





# INTEROFFICE MEMO

Gary Grief, Executive Director

Alfonso D. Royal III, Charitable Bingo Operations Director

**To:** J. Winston Krause, Chairman  
Carmen Arrieta-Candelaria, Commissioner  
Doug Lowe, Commissioner  
Robert Rivera, Commissioner

**From:** Mike Fernandez, Administration Division Director

**Date:** April 12, 2018

**Re:** Report, possible discussion and/or action on agency prime contracts, including amendment, renewal or extension of the contracts for Security Officer Services, Website Hosting Services, Houston Claim Center Lease, and the trademark license and promotional agreement with the Houston Texans.

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The following briefing items are to advise the Commission of staff's intent to renew the contracts for Security Officer Services, Website Hosting Services, Houston Claim Center Lease, and the trademark license and promotional agreement with the Houston Texans.

Service or Goods Provided	Security Officer Services
Vendor	Smith Protective Services, Inc.
Proposed Action	Renew current contract (first option for September 1, 2018 – August 31, 2019)
Description	Perform security officer services for TLC headquarters
Term	July 6, 2017 – August 31, 2018 with three 1-year extensions
Estimated Annual Cost	\$433,772
Conflict of Interest	Commissioners have independently confirmed they do not have a financial interest in Smith Protective Services, Inc.

Service or Goods Provided	Website Hosting Services
Vendor	Technology Spa, LLC
Proposed Action	Renew current contract (first option for September 1, 2018 – August 31, 2020)
Description	Perform website hosting services
Term	July 15, 2015 – August 31, 2018 with two 2-year extensions
Estimated Annual Cost	\$194,160
Conflict of Interest	Commissioners have independently confirmed they do not have a financial interest in Technology Spa, LLC

Service or Goods Provided	Houston Claim Center Lease
Vendor	Weingarten Realty Investors
Proposed Action	Renew current contract (September 1, 2018 – August 31, 2023)
Description	Houston Claim Center Lease administered by the Texas Facilities Commission
Term	March 4, 1994 – August 31, 1999 with extensions
Estimated Annual Cost	\$48,908
Conflict of Interest	Commissioners have independently confirmed they do not have a financial interest in Weingarten Realty Investors

Service or Goods Provided	Trademark License and Promotional Agreement
Vendor	Houston NFL Holdings, LP (Houston Texans)
Proposed Action	Renew current contract (July 1, 2018 – June 30, 2019)
Description	<ol style="list-style-type: none"> <li>1) exercise the second of four (4) additional one-year renewals, with the extension periods to begin July 1, 2018 and continue through June 30, 2019</li> <li>2) modify some of the advertising services and marketing support and merchandise/experiential prizes</li> </ol>
Term	4/25/2016 – 6/30/2017 with four 1-year extensions
Estimated Annual Cost	\$1,485,750
Conflict of Interest	Commissioners have independently confirmed they do not have a financial interest in Houston NFL Holdings, LP (Houston Texans)