

**STATE OF TEXAS  
PURCHASE ORDER**

<b>1. Agency Name &amp; No.</b> <b>TEXAS STATE LIBRARY &amp; ARCHIVES COMMISSION</b> 306 Tax Exempt agency of the Texas State Government	<b>4. Purchase Order No.</b> 306-16-8008	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
	<b>5. PCC</b> Q	<b>14. Vendor Identification No:</b> ██████████	
<b>2. Agency Billing Address</b> <b>**ACCOUNTING DEPARTMENT**</b> Texas State Library & Archives Commission PO Box 12516 Austin, TX 78711-2516 Email invoices to: AP@tsl.texas.gov Phone: (512) 463-5473; Fax: (512) 475-0185	<b>6. Current Document No.</b>	<b>15. Vendor Address:</b> Carson Block Consulting, Inc. 2913 Michener Court Fort Collins, CO 80526	
	<b>7. Document (order) amt</b> \$19,450.00	<b>16. Vendor Contact Info:</b> Carson Block <b>Phone:</b> (970) 673-7475 <b>Fax:</b> <b>Email:</b> librarylandtech@gmail.com	
<b>3. Destination of goods or service</b> FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	<b>8. REF DOC</b>	<b>9. Service Period or Expected Delivery Date:</b> 9/1/2015 - 11/3/2016	
	<b>10. Agency Contact:</b> Renee Pogue <b>Email:</b> purchasing@tsl.texas.gov		<b>Phone:</b> (512) 463-5488 <b>Fax:</b> (512) 475-3393
	<b>11. TSLAC Project Contact:</b> Henry Stokes <b>Email:</b> hstokes@tsl.texas.gov		<b>Phone:</b> (512) 463-6624

**17. Description**

Continuation of workshops from Contract awarded under PO # 306-15-8353. Amendment to original contract for the continuation of the eight (8) remaining workshop that will be conducted in the fall from October 1, 2015 - November 3, 2015. Henry Stokes will be the Project Coordinator for these workshops.

Grant Number: LS-00-15-0044-15 – FFY 2015 | CFDA: 45.310 – Grants to States | Institute of Museum and Library Services

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	24312	16	7213	7226	\$19,450.00	
19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Services performed under this Amendment 1 are for the remaining eight (8) fall workshops awarded per the specification in the original Contract 306-15-8353. Workshops will be held between 9/1/15 and conclude no later than 11/3/15	924-16	1	Lot(s)	\$19,450.00	\$19,450.00

**INTERNAL PO ONLY**

**Grand Total                    \$19,450.00**

**26. Legal Cites:**

**27. Division Tracking Number:** LDN 16-012

Per Texas Tax Code 151.309, the Texas State Library and Archives Commission is a tax-exempt agency.  
If you need further proof of this, please contact the Agency Contact in box #10.

Confirmation of receipt is required, please sign box #29 and return signed PO via email: purchasing@tsl.texas.gov or fax: (512) 475-3393.

<b>28. Approval Signature</b> 	<b>Date</b> 8/19/2015	<b>29. Vendor Signature</b>	<b>Date</b>
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**TEXAS STATE LIBRARY AND ARCHIVES COMMISSION  
CONTRACT FOR SERVICES  
AMENDMENT 1 TO CONTRACT: 306-15-8353**

**Contracting Parties**

The Receiving Agency: Texas State Library and Archives Commission (TSLAC)

The Performing Vendor: Carson Block Consulting, Inc.

*Except as amended below, all terms of the original Contract 306-15-8353 between TSLAC and Carson Block Consulting, Inc., dated January 15, 2015, will remain in effect.*

**I. Contracting Parties**

Henry Stokes will serve as Project Coordinator and primary contact for TSLAC for the term of service under this Amendment 1 beginning September 1, 2015 and concluding no later than November 3, 2015.

**II. Statement of Services to be Performed:**

Services performed under this Amendment 1 are for the remaining eight (8) fall workshops awarded per the specifications in the original Contract 306-15-8353, with 6.5 hours of instruction at each workshop, on the topics of basic library network technology. Workshops will be held at predetermined locations and will begin September 1, 2015, and conclude no later than November 3, 2015.

**III. Term of Contract**

The term of service under this Amendment 1 will begin September 1, 2015, and will conclude no later than November 3, 2015, unless otherwise terminated earlier by either party.

