

STATE OF VERMONT CONTRACT SUMMARY AND CERTIFICATION ----- Form AA-14 (1/8/2019)

Note: All sections must be completed. Incomplete forms will be returned to the originating department.

I. CONTRACT INFORMATION:

Agency/Department: AHS/ Department of Corrections **Contract #:** 33430 **Amendment #:** 2

Vendor Name:	Global Tel*Link Corporation	VISION Vendor No: 360164
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Vendor Address: 3120 Fairview Park Drive, Suite 300, Falls Church VA 22042

Starting Date: 4/15/17 **Ending Date:** 4/13/2023 **Amendment Date:** 4/14/2021

Summary of agreement or amendment: Amendment to extend term, add funding, and update ADS security policies.

II. FINANCIAL & ACCOUNTING INFORMATION

Maximum Payable:	\$125,000.00	Prior Maximum:	\$ 0.00	Prior Contract # (If Renewal):
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Current Amendment:	\$125,000.00	Cumulative amendments:	\$ 0.00	% Cumulative Change:
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Business Unit(s): 3480; ; - [notes:] **VISION Account(s):** ;

Estimated Funding Split:	<input type="text" value="50.00"/> % GF	<input type="text"/> % SF	<input type="text"/> % EF	<input type="text" value="50.00"/> % Other
	<input type="text"/> % TF	<input type="text"/> % GC	<input type="text"/> % FF	REC Fund (name)

III. PROCUREMENT & PERFORMANCE INFORMATION

A. Identify applicable procurement process utilized.

☒ Standard Bid/RFP ☐ Simplified ☐ Sole Source (See B.) ☐ Qualification Based Selection ☐ Statutory

B. If Sole Source Contract, contract form includes self-certification language? ☐ Yes ☒ N/A

C. Contract includes **performance measures/guarantees** to ensure the quality and/or results of the service? ☒ Yes ☐ No

IV. TYPE OF AGREEMENT (select all that apply)

☐ Personal Service ☐ Construction ☐ Arch/Eng. ☐ Marketing ☒ Info. Tech. ☒ Prof. Service

<input checked="" type="checkbox"/> Non-Personal Service	_____	_____	_____	_____	_____
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☐ Commodity ☐ Retiree/Former SOV EE ☐ Financial Trans ☐ Zero-Dollar ☐ Privatization ☐ Other

V. SUITABILITY FOR CONTRACT FOR SERVICE

<input checked="checked" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> n/a	Does this contract meet the determination of an Independent Contractor? If "NO", the contractor must be set up and paid on payroll through the VTNR system.
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VI. CONTRACTING PLAN APPLICABLE

Is any element of this contract subject to a pre-approved Agency/Dept. Contracting Waiver Plan? ☐ Yes ☒ No

VII. CONFLICT OF INTEREST

By signing below, I (Agency/Dept. Head) certify that no person able to control or influence award of this contract had a pecuniary interest in its award or performance, either personally or through a member of his or her household, family, or business.

☐ Yes ☒ No Is there an "appearance" of a conflict of interest so that a reasonable person may conclude that this party was selected for improper reasons: (If yes, explain)

VIII. PRIOR APPROVALS REQUIRED OR REQUESTED

☒ Yes ☐ No Agreement must be Certified by the Attorney General under 3 V.S.A. § 342 (sign line #4 below)

☒ Yes ☐ No Attorney General review As To Form is required (\$25,000 and above) or otherwise requested: _____ (AAG initial)

☒ Yes ☐ No Agreement must be approved by the Secretary of ADS/CIO

☐ Yes ☒ No Agreement must be approved by the CMO: for Marketing services over \$25,000

☐ Yes ☒ No Agreement must be approved by Comm. Human Resources: for Privatization, Retirees, Former Employees, & if a Contract fails the IRS test.

☒ Yes ☐ No Agreement must be approved by the Secretary of Administration E-SIGNED by Diane Irish

IX. AGENCY/DEPARTMENT HEAD CERTIFICATION; APPROVAL on 2021-04-05 11:05:07 EDT

IX. AGENCY/DEPARTMENT HEAD CERTIFICATION; APPROVAL on 2021-04-05 11:05:07 EDT

I have made reasonable inquiry as to the accuracy of the above information (sign in order):

	E-SIGNED by James Baker on 2021-04-05 10:43:10 EDT		E-SIGNED by Jenney Samuelson on 2021-04-05 13:28:17 EDT
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1-Date	1-Agency/Department Head	2-Date	2-Agency Secretary (if required)
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	E-SIGNED by John Quinn on 2021-04-07 07:51:55 EDT			
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3a-Date	3a-CIO	3b-Date	3b-CMO	3c-Date	3c-Commissioner DHR
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	E-SIGNED by Robert LaRose on 2021-04-05 10:36:17 EDT		E-SIGNED by Kristin Clouser on 2021-04-09 13:34:15 EDT
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4-Date	4-Attorney General	5-Date	5-Secretary of Administration
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E-SIGNED by Jonathan Provost on 2021-04-05 14:09:23 EDT E-SIGNED by Candace Elmquist on 2021-04-07 15:10:58 EDT

