



GENERAL ASSEMBLY OF THE STATE OF TENNESSEE  
FISCAL REVIEW COMMITTEE

320 Sixth Avenue, North – 8<sup>th</sup> Floor  
NASHVILLE, TENNESSEE 37243-0057  
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Brian Kelsey  
Steve Southerland  
Randy McNally, *ex officio*  
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**M E M O R A N D U M**

TO: Jessica Robertson, Chief Procurement Officer  
Department of General Services

FROM: Senator Bill Ketron, Chairman  
Representative Mark White, Vice-Chairman

DATE: April 22, 2013

SUBJECT: **Contract Comments**  
(Fiscal Review Committee Meeting 4/22/13)

**RFS# 332.01-03310 (Edison # 19758)**

**Department: Tennessee Higher Education Commission (THEC)**

**Vendor: XAP Corporation**

**Summary: The vendor is responsible for electronic transcript services and the CollegeforTN initiative. The proposed amendment specifies the vendor's service obligations including a Service Level Agreement and a provision for credit to be applied when service issues and service unavailability occur; extends current contract an additional year through April 30, 2014; increases maximum liability by \$925,000; and provides for a 10 percent reduction in payment rates.**

**Current maximum liability: \$3,364,368**

**Proposed maximum liability: \$4,289,368**

After review, the Fiscal Review Committee voted to recommend approval of the contract amendment.

cc: Dr. Richard Rhoda, Executive Director