will be provided by TXDMV, has there been any content concept done to this point that will give us a better indication of the overall approach to the project? Such as, on camera talent, interviews, multiple locations, etc.
Animation: Simple 2D	2 Will the graphics/illustrated animations in the scope be of a 2D or 3D variety and how complex will they be?
No	3 Do we need to include a stock/video photography budget in this scope? (I see that it says research for each of these items.)
Yes	4 For submitting do I just need to fill out the below form and send it back to you with a price per video?
Because of the questions I am pushing the response date out until Friday, 4-20-2018 by 10:00 am.	5 Is there a specific time you need the bid by tomorrow?
Example: Any basic tourism video that combines live talent with stock video footage and a voiceover. Here is an example: https://www.ibtta.org/blog/austin-texas-living-laboratory-tolling-innovation	6 Do you have samples of past videos or videos with similar scope you can share?
Welcome to Texas	7 What is the Message?
Members of a trade association	8 Who is the Audience?
Yes	9 Are all three entirely different videos (Concept/Writing/Execution)?
Speaker Comments	10 Concept Development: What is the video style (Interviews / Speaker Introductions / Kiosk Imagery)?
No	11 Site selection: Outside of Texas?
Writing/script provided completed	12 Copywriting: Writing provided completely, or is it an outline?
ADDITIONAL Q&A	
We do not anticipate using locations that require paid permitting, but will seek permissions for unpaid locations when necessary and under the name of the Department (rather than the vendor/production company).	1 You said the locations would be provided. Would they provide the permissions and/or permits for the locations? If we are outside on public/city sidewalks that is usually not an issue but some parks require them and especially private properties of any kind.
Each video will feature live footage filmed in front of a green/blue screen. The first video will require filming in a single location, but needs for the second and third videos will be determined by TXDMV and the vendor/production company.	2 Three different videos in three different locations?
Vendors should plan for filming outdoors and for travel between locations.	3 Is the location at one office building or will there be travel in-between shoots.
For the first video, only one person will be on-camera, however for the second and third videos, additional individuals may be included.	4 How many people?

<p>The number of days needed for filming will be determined by the scripts and shot lists developed by TXDMV and the vendor. However, for the first video, we anticipate only one day of filming will be needed.</p>	<p>5</p>	<p>Plan for one day of filming or more?</p>
<p>We do not anticipate using locations that require paid permitting, but will seek permissions for unpaid locations when necessary and under the name of the Department (rather than the vendor/production company).</p>	<p>6</p>	<p>Will you provide the permissions and/or permits for the locations? If we are outside on public/city sidewalks that is usually not an issue but some parks require them and especially private properties of any kind.</p>
<p>Stock video and b-roll footage will be made available by TXDMV if necessary (the vendor may also obtain such footage from the same sources, e.g., CVBs, tourism departments). The need to shoot additional, specific b-roll footage will be determined by TXDMV and the vendor/production company during the development of the scripts for the second and third videos. At this time, we do not anticipate a need for filming b-roll footage for the first video.</p>	<p>7</p>	<p>I understand there is no stock video or photography, but will you require any "B role" while out on location that would ultimately be used?</p>

INSTRUCTIONS FOR BID TABULATION

1) To be used for all procurements requiring a Bid Tabulation.

2) A minimum of three bidders of which two must be historically Underutilized Business (HUB) vendors who provide the required commodity or service and also service the specified highway district, from the current Centralized Master Bidders List (CMBL) must be used. Other bidders may be contacted after the minimum with written justification for adding non-CMBL vendors.
If you are unable to locate appropriate vendors using the CMBL, note this below.

3) If you are unable to contact the required CMBL bidders you must indicate a reason in the space below:

4) If you are unable to contact the required HUBs you must indicate a reason in the space below:

5) Attachments required with this form:

A copy of the CMBL used to contact bidders.
Any written quotations or estimates provided by the bidders.
Any specifications provided to the bidders.

6) You must indicate appropriate freight/shipping charges for each bidder. These charges must be used to determine the low bidder. If the bidders include freight or if no freight is to be paid indicate "none" in the space provided for freight.

7) It is important to make warranty part of your specifications or to list it as a separate item to insure that all vendors are making like offers.

8) Once bids have been received prepare a PNC-240-2 Purchase Request and forward it along with this Bid Tabulation, and any other required documents to Financial Services Division – Purchasing Section.

Automated Information System/Telecommunications (AIS/Telecom) Component or Service Requirements

You must buy from a DIR contract if:

The NIGP class-item is on a DIR contract and
The purchase is over \$250 (must have a DIR quote) and
There is not a Blanket Exemption

You do not have to buy from a DIR contract if:

The NIGP class-item is not on a DIR contract
The purchase is under \$250
There is a Blanket Exemption

HUB Legend:

AI - Native American
AS - Asian Pacific American
BL - Black American
HI - Hispanic American
WOF - Woman Owned /Female

Wednesday, April 18, 2018



IEM Quote for Services

Response to RFQ - Thursday, April 12, 2018
 American Association of Motor Vehicle Administrators (AAMVA) Video Production Services
 Texas DMV, Paula Ramsey

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION
1. Video Production Plan	3	Prod. Plan	\$1,183.98	\$3,551.94
2. Video Production Services Buy	3	Production	\$6,467.00	\$19,401.00
3. Video Production Services Placement	3	Delivery	n/a	n/a
4. Ongoing Video Production Services Oversight - Monitoring, Reporting and Cost control.	3	Oversight	\$1,358.07	\$4,074.21
5. Project Closeout Report and Sign Off	3	Final Rept.	\$845.70	\$2,537.10
Total	3	Video	\$9,854.75	\$29,564.25

To accept this quotation, sign here and return: _____

Thank you for your business!

