

**THE RAILROAD COMMISSION OF TEXAS
CONTRACT NO. 455-26-1030 FOR
AUDIO-VISUAL BROADCASTING SERVICES**

THIS AGREEMENT ("Contract") is made and entered into by the State of Texas, through the **RAILROAD COMMISSION OF TEXAS** ("RRC"), a state agency located at 1701 N. Congress Ave., Austin, Texas 78701 and **ADMINMONITOR**. ("Contractor"), located at 5051 Westheimer Rd, Houston, TX 77056 (individually, "Party"; collectively, "Parties").

WITNESSETH

WHEREAS, Texas Government Code Sections 2156.121 through 2156.127, Texas Government Code Sections 2157.121 through 2157.127, and the Rules and Procedures adopted by the Railroad Commission of Texas provide for RRC's authority to procure services in connection with live audio-visual broadcasting (webcast) for the Commissioners' Conference open meetings held by the agency or on-demand from a hosted website solely dedicated to open meetings of RRC; and

WHEREAS, in accordance with applicable provisions of Texas Government Code Chapters 2155, 2157 and 2261, RRC has selected Contractor to provide the desired Contractor and services referenced within the Invitation for Bid No. **455-26-1030** ("**IFB No. 455-26-1030**"), and Contractor has agreed to provide the desired Contractor and services referenced within **IFB No. 455-26-1030**, subject to the terms and conditions hereinafter set forth; and

WHEREAS, all terms and conditions of **IFB No. 455-26-1030**, including but not limited to insurance and specifications within the Statement of Services, constitute part of this **Contract No. 455-26-1030**.

NOW, THEREFORE, RRC and Contractor for and in consideration of the mutual promises, obligations, and benefits hereof, contract as follows:

I. CONTRACT DOCUMENTS.

1.01. SERVICES REQUIRED. In accordance with the terms and conditions of the Contract, including all Contract Documents incorporated by reference, Contractor shall deliver throughout the term of the Contract, including extension periods (if any), all services ("Services"), including all labor, qualified personnel, management, coordination, equipment, materials, insurance, and incidentals to fulfill all requirements and deliver all goods and/or services required under the Contract in accordance with applicable method protocols, industry/trade best practices, and all rules, regulations, and laws related thereto. "Contract Documents" include:

- a. This **Contract No. 455-26-1030**; and any amendments hereto;
- b. Exhibit A, **IFB No. 455-26-1030**, including all associated attachments, appendices, exhibits; and
- c. Exhibit B, Contractor Response, dated July 14, 2026 ("Contractor's Response").

1.02. INCORPORATED BY REFERENCE. All elements listed in 1.01.a. through 1.01.c. are attached hereto and hereby incorporated by reference and constitute part of the Contract as if fully set forth herein.

1.03. ORDER OF PRECEDENCE. For purposes of interpretation of the Contract and in the event of conflict within the Contract Documents, this **Contract No. 455-26-1030** shall take precedence over the other Contract Documents. Any inconsistency among the Contract Documents shall be resolved applying the order of priority as listed below:

- a. This **Contract No. 455-26-1030**; and any amendments hereto; then
- b. Exhibit A, **IFB No. 455-26-1030**, including all associated attachments, appendices, and addenda; then
- c. Exhibit B, Contractor Response dated July 14, 2026 ("Contractor's Response").

II. TERM.

2.01. CONTRACT AWARD.

- a. The original term of this Contract shall be from September 1, 2026 and shall continue through August 31, 2027 ("Original Term"), unless terminated earlier as provided in **IFB No. 455-26-1030**, section 2.02. set forth below.

This Contract may be extended only through written amendment to the Contract fully executed prior to expiration of the Contract term in effect prior to execution of the applicable amendment to the Contract. RRC reserves the right to renew the Contract for two (2) additional one-year renewals under the same terms and conditions plus any RRC approved changes.

- September 1, 2027 – August 31, 2028
 - September 1, 2028 – August 31, 2029
- b. Notwithstanding the termination or expiration of this Contract, any provisions regarding indemnification, confidentiality, dispute resolution, intellectual property rights, audit rights, limitation of liability, limitation of distribution, and warranties shall survive the termination or expiration dates of this Contract.

