

OUTSIDE COUNSEL CONTRACT

OAG Contract No. 2018-473-0550

This Agreement, including all Addenda (the Addenda are incorporated herein by reference), is hereinafter referred to as the “Outside Counsel Contract” or “OCC.” This Outside Counsel Contract is made and entered into by and between the Public Utility Commission of Texas (“Agency”) and Jennings, Strouss & Salmon, PLC (“Outside Counsel”). The term “Parties” as used in this OCC refers to the Agency and the Outside Counsel, and does not include the Office of the Attorney General of Texas (“Attorney General” or “OAG”). This OCC is made and entered into with reference to the following facts:

INDUCEMENTS

Whereas, Agency requires the assistance of outside legal counsel in carrying out its responsibilities; and

Whereas, Agency has received prior approval from the OAG to contract for outside legal services; and

Whereas, Outside Counsel desires to provide legal services to Agency, subject to the authority of the Attorney General.

AGREEMENT

Now, Therefore, in consideration of the inducements, covenants, agreements and conditions herein contained, the Parties agree as follows:

Section 1. Purpose/OAG Approval.

1.1 Purpose. The purpose of this OCC is for Outside Counsel to provide legal services to Agency, as described in Addendum A. Outside Counsel and Agency understand and agree to the OAG’s continuing authority and right to expand or limit the scope of legal services provided by Outside Counsel to Agency, subject to sections 39.408, 39.4525, and 39.504 of the Texas Utilities Code.

1.2 OAG Approval. The Attorney General’s, or his Designee’s, signature on this OCC represents the OAG’s approval of Outside Counsel serving as legal counsel to Agency during the term of, and for the purposes expressed in, this OCC. Consistent with Section 402.0212 of the Texas Government Code, the OAG may withdraw, modify, or expand this approval at any time.

1.2.1 Litigation. Outside Counsel shall not represent Agency in any litigation unless Addendum A authorizes such litigation. If Addendum A does not authorize Outside Counsel’s representation of Agency in a type of litigation matter and the Agency requires such representation, the Agency must request litigation authority from the OAG and submit a new Outside Counsel Contract to the OAG for approval before filing or responding to litigation matters. If Addendum A specifically authorizes litigation in a particular matter, Outside Counsel

has the duty to promptly notify the Agency and OAG of the desirability or likelihood of an appeal. This provision does not require the Agency to seek authorization from the OAG before the Outside Counsel may represent the Agency in a proceeding before the Federal Energy Regulatory Commission (“FERC”) related to one or more of the subjects specifically identified in Addendum A and sections 39.408, 39.4525, and 39.504 of the Texas Utilities Code, or a court reviewing such a FERC proceeding, subject to the limitations in subsection 1.2.2 of this OCC.

1.2.2 Appellate Matters. Irrespective of any authorization to engage in litigation in this OCC, or in a writing outside of this OCC, the Agency will notify the OAG and give the OAG the opportunity to take up representation of Agency in any appellate matter. Outside Counsel is not authorized to file any document or make any public statement on any appeal, in any capacity, whether interlocutory or otherwise, whether as appellant, appellee, respondent, applicant, or otherwise, sooner than 14 days after Agency has notified OAG, unless Agency notifies Outside Counsel that it has received approval from OAG and expressly authorizes making the filing or public statement prior to 14 days after Agency has notified OAG.

Section 2. OCC Term.

This OCC shall commence on February 1, 2018, and shall terminate on December 31, 2022 (hereinafter “OCC Term”), unless terminated earlier pursuant to Section 7 of this OCC. The OCC Term may not be extended except by amendment pursuant to Section 9.12 of this OCC.

Section 3. Obligations of Outside Counsel.

3.1 Duties. Outside Counsel will provide professional legal services to the Agency as described in Addendum A. Outside Counsel shall represent Agency with due professional care as required by applicable law and disciplinary rules.