Innovation Event Management 5508 HWY 290 West, STE 208, Austin, TX 78735 Phone (512) 358-1000

ITEM

Texas

(http://www.comptroller.texas.gov/)



Comptroller of Public Accounts
Glenn Hegar



(http://www.txsmartbuy.com)

Contracts SPD Applications Help (/help/)

0 items



Contract Details: # TXMAS-15-54101

Search for items in this contract (/ex_search/false/contract_number/TXMAS~15~54101)

TXMAS-15-54101	Event Management	TXSmartBuy	TXMAS	12/3/2014	6/2/2019	GS-07F-230BA	PCC X	Purchase Category Code (Agencies Only)
								Fed

<p>Purchase Orders</p> <p>Only purchase orders issued through Texas SmartBuy (TSB) are eligible for contract pricing. The Contractor cannot ship any products or provide services until receipt of a Purchase Order generated by the TSB system.</p> <p>All purchase orders that include a quote order line (excluding linked item quotes) will be placed on hold pending Statewide Procurement Division (SPD) review.</p> <p>Quote order requirements:</p> <ol style="list-style-type: none"> Items that are available in TSB must be placed through the TSB shopping cart and may not be entered as a quote order. Items that are not available in TSB, but part of the TXMAS and base contract, may be entered as a quote order. The TSB shopping cart allows up to 45 line items. Once 45 line items are added to the TSB shopping cart, the additional order items must be totaled and entered using the quote order line. All purchase orders that include a quote order line require the attachment of a completed contractor quote containing the following: <ul style="list-style-type: none"> Detailed, unit pricing of all contracted items and services. The contractor's TXMAS contract number clearly identified. Open market, or incidental, items clearly identified. Validation of contract pricing and item availability is the responsibility of the purchaser in determining best value. When the attachment is confirmed, SPD will release the purchase order to the TXMAS contractor for fulfillment. If approval is requested prior to the order being inputted in TSB, or SPD assistance is requested to validate pricing or item availability, the information may be submitted to txmasquote@cpa.texas.gov. <p>Customers may only purchase TXMAS goods or services from a TXMAS Contractor online through Texas SmartBuy. CPA does not authorize any offline sales of this TXMAS contract's goods or services.</p>	<p>Order Limitation</p> <p>The contractor is not required to accept orders below the minimum listed below. Orders between the minimum and maximum listed below are subject to the pricing of the underlying contract.</p> <p>\$100.00 Minimum order:</p> <p>Maximum order: \$1,000,000.00 per SIN and \$1,000,000.00 per order</p>	<p>State Contracts</p> <p>Questions regarding contract management issues, price changes, amendments or other post-award concerns should be directed to:</p> <p>SPD Contract Management Office (SCMO) Texas Comptroller of Public Accounts (CPA) Phone: (512) 463-3034 option 3 Email: spd.cmo@cpa.texas.gov (mailto:spd.cmo@cpa.texas.gov)</p>
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<p>CPA Contract Management</p>	<p>Questions regarding contract management issues, price changes, amendments or other post-award concerns should be directed to: SPD TXMAS Program Texas Comptroller of Public Accounts (CPA) Phone: (512) 463-3034 option 3 Email: txmas@cpa.texas.gov (mailto:txmas@cpa.texas.gov)</p>
<p>Approved Products/Services</p>	<p>Only products or services listed in the underlying contract may be purchased from this TXMAS contract, with one exception. Incidental, off-schedule items may be purchased as "best value, open market" items provided that they are necessary for product integration or product completeness. The purchasing entity is responsible for ensuring that the quoted price for such incidental items is fair and reasonable. These incidental items may be added to the TXMAS purchase order if they are clearly labeled as "open market (OM), best value" items. Incidental items may not exceed \$5,000.00 OR 50% of the purchase order total, whichever is less. If the pending order includes incidental items that exceed the stated limits, a request may be submitted to the Statewide Procurement Division for review and consideration of an exception. Exception requests shall be submitted to spd_cmo@cpa.texas.gov (mailto:spd_cmo@cpa.texas.gov). The request must include a copy of the complete contractor quote listing all core items and a detailed incidental charge breakdown.</p>
<p>Delivery</p>	<p>N/A</p>
<p>FOB Point</p>	<p>Destination</p>
<p>Compliant Products by Contractor</p>	<p>Customer reserves the right to require new delivery or a refund in the event that materials or products not meeting specifications are discovered after payment has been made.</p>
<p>Restocking Fee for Returned Products</p>	<p>Refer to contract upon which TXMAS contract is based.</p>
<p>Rebate Reporting Requirement for Federal</p>	<p>Pursuant to Texas Government Code §2155.510(b), rebates generated from TXMAS contract purchases made in whole or in part with federal funds must be reported by the purchasing agency for reporting, and reconciliation purposes with the appropriate federal funding agency. Each quarter of the State's fiscal year (September 1 through August 31), TXMAS contractors rebate 0.73875% of their TXMAS sales to the State of Texas via the Texas Comptroller of Public Accounts (CPA). It is the purchasing entity's responsibility to report the amount of rebate to the federal fund-provider using the above percent based on the total dollar value of the TXMAS purchase order.</p>

Contractor Performance

Statewide Procurement Division (SPD), administers a vendor performance program for use by all customers per Texas Government Code (TGC), §2262.055, and 34 Texas Administrative Code (TAC), §20.108. The Vendor Performance relies on the customer's participation in gathering information on vendor performance. State agency customers shall report vendor performance on purchases of \$25,000 or more from contracts administered by CPA, or any other purchase of \$25,000 or more made through delegated authority granted by CPA (TAC 20.108), or purchases exempt from CPA procurement rules and procedures. State agencies are additionally encouraged to report vendor performance on purchases under \$25,000.

Vendor Performance shall be reported through the CPA VENDOR PERFORMANCE TRACKING SYSTEM.