Memorandum

To: Susanne Young, Secretary of Administration

Date: 3/26/2021

From: James Baker, Commissioner, Department of Corrections

E-SIGNED by James Baker
on 2021-03-29 10:57:20 EDT

Re: Contract Amendment, Global Tel*Link Corporation #33430 AM 2

The Department of Corrections (DOC) requests the approval of this second amendment of its contract with Global Tel*Link Corporation (GTL). DOC is obligated to provide incarcerated individuals a means of communication with family. This contract provides a multitude of services including Inmate Commissary, Telephone Services, Video Visitation, approved entertainment, and other Technological Kiosk solutions for incarcerated individuals statewide at no cost to the State.

GTL was chosen as a result of a competitive bid process conducted in 2016 with an approved contract term construct of 4 + 2 + 2 years. This amendment will activate the first 2-year term extension.

Services for this contract are charged directly to inmates and commissions earned from those purchases fuel the Inmate Recreation Fund. As such, this has historically been a “Zero-Dollar” contract. The following change will shift this agreement to a low-cost agreement but will not change the revenues generated to the Inmate Recreation Fund:

During the COVID-19 Pandemic, DOC has had to temporarily end in-person visitation from friends and families at our Correctional Facilities. The State offered the following services to inmates to be charged to the State:

- One video visit/inmate/week of up to 25 minutes except when the facility is in lockdown.
- Two phone calls/inmate/week of up to 5 minutes each
- Monthly gaming subscriptions per inmate for the GTL tablets

This offering coupled with the increased use of the tablets identified a need to establish a replacement timeline that we have included in this amendment. Bulleted services above will be invoiced to the State and paid from General Fund dollars.



State of Vermont

Agency of Digital Services
One National Life Drive, Dewey 2nd Floor
Montpelier, VT 05620-2001

[phone] 802-828-4141

MEMO

Date: 04/02/2021

To: John Quinn - CIO

VIA: Jon Provost

From: ADS Procurement Advisory Team (PAT)

Subject: Subject: CIO approval of contract amendment 33430_2 between the Department of Corrections and Global Tel*Link Corporation.

The Agency of Digital Services (ADS) PAT team reviewed contract amendment 33430_2 between the Department of Corrections and Global Tel*Link Corporation, at our April 01, 2021 meeting.

DOC is obligated to provide incarcerated individuals a means of communication with family. This contract provides a multitude of services including Inmate Commissary, Telephone Services, Video Visitation, approved entertainment, and other Technological Kiosk solutions for incarcerated individuals statewide at no cost to the State

Services for this contract are charged directly to inmates and commissions earned from those purchases fuel the Inmate Recreation Fund. As such, this has historically been a “Zero-Dollar” contract.

During the COVID-19 Pandemic, DOC has had to temporarily end in-person visitation from friends and families at our Correctional Facilities. The State offered the following services to inmates to be charged to the State: - One video visit/inmate/week of up to 25 minutes except when the facility is in lockdown. - Two phones calls/inmate/week of up to 5 minutes each - Monthly gaming subscriptions per inmate for the GTL tablets.

This amendment adds funding of \$125,000.00 and extends the term to 04/13/2023.

The PAT team recommends CIO of this contract amendment.



ADS Review Verification Sheet					
Project Name:		GlobalTelLink 33430_2			
Agency/Dept.		AHS DOC			
ADS Reviewer Summary & Sign-off					
Memo					
Reviewer	Reviewer Name	Date Received	Date Review Completed	Ok to Proceed to with project from Reviewer's perspective?	
IT Contracting Specialist	Jon Provost				
Chief Financial Officer	Kate Slocum				
Enterprise Architecture	John Hunt				
Chief Information Security Officer	Scott Carbee				
Chief Data Officer	Kristin McClure				
IT Leader					
Chief Technology Officer	Mark Combs				
Deputy Secretary	Shawn Nailor				
CIO	John Quinn			Date e-signed approval:	
RFP					
	Reviewer Name	Date Received	Date Review Completed	Ok to Post RFP from Reviewer's perspective?	
IT Contracting Specialist	Jon Provost				
Chief Financial Officer	Kate Slocum				
EPMO/OPM					
Enterprise Architecture	John Hunt				
Chief Information Security Officer	Scott Carbee				
Chief Data Officer	Kristin McClure				
IT Leader					
Risk Management	Rebecca White				
Chief Technology Officer	Mark Combs				
Deputy Secretary	Shawn Nailor				
CIO	John Quinn			Date e-signed approval:	
Contract or Amendment					
	Reviewer Name	Date Received	Date Review Completed	Ok to Sign Contract from Reviewer's perspective?	
IT Contracting Specialist	Jon Provost	3/29/2021	4/1/2021	Yes	
Chief Financial Officer	Kate Slocum	3/29/2021	4/1/2021	Yes	
EPMO/OPM		3/29/2021			
Enterprise Architecture	Bill Froberg	3/29/2021	4/1/2021	Yes	
Chief Information Security Officer	Scott Carbee	3/29/2021	4/1/2021	Yes	
Chief Data Officer	Kristin McClure	3/29/2021			
IT Leader	Darin Prail	3/29/2021	4/1/2021	Yes	
Risk Management	Rebecca White	3/29/2021	3/31/2021	Yes	
Chief Technology Officer	Mark Combs	3/29/2021	4/1/2021	Yes	
Deputy Secretary	Shawn Nailor	3/29/2021			
CIO	John Quinn	3/29/2021		Date e-signed approval:	