3.2 Staff. Outside Counsel is expected to perform valuable services for Agency, and the method and amount or rate of compensation are specified in Section 5 and Addendum B of this OCC. Outside Counsel staff and employees are expected to perform work of a type commensurate with their professional title. Outside Counsel agrees that any person employed or engaged by Outside Counsel and who assists in performing the services agreed to herein shall not be considered employees or agents of Agency or the State of Texas.

3.3 Public Information and Client Communications. Outside Counsel acknowledges that information created or exchanged in the course of representation of a governmental body may be subject to the Texas Public Information Act, Chapter 552 of the Texas Government Code, and may be subject to required disclosure in a publicly accessible format pursuant to Section 2252.907 of the Texas Government Code. Outside Counsel will exercise professional judgment and care when creating documents or other media intended to be confidential or privileged attorney-client communications that may be subject to disclosure under the Public Information Act (e.g. invoices where incidental notation may tend to reveal litigation strategies or privileged information). Outside Counsel should mark confidential or privileged attorney-client communications as confidential. This subsection shall not be interpreted to limit Outside Counsel’s duty to provide full disclosure to Agency and the OAG as necessary in Outside

Counsel's judgment to represent Agency with due professional care or as required by applicable law or disciplinary rules.

3.4 Status. Pursuant to the standard of professional care owed to the Agency, Outside Counsel shall endeavor to keep Agency fully informed about all material matters relating to legal services provided under this OCC.

3.5 Subcontracting Authority. In the event Outside Counsel determines it is necessary or expedient to subcontract for any of the performances herein, or in support of any of those performances, Outside Counsel may enter into such subcontract(s) after obtaining express written approval from Agency. If Outside Counsel purports to enter into a subcontract without express written approval from Agency, the parties agree that such contract shall be voidable at the option of Agency, in consultation with OAG, and that Outside Counsel shall have no recourse against Agency, OAG, or the State of Texas for any direct or indirect costs, damages, or any other expenses related to the subcontractor. For all subcontracts entered by Outside Counsel, the Parties agree that all such subcontracts are subject to Section 4 (Liability), Subsection 5.2 (Reimbursement of Expenses), Subsection 5.3 (Subcontractor Payments), Subsection 6.2 (Subcontractor Invoices), and Subsection 6.5 (Supporting Documents; Right-to-Audit; Inspection of Records) of this OCC. Furthermore, if Outside Counsel elects to enter into a subcontract for any legal services, then the Parties agree that the Agency shall not be liable to Outside Counsel for any hourly rates or rate ranges greater than the highest hourly rate or rate range specified in Addendum B unless prior written approval is obtained from the Agency and OAG. Any subcontracted legal counsel must comply with Subsection 9.8 (Conflict of Interest) of this OCC.

Outside Counsel agrees to comply with all state and federal laws applicable to any subcontractors, including, but not limited to, laws regarding wages, taxes, insurance, historically underutilized businesses and workers' compensation.

In no event shall this section or any other provision of this OCC be construed as relieving Outside Counsel of the responsibility for ensuring that all performances rendered under this OCC, and any subcontracts thereto, are rendered in compliance with all of the terms of this OCC.

Section 4. Liability.

4.1 Limitation of Liability. The Parties stipulate and agree that the total liability to Outside Counsel, including consideration for the full, satisfactory and timely performance of all its duties, responsibilities and obligations, and for reimbursement of all expenses, if any, as set forth in this OCC or other liability arising out of any performance herein shall not exceed:

\$1,500,000 per utility per year, for a total of \$18,000,000 for this OCC Term.

The Parties stipulate and agree that any act, action or representation by either party, their agents or employees that purport to increase the liability of the State of Texas or Agency is voidable by the OAG, unless this OCC is amended to modify this limitation of liability. Outside Counsel agrees that the OAG, the State of Texas and its agencies (other than Agency) shall have no liability arising out of this OCC or the performances of this OCC to Outside Counsel.