(http://www.window.state.tx.us/procurement/program/vendor_performance/)

The purpose of the Vendor Performance Tracking System is to:

- Identify vendors that have exceptional performance
- Aid purchasers in making a best value determination based on vendor past performance
- Protect the state from vendors with unethical business practices
- Provide performance scores in four measurable categories for the CMBL vendors
- Track vendor performance for delegated and exempt purchases

Contractor Information

VID: 12600183011

Contractor: Innovation Event Management, LP

Contact Name: John-Morris Edwards

Email: john-morris.edwards@iemshows.com

Phone: (512) 358-1000 x206

Address: 5508 W. Hwy. 290, Ste. 208 Austin TX 78735



Texas Comptroller of Public Accounts
Glenn Hegar

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Contact Us (<http://comptroller.texas.gov/about/contact/>)

POLICIES

- Privacy and Security Policy (<https://comptroller.texas.gov/about/policies/privacy.php>)
- Accessibility Policy (<https://comptroller.texas.gov/about/policies/accessibility.php>)
- Link Policy (<https://comptroller.texas.gov/about/policies/links.php>)
- Texas.gov (<http://texas.gov>)
- Search from the Texas State Library (<https://www.tsl.texas.gov/traill/index.html>)
- Texas Homeland Security (<http://www.dhs.gov/geography/texas>)
- Texas Veterans Portal (<https://veterans.portal.texas.gov/>)

- Public Information Act (<https://comptroller.texas.gov/about/policies/public-information-act.php>)
- Texas Secretary of State (<http://www.sos.state.tx.us/>)
- HB855 Browser Statement

OTHER STATE SITES

- [texas.gov \(https://www.texas.gov/\)](https://www.texas.gov/)
- Texas Records and Information Locator (TRAIL) (<http://www.tsl.state.tx.us/trail/>)
- State Link Policy (<http://publishingext.dir.texas.gov/portal/internal/resources/DocumentLibrary/State%20Website%20Linking%20and%20Privacy%20Policy.pdf>)
- Texas Veterans Portal (<http://veterans.portal.texas.gov>)

Ramsey, Paula

From: Rebecca Kelllogg <rebecca@texascreative.com>
Sent: Thursday, April 19, 2018 3:11 PM
To: Ramsey, Paula
Subject: Re: TXMAS Quote Request

Hi Paula,

Please see our per video bid below. Let me know if you have any questions or need any additional information. Thanks!

DESCRIPTION
<p>Purchase of the following:</p> <p>American Association of Motor Vehicle Administrators (AAMVA) Video Production Services</p>
<p>The Texas Department of Motor Vehicles (TXDMV) requires a vendor to provide video production services for three (3) videos:</p> <ul style="list-style-type: none">1) the AAMVA Region 2 Conference in Myrtle Beach, South Carolina – June 18-21;2) the AAMVA Region 2 Conference in Austin, Texas – June 2019 and3) the AAMVA 2020 International Conference in Texas to assist TXDMV in effectively promoting and highlighting the Department to the AAMVA membership.
<p>TXDMV is a member agency of AAMVA and the TXDMV Executive Director, Whitney Brewster, is a member of the AAMVA board and will host the Texas conferences.</p> <p>This project has a short timeframe with the goal to have the video production services plan in place and operational prior to May 15, 2018.</p> <p>The vendor will utilize the concept development, copywriting, site selection, approved logos, talent selections and voice overs provided by TXDMV.</p> <p>The estimated timetable is dependent on Project start and will be adjusted if necessary once Vendor is selected.</p>

EXTENSION	UNIT PRICE	UNIT	QUANTITY	DESCRIPTION
	\$10,792	1	3	<p>The Vendor shall provide the following deliverables for this solicitation:</p> <p>1. Video Production Plan</p> <p>Within two (2) weeks of award, the vendor must deliver a video production plan which details the design and production of three (3) short up to 2.5-minute videos (English) for each AAMVA conference beginning on June 18, 2018 and continuing for a minimum of 2 years.</p> <p>Deliverable is: Approved Video Production Services Plan</p> <p>2. Video Production Services Buy</p> <p>The vendor must ensure maximum coverage for TXDMV's video production service dollars. The vendor is responsible for project management, planning, design, utilization of</p>

graphics, illustrated animations and voice overs, filming, editing, stock photo/footage research, recording, and background and incorporate all required and approved logos and compilation of each of the three (3) videos in their entirety. Buy will include 3-rounds of revisions for each of the 3 videos during the storyboard phases and 3-rounds of revisions for each of the three (3) videos in the video phases. .

The vendor shall obtain the best rates available to increase the overall value of the video production services.

Deliverable is: Approved Video Production Services

3. Video Production Services Placement

The three (3) videos (English) shall be provided to the Texas Department of Motor Vehicles (TXDMV) Government and Strategic Services Division

Deliverable is: Approved Video Production Services Placement

4. Ongoing Video Production Services Oversight - Monitoring, Reporting and Cost control.

The vendor is responsible for tracking costs and monitoring each video production services buy. The vendor shall develop, maintain, and administer a monitoring system that permits continuous tracking of all associated costs, and where, when, and for how long video production services were actually placed. The system must also provide specific invoicing information.

Using this information, the vendor shall prepare and submit monthly status reports to the TXDMV summarizing all video production services activities and their associated costs. The format for the report will be determined by the vendor and TXDMV upon award.

Rebecca Kellogg
ACCOUNT MANAGER

rebecca@texascreative.com
210.828.8003
334 North Park Dr.
San Antonio TX, 78216
texascreative.com

Upon request, the vendor shall provide brief status updates to TXDMV. All requests for updates shall be acknowledged and answered within 24 hours of receipt. The method for updates will be determined by the vendor and TXDMV upon award.

Deliverable is: Completed monitoring, reporting and cost control

5. Project Closeout Report and Sign Off

Upon completion of each phase of the project, the vendor shall:

Prepare and submit a final activity report 60 days from the first final video production service buy in June 2018, the second final video production service buy in June 2019 and the third final video production service buy in August 2020. The report must include details of all video production services buying activities and their associated costs; include best practices and any lessons learned during the performance of the contract; and be communicated in language understandable to professionals outside of the media industry. The format for the report will be determined by the contractor and the TXDMV upon award.

Deliverable is: Project closeout.



