

1. Agency Contract Number 170007304
2. IRIS or DGS Solicitation Number (if used)
3. Optional Renewal? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Years remaining <u> 2 </u>
4. Agency Unit and Appropriation Code NA
5. IRIS GAE Number (if used) NA
6. Amendment No. One

STATE OF ALASKA

AMENDMENT TO PROFESSIONAL SERVICES CONTRACT

This agreement is between the State of Alaska,

7. Department of Administration hereafter the State, and

8. Contractor Transcription Outsourcing, LLC hereafter the Contractor

Mailing Address	Street or P.O. Box	City	State	ZIP Code
1780 S. Bellaire St. Suite 400		Denver	CO	80222

9. Original period of performance FROM: May 22, 2017 TO: May 21, 2019

10. Amended period of performance FROM: May 22, 2017 TO: May 21, 2020

11. Previous amount of contract to date: See Appendix C

12. Amount of this amendment: NA

13. This amended contract shall not exceed a total of NA

14. In accordance with the provisions of the above referenced contract, the parties to that contract agree that the services to be performed by the contractor under the contract are amended as follows: All other terms and conditions of the contract remain in effect. (Use reverse for continuation of amended provisions if necessary.)
 This amendment serves to exercise one of three one-year renewal options.
 This amendment serves to amend appendix C to add additional language.

In full consideration of the contractor's performance under and including this amendment, the State shall pay the contractor a new total not to exceed \$

The period of performance under this contract is increased/decreased by One Year

IN WITNESS WHEREOF the parties hereto have executed this amendment.

NOTICE! This amendment has no effect until signed by the head of the contracting agency, procurement officer or designee.

<p>15. CONTRACTOR</p> <p>Name of Firm Transcription Outsourcing, LLC</p> <p>Signature of Authorized Representative Date <u>April 26, 2019</u></p> <p>Typed or Printed Name of Authorized Representative <u>Ben Walker</u></p> <p>Title <u>CEO</u></p>	<p>17. CERTIFICATION: I certify that the facts herein and on supporting documents are correct, that this voucher constitutes a legal charge against funds and appropriations cited, that sufficient funds are encumbered to pay this obligation, or that there is a sufficient balance in the appropriation cited to cover this obligation. I am aware that to knowingly make or allow false entries or alterations on a public record, or knowingly destroy, mutilate, suppress, conceal, remove or otherwise impair the verity, legibility or availability of a public record constitutes tampering with public records punishable under AS 11.56.815 - .820. Other disciplinary action may be taken up to and including dismissal.</p>
<p>16. CONTRACTING AGENCY</p> <p>Department/Division NA</p> <p>Signature of Project Director Date</p> <p>Typed or Printed Name of Project Director</p> <p>Title</p>	<p>Signature of Head Contracting Agency or Designee Date 04/26/19</p> <p>Typed or Printed Name of Authorizing Official Eric Verrelli</p> <p>Title Contracting Officer</p>

14. Continuation of amended provisions.

AMENDMENT TO PROFESSIONAL SERVICE CONTRACT FOR
ENTRY DEFINITIONS

1. Agency assigned contract number for tracking, reference, and billing.
2. Department of Administration (DOA) number assigned by the Division of General Services (DGS) (if formal solicitation is conducted).
3. Optional renewal? Yes or no. Years remaining not including this renewal.
4. Financial coding assigned by the agency for billing purposes.
5. Encumbrance number assigned to this contract by the agency.
6. Amendment number. How many to date for this contract including this one?
7. Department.
8. Contractor's name and address.
9. Original period of performance, including previous amendments.
10. Amended period of performance of this document.
11. Total date **not** including this amendment.
12. Amount of this amendment.
13. **New** total not to exceed including this amendment.
14. This section must contain all material changes from the contract such as the new total not to exceed amount and the new period of performance. If no change is being made, write "same." This section also requests the number of years, months and days this contract is either increased or decreased by.
16. Contractor's name, signature, and address.
17. Your division project director's name and signature.

Appendix C

Work performed shall be billed at or below services rates proposed by the contractor as shown on the following page. Payments shall be made in accordance with Attachment A, 12 of the RFP 1700007304.

Amendment to appendix C:

Legal transcription costs: Contractors will be allowed to increase their pricing for legal transcriptions above the contracted ceiling price, when necessary, to match mandatory pricing set out in participating State's statute.