The parties stipulate and agree that the parties responsible for paying Outside Counsel shall be Southwestern Public Service Company (SPS); Entergy Texas, Inc. (ETI); and Southwestern Electric Power Company (SWEPCO), as required in sections 39.408, 39.4525, and 39.504 of the Texas Utilities Code. Agency's designated representative shall review invoices for accuracy and reasonableness of charges and direct SPS, ETI, or SWEPCO, as determined by the Agency's representative, to pay Outside Counsel, consistent with Section 5 of this OCC, as consideration for the full, satisfactory, and timely performance of all Outside Counsel's duties, responsibilities and obligations, and for reimbursement of all expenses, if any, as set forth in this OCC.

4.2 Subject to Appropriation. The Parties acknowledge and agree that nothing in this OCC will be interpreted to create a future obligation or liability in excess of the funds currently appropriated to the Agency.

Section 5. Compensation/Expenses.

5.1 Fees to Outside Counsel. Agency agrees to direct SPS, ETI, or SWEPCO, as determined by Agency's designated representative, to pay Outside Counsel in consideration of full and satisfactory performance of the legal services under this OCC. Services for non-attorney timekeeper classifications listed on Addendum B, if applicable, such as paralegal, legal assistant, or patent agent, must be of a substantive legal nature in order to be reimbursable. Outside Counsel agrees to the fee schedule as described in Addendum B.

5.2 Reimbursement of Expenses. Agency will direct SPS, ETI, or SWEPCO, as determined by Agency's designated representative, to reimburse Outside Counsel for actual expenses incurred in the performance of the legal services described in Addendum A, if such expenses are reasonable and either necessary or advisable. Outside Counsel must provide copies of original receipts as evidence of actual expenditures. Limitations on the amount and type of reimbursement include:

5.2.1 Mileage. Agency will direct SPS, ETI, or SWEPCO, as determined by Agency's designated representative, to reimburse Outside Counsel for reasonable and necessary travel mileage at the per mile rate posted on the Texas Mileage Guide adopted under Section 660.043 of the Texas Government Code. The Texas Mileage Guide is currently available on the Comptroller of Public Accounts' website, at: <https://fm.x.cpa.state.tx.us/fm/travel/travelrates.php>.

5.2.2 Meals. Agency will direct SPS, ETI, or SWEPCO, as determined by Agency's designated representative, to reimburse Outside Counsel for reasonable and necessary meal expenses at the rate posted on the Comptroller of Public Accounts' website, at <https://fm.x.cpa.state.tx.us/fm/travel/travelrates.php> or actual expenses, whichever is less, for each attorney for each day requiring overnight travel. Agency will not direct SPS, ETI, or SWEPCO to reimburse Outside Counsel for the purchase of alcohol.

5.2.3 Lodging. Agency will direct SPS, ETI, or SWEPCO, as determined by Agency's designated representative, to reimburse Outside Counsel for reasonable and necessary lodging expenses. Unless otherwise agreed upon by Agency in writing in advance, in-state lodging or

overnight accommodations will be reimbursed at the lesser amount of the actual expense or \$200.00 per night. Unless otherwise agreed upon by Agency in writing in advance, out-of-state lodging or overnight accommodations will be reimbursed at the lesser amount of the actual expense or \$250.00 per night.

5.2.4 Airfare. Airfare will be reimbursed at the lesser amount of the actual expense or the regular published rates for airfares for commercial airlines. Agency will not direct SPS, ETI, or SWEPCO to reimburse Outside Counsel for expenses relating to first-class airfare, which includes first- or business-class airfare or any other expense related to premium or preferred airfare benefits.

5.2.5 Expert Services. Subject to Agency's prior approval, Agency will direct SPS, ETI, or SWEPCO, as determined by Agency's designated representative, to reimburse Outside Counsel for the reasonable and necessary cost of expert services.

5.2.6 Other Reimbursable Expenses. Agency will direct SPS, ETI, or SWEPCO, as determined by Agency's designated representative, to reimburse the actual cost for other expenses if Outside Counsel provides a reasonable and sufficient explanation of the nature and purpose of the charge and the charge is reasonable and either necessary or advisable.