(http://www.comptroller.texas.gov/) Texas



Comptroller of Public Accounts
Glenn Hegar



(http://www.txsmartbuy.com)

Contracts SPD Applications Help (/help/)

0 items



Contract Details: # TXMAS-16-00CORP01

Search for items in this contract (/ex_search/false/contract_number/TXMAS~16~00CORP01)

Number	TXMAS-16-00CORP01
Description	Integrated Marketing Services
Category	TxSmartBuy
Type	TXMAS
Start Date	11/5/2015
End Date	8/31/2020
Fed	GSA #GS-07F-466AA
Purchase Category Code (Agencies Only)	PCC X
Optional Renewal Terms	No renewal options remain.

Purchase Orders

Only purchase orders issued through Texas SmartBuy (TSB) are eligible for contract pricing. The Contractor cannot ship any products or provide services until receipt of a Purchase Order generated by the TSB system.

All purchase orders that include a quote order line (excluding linked item quotes) will be placed on hold pending Statewide Procurement Division (SPD) review.

Quote order requirements:

1. Items that are available in TSB must be placed through the TSB shopping cart and may not be entered as a quote order. Items that are not available in TSB, but part of the TXMAS and base contract, may be entered as a quote order.

2. The TSB shopping cart allows up to 45 line items. Once 45 line items are added to the TSB shopping cart, the additional order items must be totaled and entered using the quote order line.

3. All purchase orders that include a quote order line require the attachment of a completed contractor quote containing the following:

- Detailed, unit pricing of all contracted items and services.
- The contractor's TXMAS contract number clearly identified.
- Open market, or incidental, items clearly identified.

4. Validation of contract pricing and item availability is the responsibility of the purchaser in determining best value. When the attachment is confirmed, SPD will release the purchase order to the TXMAS contractor for fulfillment.

5. If approval is requested prior to the order being inputted in TSB, or SPD assistance is requested to validate pricing or item availability, the information may be submitted to txmasquote@cpa.texas.gov.

Customers may only purchase TXMAS goods or services from a TXMAS Contractor online through Texas SmartBuy. CPA does not authorize any offline sales of this TXMAS contract's goods or services.

Order Limitation

IMPORTANT: The services provided by this contract may be a service subject to the provisions of Texas Government Code Chapter 2254, Subchapter B. A state agency, as defined by Texas Government Code Chapter 2254 (<http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2254.htm>), may only acquire the services subject to Texas Government Code Chapter 2254, Subchapter B according to the procedures identified in that subchapter. Failure to comply with the provisions of Texas Government Code Chapter 2254, Subchapter B could result in a void contract.

The contractor is not required to accept orders below the minimum listed below. Orders between the minimum and maximum listed below are subject to the pricing of the underlying contract.

Minimum Order - \$300

Maximum Order - \$1,000,000

<p>State Contracts</p> <p>Questions regarding contract management issues, price changes, amendments or other post-award concerns should be directed to: SPD Contract Management Office (SCMO) Texas Comptroller of Public Accounts (CPA) Phone: (512) 463-3034 option 3 Email: spd.cmo@cpa.texas.gov (mailto:spd.cmo@cpa.texas.gov)</p>	<p>CPA Contract Management</p> <p>Questions regarding contract management issues, price changes, amendments or other post-award concerns should be directed to: SPD TXMAS Program Texas Comptroller of Public Accounts (CPA) Phone: (512) 463-3034 option 3 Email: txmas@cpa.texas.gov (mailto:txmas@cpa.texas.gov)</p>	<p>Approved Products/Services</p> <p>Only products or services listed in the underlying contract may be purchased from this TXMAS contract, with one exception. Incidental, off-schedule items may be purchased as "best value, open market" items provided that they are necessary for product integration or product completeness. The purchasing entity is responsible for ensuring that the quoted price for such incidental items is fair and reasonable. These incidental items may be added to the TXMAS purchase order if they are clearly labeled as "open market (OM), best value" items. Incidental items may not exceed \$5,000.00 OR 50% of the purchase order total, whichever is less. If the pending order includes incidental items that exceed the stated limits, a request may be submitted to the Statewide Procurement Division for review and consideration of an exception. Exception requests shall be submitted to spd_cmo@cpa.texas.gov (mailto:spd_cmo@cpa.texas.gov). The request must include a copy of the complete contractor quote listing all core items and a detailed incidental charge breakdown.</p>
<p>Delivery</p> <p>To Be Negotiated at time of Task Order. Expedited delivery: Services are available for expedited delivery; however, this must be discussed at time of order placement and depends on size and nature of order. Overnight and 2-day delivery: Contact the contractor for rates.</p>	<p>FOB Point</p> <p>Origin - Prepaid and Allowed</p>	<p>Warranty Details</p> <p>Standard Commercial Warranty</p>
<p>Expedited Payment Discount</p> <p>Net 30 days</p>	<p>Compliant Products by Contractor</p> <p>Customer reserves the right to require new delivery or a refund in the event that materials or products not meeting specifications are discovered after payment has been made.</p>	<p>Restocking Fee for Returned Products</p> <p>Refer to contract upon which TXMAS contract is based.</p>

Rebate Reporting for Federal

Pursuant to Texas Government Code §2155.510(b), rebates generated from TXMAS contract purchases made in whole or in part with federal funds must be reported by the purchasing agency for reporting, and reconciliation purposes with the appropriate federal funding agency. Each quarter of the State's fiscal year (September 1 through August 31), TXMAS contractors rebate 0.73875% of their TXMAS sales to the State of Texas via the Texas Comptroller of Public Accounts (CPA). It is the purchasing entity's responsibility to report the amount of rebate to the federal fund-provider using the above percent based on the total dollar value of the TXMAS purchase order.

Example: A purchasing entity receives and uses federal funds of \$50,000 to purchase items/services on a TXMAS contract. The purchasing entity must report to the federal fund-provider that a sales rebate of \$369.37 (\$50,000 * 0.73875% = \$369.37) will be paid to the State of Texas by the TXMAS contractor.