**IV. Source of Funds**

A breakdown of the funding is provided below:

- Percentage total costs of the program which will be financed with Federal money: 100%
- Dollar amount of Federal funds for the project: \$19,450.00
- Percentage and dollar amount of total costs of the Contract that will be financed with non-government sources: 0% and \$0.00

**V. Payment for Services**

Place the following tracking number on the invoice for this Amendment 1.

September 1, 2015 – August 31, 2016 ~ **Tracking Number: 306-16 8008**

Invoices for services provided under this Amendment 1 must contain the tracking number listed above and be submitted to the following address. Invoices not submitted to either the physical OR email address below **will not** be accepted.

Texas State Library and Archives Commission  
Accounting Department  
PO Box 12516  
Austin, Texas 78711

OR

AP@tsl.texas.gov

**VI. Contract Amount**

The total maximum under this Amendment 1 for the period of September 1, 2015, through August 31, 2016, shall not exceed \$19,450.00 per the original Contract 306-15-8353.

**VII. General**

The TSLAC Terms and Conditions (Appendix A) have been amended to add the following. The Amended TSLAC Terms and Conditions are hereby fully incorporated into this Amendment 1.

*TSLAC Terms and Conditions Additions (Appendix A)*

75. Recovered Materials

82. E-Verify.

THE UNDERSIGNED RECEIVING AGENCY Hereby certifies that (1) services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the affected agencies of State Government; (2) the services, supplies or materials contracted for are not required by Section 21, Article 16, of the Constitution of Texas to be supplied under contract given to the lowest bidder.

Receiving Agency

Performing Agency

Texas State Library and Archives Commission  
P.O. Box 12927  
Austin, Texas 78711-2927

Carson Block Consulting, Inc.  
2913 Michener Court  
Fort Collins, CO 80526

*E Seidenberg*

Edward Seidenberg  
Assistant State Librarian

*08-03-2015*

Date

Date

Approved:

*Donna Osborne 7/21/15*

Donna Osborne  
Chief Fiscal Officer

Date

*Deborah Littrell 7/21/15*

Deborah Littrell  
Director of Library Development and Networking  
and Contract Manager

Date

*Renee P. ... 8/5/15*

Purchaser

Date

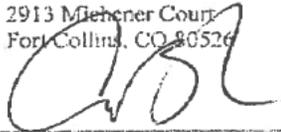
THE UNDERSIGNED RECEIVING AGENCY Hereby certifies that (1) services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the affected agencies of State Government; (2) the services, supplies or materials contracted for are not required by Section 21, Article 16, of the Constitution of Texas to be supplied under contract given to the lowest bidder.

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Texas State Library and Archives Commission  
P.O. Box 12927  
Austin, Texas 78711-2927

Performing Agency

Carson Block Consulting, Inc.  
2913 Michener Court  
Fort Collins, CO 80526



Edward Seidenberg  
Assistant State Librarian

7/22/2015

Date

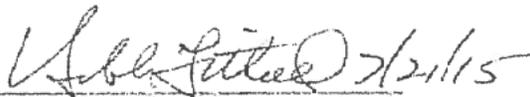
Date

Approved:



Donna Osborne  
Chief Fiscal Officer

Date



Deborah Littrell  
Director of Library Development and Networking  
and Contract Manager

Date

Purchaser

Date

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION  
CONTRACT FOR SERVICES  
AMENDMENT 1 TO CONTRACT: 306-15-8353

**Additions to TSLAC Terms and Conditions**

**Appendix A**

**75. Recovered Materials.** Contractors must comply with Section 6002 of the Federal Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items that contain the highest percentage of recovered materials practicable, as designated in the guidelines of the Environmental Protection Agency (EPA) at 40 Code of Federal Regulations (CFR) Part 247.

**82. E-Verify.** By entering into a Contract, the Vendor 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:

- a) All persons employed to perform duties within Texas, during the Term of the Contract; and
- b) All persons (including subcontractors) assigned by the Vendor to perform work pursuant to the Contract, within the United States of America.

The Vendor shall provide, upon request of the Texas State Library & Archives Commission, 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 Vendor, and Vendor'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 Vendor shall also be responsible for the costs of any re-solicitation that the State must undertake to replace the terminated Contract.