2.02. TERMINATION.

- a. **Termination for Cause.** RRC may terminate this Contract immediately for cause by providing written notice to Contractor of such termination if Contractor fails to execute the work properly, performs work in an unsatisfactory manner, or fails to perform any provision of the Contract. In the event of abandonment or default, Contractor will be responsible for paying damages to RRC, including but not limited to, the cost to re-solicit this Contract and any consequential damages to the State of Texas or RRC resulting from Contractor non-performance. In the event of termination for cause, Contractor will not be eligible for consideration in the re-solicitation, if any, and may not be considered in future solicitations for the same type of work unless the scope of work is significantly changed.
- b. **Termination for Convenience.** RRC may, at its sole option and discretion, terminate this Contract at any time, for any reason whatsoever, in whole or in part, by giving written notice ("Notice of Termination") to Contractor at least thirty (30) days prior to the effective date of termination or reduction in the scope of work. In the event of termination by RRC under this subsection, Contractor shall be governed by the terms and conditions and shall perform the acts outlined in the following Section 2.02.c.
- c. **Implementation of Termination.** Contractor shall terminate all work under the Contract to the extent and on the date specified in the Notice of Termination and until such date shall, to the extent stated in the Notice of Termination, do such work as may be necessary and be compensated only for such work as may be necessary, as determined by RRC to preserve the work in progress. In the event of termination by RRC, RRC shall pay Contractor for all work satisfactorily performed up to the effective date of termination.

2.03. NO LIABILITY UPON TERMINATION. If this Contract is terminated for any reason, RRC and the State of Texas shall not be liable to Contractor for any damages, claims, losses, or any other amounts arising from or related to any such termination absent an award of damages pursuant to Texas Government Code Chapter 2260.

III. CONSIDERATION AND SERVICES.

3.01. CONTRACT LIMIT, FEES AND EXPENSES. The total amount of fees to be paid under this Contract through the Original Term and extension terms, if any, (collectively, "Contract Term") shall not exceed **ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS AND ZERO CENTS (\$175,000.00)**.

Services under this Contract shall be provided on an as-needed basis. Although a Not-To-Exceed (NTE) maximum contract value is established, RRC is not obligated to utilize or expend funds up to the full NTE amount.