Contractor Performance

Statewide Procurement Division (SPD), administers a vendor performance program for use by all customers per Texas Government Code (TGC), §2262.055, and 34 Texas Administrative Code (TAC), §20.108. The Vendor Performance relies on the customer's participation in gathering information on vendor performance. State agency customers shall report vendor performance on purchases of \$25,000 or more from contracts administered by CPA, or any other purchase of \$25,000 or more made through delegated authority granted by CPA (TAC 20.108), or purchases exempt from CPA procurement rules and procedures. State agencies are additionally encouraged to report vendor performance on purchases under \$25,000.

Vendor Performance shall be reported through the CPA VENDOR PERFORMANCE TRACKING SYSTEM. (http://www.window.state.tx.us/procurement/proc/vendor_performance/)

The purpose of the Vendor Performance Tracking System is to:

- Identify vendors that have exceptional performance
- Aid purchasers in making a best value determination based on vendor past performance
- Protect the state from vendors with unethical business practices
- Provide performance scores in four measurable categories for the CMBL vendors
- Track vendor performance for delegated and exempt purchases

Contractor Information

VID: 17423871346

Contractor: TXC Texas Creative, Ltd. dba Texas Creative

Contact Name: Jamie Allen

Email: jamie@texascreative.com

Phone: (210) 828-8003 x208

Address: 334 North Park Drive San Antonio TX 78216



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Texas Comptroller of Public Accounts

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- Contact Us (<http://controller.texas.gov/about/contact/>)

POLICIES

- Privacy and Security Policy (<https://controller.texas.gov/about/policies/privacy.php>)
- Accessibility Policy (<https://controller.texas.gov/about/policies/accessibility.php>)
- Link Policy (<https://controller.texas.gov/about/policies/links.php>)

- Texas.gov (<http://texas.gov>)
- Search from the Texas State Library (<https://www.tsl.texas.gov/trail/index.html>)
- Texas Homeland Security (<http://www.dhs.gov/geography/texas>)
- Texas Veterans Portal (<https://veterans.portal.texas.gov/>)
- Public Information Act (<https://controller.texas.gov/about/policies/public-information-act.php>)
- Texas Secretary of State (<http://www.sos.state.tx.us/>)
- HB855 Browser Statement

OTHER STATE SITES

- texas.gov (<https://www.texas.gov/>)
- Texas Records and Information Locator (TRAIL) (<http://www.tsl.state.tx.us/trail/>)
- State Link Policy (<http://publishingext.dir.texas.gov/portal/internal/resources/DocumentLibrary/State%20Website%20Linking%20and%20Privacy%20Policy.pdf>)
- Texas Veterans Portal (<http://veterans.portal.texas.gov/>)

Gilbreath Communications, Inc.
 15995 North Barkers Landing
 Suite 100
 Houston, Texas 77079
 Tel 281 649-9595
 Fax 281 752-6899
 www.gilbcomm.com

* Excessive revisions or change in scope will void this estimate.
 Work will halt and the project will be requested.
 Once parties agree to the revised estimate, work will resume.

activities and their associated costs.
 2018, and then again in June 2019 and finally August 2020. Details of services buying
 Prepare an activity report 60 days from the first final video production service buy in June
 the vendor shall:

- 5) **Project Closeout Report and Sign Off upon Completion of each phase of the project,**
 Responsible for tracking cost and administer continuous tracking of all associated costs,
 where and when for length of video production. Details specified in invoicing. Requests
 for updates shall be acknowledged within 24 hours of receipt.
- 4) **Ongoing Video Production Services Oversight Monitoring, Reporting and Cost control**
 All three videos (English) provided to TXDMV Government and Strategic Services Division
- 3) **Approved Video Production Services**
 each video during the storyboard phases and 3-rounds for each video in the video phases.
 Project management of each of the three videos in their entirety. 3-rounds of revisions for
- 2) **Video Production Services Plan**
 3 x 2.5min videos (English) for TXDMV's video content needs at AAMVA Conferences.
- 1) **Video Production Plan**

DELIVERABLES

- 1) **AAMVA Region 2 Conference - June 2018**
 Houston, Tx location with on camera interview.
- 2) **AAMVA Region 2 Conference - June 2019**
 Travel & on camera interviews or green screen – TBD
- 3) **AAMVA Region 2 Conference - August 2020**
 Travel & on camera interviews or green screen – TBD

PRODUCTION/TRAVEL

TXMAS Contract #: TXMAS-18-00CORP02

The estimate below includes developing 3 x 2.5min videos for TXDMV's video content needs.
 3 days of local Houston production with turnkey producer services, crew, equipment and post
 production services for editorial, graphics animation and sound. The video will be edited using
 existing b-roll footage. Similar graphic treatment will be used. Three rounds of revisions are
 included. Travel is not included but can be added separately if travel is needed for production.
 It is not clear if we need to shoot on camera interviews for each shoot day but lighting and
 audio have been included in the estimate for each shoot day. A green screen set up has been
 included for one of the three shoot days.

TXDMV AAMVA REGION 2 CONFERENCE VIDEOS (3)

Paula A. Ramsey, CTPM, CTPM
 Purchasing & Contract Coordinator
 Finance and Administrative Services –
 Purchasing Section
 512-465-4193
 Paula.Ramsey@TXDMV.gov

Date: 04-20-18

Gilbreath
 Advertising
 Graphic Design
 Public Relations



GILBREATH



Advertising
Graphic Design
Public Relations

GILBREATH

Date: 04-20-18

Paula A. Ramsey, CTCM, CTPM
Purchasing & Contract Coordinator
Finance and Administrative Services –
Purchasing Section
512-465-4193
Paula.Ramsey@TXDMV.gov

TXDMV AAMVA REGION 2 CONFERENCE VIDEOS (3) CONTD

CODE	Web Store Display Name	Hours	Cost
91582	Video Production Services	1,076	\$ 91,460
TOTAL		1,076	\$ 91,460

Client Approval _____

Date _____

* Excessive revisions or change in scope will void this estimate.
Work will halt and the project will be requoted.
Once parties agree to the revised estimate, work will resume.