5.2.7 Non-Reimbursable Expenses. Agency expects Outside Counsel to anticipate and include routine operating expenses and disbursements as part of overhead and, therefore, part of a basic hourly rate or flat rate. Therefore, Agency will not direct SPS, ETI, or SWEPCO to reimburse Outside Counsel for: routine copying and printing charges; fax charges; routine postage; office supplies; telephone charges unless related to teleconferencing services; local travel (within 20-mile radius of office including mileage, parking, and tolls); all delivery services performed by internal staff; electricity or other utilities; software costs or subscription fees, and internet or wireless access charges.

5.2.8 Gratuity. Agency will not direct SPS, ETI, or SWEPCO to reimburse Outside Counsel for tips or gratuities.

5.2.9 Reimbursement for Agency Employee Expenses. Agency will not direct SPS, ETI, or SWEPCO to reimburse Outside Counsel for the cost of expenses incurred by Agency employees.

5.2.10 No Mark-up. Outside Counsel will only be reimbursed for actual expenses. Outside Counsel shall not be reimbursed for any mark-up or other overhead costs.

5.3 Subcontractor Payments. Subject to Agency's prior approval, Agency will direct SPS, ETI, or SWEPCO, as determined by the Agency's designated representative, to reimburse Outside Counsel for the actual, reasonable and necessary expenses relating to Outside Counsel's use of subcontractors. Outside Counsel shall be responsible for any payments and other claims due to subcontractors for work performed under this OCC. Outside Counsel, in subcontracting for any performances or in support of any of the performances specified herein (e.g., expert

services, local counsel, and other services), expressly understands and agrees that Agency shall not be directly liable in any manner to Outside Counsel's subcontractor(s).

5.4 Legal Research. Agency may direct SPS, ETI, or SWEPCO, as determined by the Agency's designated representative, to reimburse Outside Counsel for its reasonable and necessary expenses relating to legal research, including online legal research.

While Outside Counsel should be paid to apply the knowledge and expertise for which it was hired, Outside Counsel should not be paid to obtain that knowledge through extensive legal research, Agency understands that situations arise that justify extensive research on how best to proceed in order to achieve a desired result. Therefore, the need for extensive legal research will be addressed on a case-by-case basis by Outside Counsel and Agency.

5.5 Administrative Staff/Clerks. Agency will only direct SPS, ETI, or SWEPCO, as determined by Agency's designated representative, to pay for substantive legal work performed by attorneys or other qualified personnel, regardless of the job title or classification applicable to such individual. For purposes of this agreement, "substantive legal work" has the same meaning as defined by the Texas Paralegal Standards adopted by the Board of Directors of the State Bar of Texas. Agency will not direct SPS, ETI, or SWEPCO to pay for law clerks or interns, however classified, under any circumstances, or administrative staff, such as secretarial support, librarians, case clerks, and accounting and billing clerks, for activities including but not limited to the following: overtime, file opening, file organization, docketing, and other administrative tasks; and preparation of billing, invoice review, budget preparation, and communications regarding same or any other accounting matter.

5.6 Training. Agency will not direct SPS, ETI, or SWEPCO to pay for the education or training of attorneys, paralegals, or other staff of Outside Counsel, including assigning such staff on a transient basis to an Agency matter.

Section 6. Invoices for Payment.

6.1 General. Agency and Outside Counsel understand and agree that no invoice shall seek reimbursement for services performed or expenses incurred in violation of the provisions of this OCC. Agency and Outside Counsel further understand and agree that Agency cannot approve payment of any invoice if Agency determines, in its sole discretion, that the invoice includes a request for payment for services or expenses incurred that are prohibited by this OCC.

6.1.1 Billing Period. The billing period is the interval (ex. monthly) which determines the frequency Outside Counsel will submit invoices to the Agency. The billing period for this OCC is specified in Addendum B.