3.02. SERVICES.

- a. Contractor shall provide the goods and services necessary and reasonably inferable to complete the work required by and described in **IFB No. 455-26-1030**.
- b. Contractor services shall include all disciplines agreed upon between the Parties and all related usual and customary consultant and other services necessary and reasonably inferable to complete the work in accordance with RRC's specifications and the terms and conditions of this Contract.
- c. Additional goods and services are those services which shall be provided **ONLY** if authorized or confirmed in writing by RRC, and which are in addition to the goods and services contained within the scope and content of RRC's specifications and Contractor's Response in response to **IFB No. 455-26-1030**. In the event additional goods and services are proposed by Contractor. Contractor shall not proceed therewith except only after Contractor's receipt of RRC's written acceptance of the additional services proposed.
- d. The Statement of Services (**IFB No. 455-26-1030 (APPENDIX A AND B)**) describes the intended scope and character of work. The Parties agree it is Contractor's responsibility to review and understand requirements of the Statement of Services and to provide all goods and services to achieve those objectives.
- e. Contractor agrees and acknowledges that RRC is entering into this Contract in reliance on Contractor's represented professional abilities with respect to performing the services, duties, and obligations under this Contract. Contractor, and Contractor's consultants and subcontractors (if any) shall perform all services pursuant to this contract diligently and shall endeavor to further the interest of RRC in accordance with RRC's requirements and procedures and the standards of care and performance as described herein. Contractor agrees to use its best efforts to perform the Services (i) in accordance with the usual and customary professional standards of care, skill and diligence consistent with industry best practices for Contractor that provide services for projects that are similar in size, scope, and budget to that within this Contract and any Work Order issued thereunder, and (ii) in compliance with all applicable federal, state, and local statutes, laws, ordinances, regulations, codes, and rules and with those of any other body having jurisdiction. There are no obligations, commitments, or impediments of any kind known to Contractor that will limit or prevent performance by Contractor of the Services required under the Statement of Services and the Contract. Contractor hereby agrees to correct, at its own cost, any of its Services, and the Services of its consultants and subcontractors (if any) that do not meet this standard of care.
- f. Contractor's Services shall be reasonably accurate and free from any material errors or omissions. Neither acceptance nor approval of Contractor's Services by RRC shall relieve Contractor of any of its duties or release it from any liability, it being understood that RRC is, at all times, relying upon Contractor for its skill and knowledge in performing Contractor's Services. RRC shall have the right to reject any of Contractor's goods and/or services in accordance with the terms and conditions of **IFB No. 455-26-1030**.
- g. Contractor agrees to furnish efficient business administration and superintendence and to use Contractor's best efforts to fulfill the Contract and Work Order requirements in an expeditious and economical manner consistent with the interest of RRC and Contractor's professional skill and care.
- h. Contractor shall allocate adequate time, personnel, and resources as necessary to deliver goods and/or perform services and work under the Contract and Work Orders issued thereunder. Changes of Contractor's key personnel identified in Contractor's Response shall not be made without prior written approval of RRC. Contractor's day-to-day project team will be led by Contractor's Project Manager unless otherwise directed by RRC or prevented by factors beyond the control of Contractor. Contractor's Project Manager shall act on behalf of Contractor with respect to all aspects of Contractor's goods and/or services delivery and shall be available as required for the benefit of each project and RRC.

3.03. PAYMENTS TO CONTRACTOR.

- a. Payments to Contractor will be made in accordance with the terms and conditions of the Contract, and within thirty (30) days from receipt of a complete, correct, and approved invoice or statement of payment in accordance with Texas Government Code Chapter 2251, Texas Prompt Payment Act. An

invoice is considered received on the date it is date stamped by RRC. Contractor shall be paid for completion of work accepted and approved by RRC.

- b. Contractor shall invoice RRC for work performed and accepted by RRC. Contractor shall submit invoices as specified in **IFB No. 455-26-1030**.

IV. FUNDING.

4.01. STATE FUNDING. It is understood that all obligations of RRC hereunder are subject to the availability of state funds, federal grant(s) and/or other federal funds. If such funds are not appropriated or become unavailable, this Contract may be terminated. In such event, the Parties shall be discharged from further obligations, subject to the equitable settlement of their respective interests accrued up to the date of termination.

V. CONTRACTOR PERSONNEL.

5.01. REQUIRED QUALIFICATIONS. At all times during the term of the Contract, Contractor shall have available, under direct employment and supervision and/or subcontract agreement fully incorporating the terms and conditions of the Contract Documents, the required qualified and properly licensed (as applicable) personnel to properly fulfill all the terms and conditions of the Contract.

VI. NOTICES.

6.01. LEGAL NOTICES.

- a. Any legal notice required or permitted to be delivered under this Contract shall be deemed delivered when deposited in the United States mail, postage prepaid, certified mail, return receipt requested, addressed to RRC or Contractor at the address set forth below:

For RRC:

	<u>Railroad Commission of Texas</u>
	<u>Operations Division – Contract Management</u>
	<u>P.O. Box 12967</u>
	<u>Austin, Texas 78711-2967</u>
Attention:	<u>Theresa Lopez, Director of Operations</u>
Phone:	<u>512-463-6953</u>
Email:	<u>Theresa.Lopez@rrc.texas.gov</u>

For Contractor:

	<u>AdminMonitor</u>
	<u>12825 Tierra Grande Trail</u>
	<u>Austin, Texas, 78732</u>
Attention:	<u>B.F. Whitworth</u>
Phone:	<u>512-913-3558</u>
Email:	<u>bf@adminmonitor.com</u>

- b. Legal notice given in any other manner shall be deemed effective only if, and when, received by the Party. Either Party may change its address for notice by written notice to the other Party as provided herein.