Gilbreath Communications, Inc.
15995 North Barkers Landing
Suite 100
Houston, Texas 77079
Tel 281 649-9595
Fax 281 752-6899
www.gilbcomm.com

(http://www.comptroller.texas.gov/) Texas



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(http://www.txsmartbuy.com)

Contracts SPD Applications Help (/help/)

0 items



Contract Details: # TXMAS-18-00CORP02

Search for items in this contract (/ex_search/false/contract_number/TXMAS~18~00CORP02)

Number	TXMAS-18-00CORP02
Description	Graphic Design Services
Category	TXSmartBuy
Type	TXMAS
Start Date	11/20/2017
End Date	8/31/2018
Fed	TX Department of Agriculture #551-16-FN-C1022
Purchase Category Code (Agencies Only)	PCC X
Optional Renewal Terms	Sept. 1, 2018 through Aug. 31, 2019

Gr: lbreath

<p>Purchase Orders</p> <p>Only purchase orders issued through Texas SmartBuy (TSB) are eligible for contract pricing. The Contractor cannot ship any products or provide services until receipt of a Purchase Order generated by the TSB system.</p> <p>All purchase orders that include a quote order line (excluding linked item quotes) will be placed on hold pending Statewide Procurement Division (SPD) review.</p> <p>Quote order requirements:</p> <ol style="list-style-type: none"> 1. Items that are available in TSB must be placed through the TSB shopping cart and may not be entered as a quote order. Items that are not available in TSB, but part of the TXMAS and base contract, may be entered as a quote order. 2. The TSB shopping cart allows up to 45 line items. Once 45 line items are added to the TSB shopping cart, the additional order items must be totaled and entered using the quote order line. 3. All purchase orders that include a quote order line require the attachment of a completed contractor quote containing the following: <ul style="list-style-type: none"> • Detailed, unit pricing of all contracted items and services. • The contractor's TXMAS contract number clearly identified. • Open market, or incidental, items clearly identified. 4. Validation of contract pricing and item availability is the responsibility of the purchaser in determining best value. When the attachment is confirmed, SPD will release the purchase order to the TXMAS contractor for fulfillment. 5. If approval is requested prior to the order being inputted in TSB, or SPD assistance is requested to validate pricing or item availability, the information may be submitted to txmasquote@cpa.texas.gov. <p>Customers may only purchase TXMAS goods or services from a TXMAS Contractor online through Texas SmartBuy. CPA does not authorize any offline sales of this TXMAS contract's goods or services.</p>	<p>Order Limitation</p> <p>IMPORTANT: The services provided by this contract may be a service subject to the provisions of Texas Government Code Chapter 2254, Subchapter B. A state agency, as defined by Texas Government Code Chapter 2254, may only acquire the services subject to Texas Government Code Chapter 2254, Subchapter B according to the procedures identified in that subchapter. Failure to comply with the provisions of Texas Government Code Chapter 2254, Subchapter B could result in a void contract.</p>	<p>State Contracts</p> <p>All TIBH term contracts and Texas Correctional Industries (TCI) term contracts listed on this TXMAS contract and a CPA Term contract, a determination should be made that will result in a best value purchase.</p>
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<p>Approved Products/Services</p>	<p>Only products or services listed in the underlying contract may be purchased from this TXMAS contract, with one exception. Incidental, off-schedule items may be purchased as "best value, open market" items provided that they are necessary for product integration or product completeness. The purchasing entity is responsible for ensuring that the quoted price for such incidental items is fair and reasonable. These incidental items may be added to the TXMAS purchase order if they are clearly labeled as "open market (OM), best value" items.</p> <p>Incidental items may not exceed \$5,000.00 OR 50% of the purchase order total, whichever is less.</p> <p>If the pending order includes incidental items that exceed the stated limits, a request may be submitted to the Statewide Procurement Division for review and consideration of an exception. Exception requests shall be submitted to txmasnote@cpa.texas.gov ("mailto:txmasnote@cpa.texas.gov"). The request must include a copy of the complete contractor quote listing all core items and a detailed incidental charge breakdown.</p>
<p>Contract Specifics/Notes</p>	<p>TXMAS-18-00CORP02 Price Sheet_ Nov 2017 (https://system.na1.netSuite.com/c.852252/SSP Applications/NetSuite Inc. - Shopping/Custom ShopFlow/Documents/Contract Attachments/TXMAS-18-00CORP02 Price Sheet_ Nov 2017.xlsx)</p>
<p>Delivery</p>	<p>1 day ARO</p>
<p>FOB Point</p>	<p>FOB Destination. Freight added as a separate line item.</p>
<p>Compliant Products by Contractor</p>	<p>Customer reserves the right to require new delivery or a refund in the event that materials or products not meeting specifications are discovered after payment has been made.</p>
<p>Restocking Fee for Returned Products</p>	<p>Refer to contract upon which TXMAS contract is based.</p>
<p>Rebate Reporting Requirement for Federal</p>	<p>Pursuant to Texas Government Code §2155.510(b), rebates generated from TXMAS contract purchases made in whole or in part with federal funds must be reported by the purchasing agency for reporting, and reconciliation purposes with the appropriate federal funding agency. Each quarter of the State's fiscal year (September 1 through August 31), TXMAS contractors rebate 0.73875% of their TXMAS sales to the State of Texas via the Texas Comptroller of Public Accounts (CPA). It is the purchasing entity's responsibility to report the amount of rebate to the federal fund-provider using the above percent based on the total dollar value of the TXMAS purchase order.</p> <p>Example: A purchasing entity receives and uses federal funds of \$50,000 to purchase items/services on a TXMAS contract. The purchasing entity must report to the federal fund-provider that a sales rebate of \$369.37 (\$50,000 * 0.73875% = \$369.37) will be paid to the State of Texas by the TXMAS contractor.</p>

Contractor Performance

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Vendor Performance shall be reported through the CPA VENDOR PERFORMANCE TRACKING SYSTEM (<https://www.comptroller.texas.gov/purchasing/programs/vendor-performance-tracking/>).