**STATE OF VERMONT
CONTRACT AMENDMENT**

It is hereby agreed by and between the State of Vermont, Department of Corrections (the "State") and Global Tel*Link Corporation, with a principal place of business in Falls Church, VA (the "Contractor") that the contract between them originally dated as of 05/17/2017, Contract # 33430, as amended to date, (the "Contract") is hereby amended as follows:

- I. **Maximum Amount.** The maximum amount payable under the Contract, wherever such reference appears in the Contract, shall be changed from \$0 to \$125,000 representing an increase of \$125,000.
- II. **Contract Term.** The Contract end date, wherever such reference appears in the Contract, shall be changed from 04/14/2021 to 04/13/2023. The Contract Term may be renewed for one additional two-year period at the discretion of the State.

- III. **Attachment A, Scope of Services.** The scope of services is amended as follows:

To replace Attachment A, Page 16, Section 6.2.34 with the following: "6.2.34. The system must conform to State security standards and protocols. A list of the Agency of Human Services security policies can be found at <https://humanservices.vermont.gov/rules-policies> and a list of Agency of Digital Services security policies can be found at <https://digitalservices.vermont.gov/working-us/policies>."

To remove Attachment A, Page 35, 6.2.156 "Handheld devices/tablets will be for sale to the inmate population at a reasonable cost, see Tablet Application Fees table in 6.2.162."

- IV. **Attachment B, Payment Provisions.** The payment provisions are amended as follows:

To add to Attachment B, Page 42 (continued on Page 43), Section 2 as paragraph 9:

"Inmate Communication & Gaming Services Charged to the State

Contractor will invoice the State for the following services normally charged to inmates only for periods specified and approved by the State Chief of Operations at applicable rates:

- One video visit per inmate per week of up to 25 minutes except when the facility is in lockdown, charged at \$0.15 per minute.
- Two (2) phone calls per inmate per week of up to 5 minutes each call, charged at existing contract ICS interstate or intrastate per minute rates, including applicable federal, state, and local taxes, fees, and surcharges.
- One month gaming subscriptions per inmate for the GTL tablets, charged at the full cost.

Rates charged to the State will be for actual services used. Invoices will include reports by facility and inmate of actual costs incurred and be received by the State within sixty (60) days following the close of the period approved by the State Chief of Operations.”

Taxes Due to the State. Contractor certifies under the pains and penalties of perjury that, as of the date this contract amendment is signed, the Contractor is in good standing with respect to, or in full compliance with a plan to pay, any and all taxes due the State of Vermont.

Child Support (Applicable to natural persons only; not applicable to corporations, partnerships or LLCs). Contractor is under no obligation to pay child support or is in good standing with respect to or in full compliance with a plan to pay any and all child support payable under a support order as of the date of this amendment.

Certification Regarding Suspension or Debarment. Contractor certifies under the pains and penalties of perjury that, as of the date this contract amendment is signed, neither Contractor nor Contractor’s principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in federal programs, or programs supported in whole or in part by federal funds.

Contractor further certifies under pains and penalties of perjury that, as of the date this contract amendment is signed, Contractor is not presently debarred, suspended, nor named on the State’s debarment list at: <http://bgs.vermont.gov/purchasing-contracting/debarment>

This document consists of 2 pages. Except as modified by this Amendment No. 2, all provisions of the Contract remain in full force and effect.

The effective date of this amendment is: 04/14/2021. The signatures of the undersigned indicate that each has read and agrees to be bound by this Amendment to the Contract.

STATE OF VERMONT

Global Tel*Link Corporation

By:  E-SIGNED by James Baker
on 2021-04-13 11:54:57 EDT

By:  E-SIGNED by Alicia Freeman
on 2021-04-13 11:03:20 EDT

Name: James Baker

Name: Alicia Freeman

Title: Commissioner

Title: VP of Contracts & Procurement