VII. MISCELLANEOUS PROVISIONS.

7.01. GOVERNING LAW AND VENUE. This Contract shall be governed by and construed in accordance with the laws of the State of Texas without regard to conflicts of law provisions. The venue of any suit brought under this Contract is fixed in any court of competent jurisdiction in Travis County, Texas unless the specific venue is otherwise identified in a statute which directly names or otherwise identifies its applicability to the RRC. Contractor irrevocably waives any objection, including any objection to personal jurisdiction or proper venue or based on the grounds of forum non conveniens, which it may now or hereafter have to the filing of any action or

proceeding in such jurisdiction in respect of this Contract or any document related hereto. **Nothing in this Section shall be construed as a waiver of sovereign immunity by RRC.**

7.02. SEVERABILITY. If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this **Contract No. 455-26-1030** shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

7.03. PROPER AUTHORITY. The Parties hereto represent and warrant that the person executing this Contract on behalf of each Party has full power and authority to enter into this Contract. Contractor acknowledges Contract is effective for the period specified in the Contract. Any services performed by Contractor before this Contract is effective or after it ceases to be effective are performed at the sole risk of Contractor.

7.04. SOVEREIGN IMMUNITY. The Parties expressly agree that nothing contained in **IFB No. 455-26-1030**, or this Contract is in any way intended to constitute a waiver by the State of Texas or RRC of any immunities from suit or from liability that the State of Texas or RRC may have by operation of law. Further, the Parties agree that nothing contained in IFB No. 455-26-1030, or this Contract will in any manner be construed as a waiver of sovereign immunity or official immunity by RRC, its employees, or the State of Texas.

7.05. FALSE STATEMENTS; BREACH OF REPRESENTATIONS. By signature to this Contract, Contractor makes all the representations, warranties, guarantees, certifications and affirmations included in this Contract. If Contractor signs this Contract with a false statement or it is subsequently determined that Contractor has violated any of the representations, warranties, guarantees, certifications or affirmations included in this Contract, Contractor shall be in default under this Contract, and RRC may terminate or void this Contract for cause and pursue other remedies available to RRC under this Contract and applicable law.

7.06. ENTIRE CONTRACT AND MODIFICATION. This **Contract No. 455-26-1030** and all Contract Documents referenced in Section 1.01. herein constitute the entire agreement of the Parties and are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless otherwise expressly authorized by the terms of this Contract, no modification, renewal, extension or amendment to this Contract shall be binding upon the Parties unless the same is in writing and signed by the respective Parties hereto.

EXECUTION SIGNATURES. The Parties agree the Contract and any written Amendments thereto necessary for the consummation of the transaction contemplated by the Contract may be accepted, executed or agreed to through the use of an electronic signature in accordance with the Electronic Signatures in Global and National Commerce Act ("E-Sign Act"), Title 15, United States Code, Sections 7001 et seq., the Uniform Electronic Transaction Act ("UETA") and any applicable state law. Any document accepted, executed, or agreed to in conformity with such laws will be binding on each Party as if it were physically executed. The Parties to this Contract have electronically executed this Contract which shall be deemed an original. By the signatures below, each signatory represents and warrants that they have the authority to enter into this Contract on behalf of the respective Parties.

RAILROAD COMMISSION OF TEXAS

DocuSigned by:
By: Danny Sorrells
5D99A45E434042D...
Danny Sorrells
Deputy Executive Director
Signing on behalf of
Wei Wang, Executive Director

ADMINMONITOR

Signed by:
By: B.F. Whitworth
74E7AE1149704E4...
B.F. Whitworth
Account Manager
Signing on behalf of
Henrique Ferreira, CEO

Date of Execution: 9/1/2026

Date of Execution: 8/31/2026

RRC use only below this line.

Division Director:

MJ

DS

Chief Administrative Officer:

CS

Director of Operations:

tl

Initial

Office of General Counsel:

FL

Date: 8/26/2026

Date: 8/26/2026

Date: 8/26/2026

Date: 8/25/2026

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