The purpose of the Vendor Performance Tracking System is to:

- Identify vendors that have exceptional performance
- Aid purchasers in making a best value determination based on vendor past performance
- Protect the state from vendors with unethical business practices
- Track vendor performance for delegated and exempt purchases

Contractor Information

VID: 17604684641

Contractor: Gilbreath Communications, Inc.

Contact Name: Audrey J. Gilbreath

Email: audrey@gilbcomm.com

Phone: (281) 649-9595

Address: 15995 N. Barkers Landing, Suite 100 Houston, Texas 77079

HUB Eligibility: BL

HUB Gender: F



Texas Comptroller of Public Accounts
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• Accessibility Policy (<https://comptroller.texas.gov/about/policies/accessibility.php>)

• Link Policy (<https://comptroller.texas.gov/about/policies/links.php>)

• Texas.gov (<http://texas.gov>)

• Search from the Texas State Library (<https://www.tsl.texas.gov/traill/index.html>)

- Texas Homeland Security (<http://www.dhs.gov/geography/texas>)
- Texas Veterans Portal (<https://veterans.portal.texas.gov/>)
- Public Information Act (<https://comptroller.texas.gov/about/policies/public-information-act.php>)
- Texas Secretary of State (<http://www.sos.state.tx.us/>)
- HB855 Browser Statement

OTHER STATE SITES

- texas.gov (<https://www.texas.gov/>)
- Texas Records and Information Locator (TRAIL) (<http://www.tsl.state.tx.us/trail/>)
- State Link Policy (<http://publishingext.dir.texas.gov/portal/internal/resources/DocumentLibrary/State%20Website%20Linking%20and%20Privacy%20Policy.pdf>)
- Texas Veterans Portal (<http://veterans.portal.texas.gov>)

ALERT: You must submit a notarized letter appointing the authorized Entity Administrator before your registration will be activated. This requirement now applies to both new and existing entities. Read our FAQs to learn more about this process change.

[Create an Account](#)

[Log In](#)

Forgot Password?

Forgot Username?

Search Results

Current Search Terms: innovation* event*

Your search for "innovation* event*" returned the following results...

Notice: This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

Entity	INNOVATION EVENT MANAGEMENT, LP
DUNS: 600842715	
Has Active Exclusion?:	No
Expiration Date:	03/19/2019
Purpose of Registration:	All Awards
CAGE Code:	6DVB8
DODAAC:	
Debt Subject to Offset?	No
Status:	Active <input checked="" type="checkbox"/>
View Details	



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List of Companies that Boycott Israel Pursuant to Chapter 808 of the Texas Government Code September 1, 2017

Company Name	ISSUERID	SEDOL	ISIN
KOMMUNAL LANDSPENSJONSKASSE GJENSIDIG FORSIKRINGSSLSKAP	IID000000002241186	BFXWHQ2	GB00BFXWHHQ29
Co-Operative Group	IID000000002228977	BYZZBB5	XS1217882171

Abdullah Azzam Brigades (AAB)	Indian Mujahideen (IM)
Abu Sayyaf Group (ASG)	ISIL Sinai Province (formally Ansar Bayt al-Maqdis)
Al-Aqsa Martyrs Brigade (AAMB)	ISIL-Khorasan (ISIL-K)
al-Mulathamun Battalion	Islamic Jihad Union (IJU)
al-Nusrah Front	Islamic Movement of Uzbekistan (IMU)
al-Qaida (AQ)	Islamic State of Iraq and the Levant (formerly al-Qaida in Iraq)
Al-Qaida in the Indian Subcontinent	Islamic State of Iraq and the Levant's Branch in Libya (ISIL-Libya)
al-Qaida in the Arabian Peninsula (AQAP)	Jalish-e-Mohammed (JEM)
al-Qaida in the Islamic Maghreb (AQIM)	Jaysh Rijal al-Tariq al-Naqshabandi (JRTN)
al-Shabaab	Jemah Anshourul Tauhid (JAT)
Ansar al-Dine (AAD)	Jemah Islamiya (JI)
Ansar al-Islam (AAI)	Jundallah
Ansar al-Sharif in Benghazi	Kahane Chai (Kach)
Ansar al-Sharif in Damnah	Katibat Hizballah (KH)
Ansar al-Sharif in Tunisia	Kurdistan Workers Party (PKK) (Kongra-Gel)
Ansaru	Lashkar i Jhangvi (LJ)
Army of Islam (AOI)	Lashkar-e-Tayyiba (LeT)
Asbat al-Ansar (AAV)	Liberation Tigers of Tamil Eelam (LTTE)
Aum Shinrikyo (AUM)	Mujahidin Shura Council in the Environs of Jerusalem (MSC)
Basque Fatherland and Liberty (ETA)	National Liberation Army (ELN)
Boko Haram	Palestine Liberation Front (PLF)
Communist Party of the Philippines/New People's Army (CPP/NPA)	Palestinian Islamic Jihad (PIJ)
Continuity Irish Republican Army (CIRA)	PFLP-General Command (PFLP-GC)
Gama'a al-Islamiyya (Islamic Group) (IG)	Popular Front for the Liberation of Palestine (PFLP)
HAMAS	Real Irish Republican Army (RIRA)
Haqqani Network (HQN)	Revolutionary Armed Forces of Colombia (FARC)
Harakat ul-Jihad-i-Islami (HUJI)	Revolutionary People's Liberation Party/Front (DHKP/C)
Harakat ul-Jihad-i-Islami/Bangladesh (HUJI-B)	Revolutionary Struggle (RS)
Harakat ul-Mujahidin (HUM)	Shining Path (SL)
Hizballah	Tehrik-e-Taliban Pakistan (TTP)
Hizbul Mujahideen (HM)	

Source: U.S. Department of State <https://www.state.gov/cv/rts/otherdes/123085.htm>

List of Scrutinized Companies with ties to Foreign Terrorist Organizations
Pursuant to Chapter 2270 of the Texas Government Code - March 1, 2018

Company Name	CUSIP	Sedol	ISIN
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No Companies Identified

List of Companies Engaging in Scrutinized Business Operations in Iran - March 1, 2018
 Chapter 2270 of the Texas Government Code

Company Name	ISIN
DAELIM INDUSTRIAL CO., LTD	KR7000210005
GAZPROM	RU0007661625
GLENCORE PLC	JE00B4T3BW64
HYUNDAI MOTOR COMPANY	KR7005380001
INDIAN OIL CORPN, LIMITED	INE242A01010
LLOYDS BANKING GROUP PLC	GB0008706128
NOKIA OYJ	FI00090000681
NORINCO INTERNATIONAL COOPERATION, LTD.	CNE0000000VZ9
OUTOTEC OYJ	FI0009014575
POWER CONSTRUCTION CORPORATION OF CHINA, LTD.	CNE1000017G1
TELECOM ITALIA SPA	IT0003497168
TELEFONICA S.A.	ES0178430E18

**List of Scrutinized Companies with ties to Sudan
Pursuant to Chapter 2270 of the Texas Government Code - March 1, 2018**

ISIN	Entry Name
CND100004ZW0	China National Petroleum Corporation
CNE0000018G1	China Petroleum & Chemical Corporation
CNE000000MS3	CNPC Capital Company Limited
US126237AE82	CNPC General Capital Limited
CNE000001402	Daqing Huake Company Limited
CNE1000003C0	Harbin Electric Company Limited
CNE0000015N3	Jiangxi Hongdu Aviation Industry Co., Ltd.
KW0EQ01000085	KUWAIT FINANCE HOUSE K.S.C.P
KR7010120004	LS INDUSTRIAL SYSTEMS CO.,LTD
MA0000011058	MANAGEM S.A.
INE103A01014	MANGALORE REFINERY AND PETROCHEMICALS LIMITED
INE213A01029	OIL AND NATURAL GAS CORPORATION LIMITED
INE274J01014	OIL INDIA LIMITED
XS1457499645	ONGC VIDESH VANKORNEFT PTE. LTD.
INE064K08020	ONGC VIDESH LIMITED
CA68558N1024	Orca Gold Inc
CNE1000007Q1	Petrochina Company Limited
US716708AF90	PETROLIAM NASIONAL BERHAD (PETRONAS)
USY68856AH99	PETRONAS Capital Limited
MYL518300008	PETRONAS CHEMICALS GROUP BERHAD
MYL568100001	PETRONAS DAGANGAN BERHAD
MYL603300004	PETRONAS GAS BERHAD
USY68868AA92	PETRONAS GLOBAL SUKUK LTD
XS1231162592	Shanghai Electric Newage Company Limited
CNE100001NV2	SINOPEC Engineering Group Co Ltd
CNE000000KX7	Sinopec Oilfield Equipment Corporation
CNE000000HS3	Sinopec Oilfield Service Corporation
MA0000010068	Societe Metallurgique d'Imiter (SMI)
KW0EQ0601801	The Energy House Holding Company (K.S.C)

DEBARRED VENDOR LIST

The following vendors shown below are debarred from doing business with the State of Texas, effective from the date of debarment for the length of time indicated. Whether they are listed below or not, the debarred vendors include the vendors' successors in interest as defined in Rule §20.102(b)(4).

Last updated: 2/28/18

Vendor ID Number	Vendor Name/Address	Date of Debarment	Length of Debarment
1562456928900	Smith Housewares and Restaurant Supplies 500 Erie Blvd. Syracuse, NY 13202	November 12, 2014	5 Years
1760677671800	Texas Code Blue 5550 Eastex Fwy, Suite # 1 Beaumont, TX 77708-5300	October 24, 2016	5 Years

PURCHASE ORDER FILE PEER REVIEW CHECKLIST

ALL Purchase Order Files Must Include These Elements:

Printed Signed Purchase Order

Documentation on PO of the following:

- Contract start and end dates (estimated for emergency purchases) or delivery date requirement
- Purchase Category Code (PCC)
- Class-Item numbers
- Contact Names & numbers
- Tax ID number
- Proprietary justification (if applicable)
- Justification or Best Value statement (if applicable)
- Descriptive Legal Text or Exception/Exemption Cites (if applicable)
- Contract Number Reference (if applicable) (DIR, TXMAS, CCG, etc.)
- Quote number (if applicable)
- Terms & Conditions

Documentation in the file of the following:

- Approved Purchase Request with all procurement documents, IFB, RFO, RFP, etc.
- Executed documents (SOW, SLA, Contract, etc.) (if applicable)
- HUB Subcontracting Plan (if applicable)
- Enter all required data in Centralized Accounting and Payroll/Personnel System (CAPPS)
- Itemized discounts (if applicable)
- GPA Debarred List screen print
- Screen print from System for Award Management (SAM)
- CMBL/HUBs bidders list (if applicable)
- Informal or Formal Bid tabulation (if applicable)
- All Written Bids/Others received from vendors (if applicable)
- CPA Delegation Letter of services > \$100,000.00 or commodities > \$25,000.00 (if applicable)
- Public works > \$5,000.00 required wage rates (if applicable)
- Electronic State Business Daily (ESBD) posting screen print (if applicable)
- Nepotism Form > 1 million (if applicable)
- Texas Ethics Commission Verification (Memberships) (if applicable)
- LBB posting print screen (if applicable)
- Needs Assessment = to or < \$200,000.00 (if applicable)
- Board Approval Documentation > \$200,000.00 (if applicable)

Purchaser of Record Comments:

Peer Reviewer Comments:

Signature of Peer Reviewer: David C. [Signature]

Date Peer Review Completed: 5-9-18

(Any discrepancies found must be reported to the Director of Purchasing who will then audit the file to verify all corrections have been made.)

Signature of Director of Purchasing: _____

Date: _____