6.1.2 Billable Time. Agency will only direct SPS, ETI, or SWEPCO, as determined by Agency's designated representative, to pay for the services of individuals covered in Addendum B. All times must be billed in one-tenth hour or one-quarter hour increments, and must reflect only actual time spent. Tasks referencing correspondence and filings must describe the document received or authored. Agency expects to receive invoices for the actual time it takes to

modify standardized forms, filings, and/or correspondence for use on the matter being billed. Agency will not direct SPS, ETI, or SWEPCO to reimburse Outside Counsel for the time it originally took to prepare any such standardized documents. Agency will not direct SPS, ETI, or SWEPCO to pay for review, execution, and processing of the OCC and submission of invoices.

6.1.3 Submission of Invoices. Outside Counsel must submit invoices to Agency at:

Accounts Payable
Fiscal Division
Public Utility Commission of Texas
P.O. Box 13326
Austin, Texas 78711-3326

6.2 Subcontractor Invoices. Subcontractor(s) shall directly invoice Outside Counsel, and Outside Counsel shall then submit such invoice to Agency for the work performed. The actual work performed by subcontractor shall be specifically identified in the invoice supported by attached documentation.

6.3 Supporting Documents; Right-to-Audit; Inspection of Records.

6.3.1 Duty to Maintain Records. Outside Counsel shall maintain adequate records to support its charges, procedures, and performances to Agency for all work related to this OCC. Outside Counsel shall also maintain such records as are deemed necessary by Agency, OAG, the State Auditor's Office, or federal auditors if federal funds are used to pay Outside Counsel, to ensure proper accounting for all costs and performances related to this OCC.

6.3.2 Records Retention. Outside Counsel shall retain, for a period of at least seven (7) years after the later of (1) the expiration or termination of this OCC or (2) the resolution of all issues that arise from any litigation, claim, negotiation, audit, open records request, administrative review, or other action involving this OCC, such records as are necessary to fully disclose the extent of services provided under this OCC, including but not limited to any daily activity reports and time distribution and attendance records, and other records that may show the basis of the charges made or performances delivered.

6.3.3 Inspection of Records and Right to Audit. Outside Counsel shall make available at reasonable times and upon reasonable notice, and for reasonable periods, all information related to the State's property, services performed, and charges, such as work papers, reports, books, data, files, software, records, and other supporting documents pertaining to this OCC, for purposes of inspecting, monitoring, auditing, or evaluating by Agency, the State of Texas, or their authorized representatives. Outside Counsel shall cooperate with auditors and other authorized Agency and State of Texas representatives and shall provide them with prompt access to all of such State property as requested by Agency or the State of Texas.

6.3.4 State Auditor. In addition to and without limitation on the other audit provisions of this OCC, pursuant to Section 2262.154 of the Texas Government Code, the State Auditor's

Office may conduct an audit or investigation of Outside Counsel or any other entity or person receiving funds from the State directly under this OCC or indirectly through a subcontract under this OCC. The acceptance of funds by Outside Counsel or any other entity or person directly under this OCC or indirectly through a subcontract under this OCC acts as acceptance of the authority of the State Auditor's Office, under the direction of the Legislative Audit Committee, to conduct an audit or investigation in connection with those funds. Under the direction of the Legislative Audit Committee, Outside Counsel or any other entity or person that is the subject of an audit or investigation by the State Auditor's Office must provide the State Auditor's Office with access to any information the State Auditor's Office considers relevant to the investigation or audit. Outside Counsel further agrees to cooperate fully with the State Auditor's Office in the conduct of the audit or investigation, including providing all records requested. Outside Counsel shall ensure that this paragraph concerning the authority to audit funds received indirectly by subcontractors through Outside Counsel and the requirement to cooperate is included in any subcontract it awards. The State Auditor's Office shall at any time have access to and the right to examine, audit, excerpt, and transcribe any pertinent books, documents, working papers, and records of Outside Counsel related to this OCC. Nothing in this OCC will be interpreted to create an obligation or liability to use the OAG's funds, the Agency's funds, or any other State funds to directly or indirectly compensate or reimburse Outside Counsel or any other entity or person. Instead, compensation or reimbursement shall be provided, under the terms of this OCC, by SPS, ETI, or SWEPCO, as directed by the Agency.

6.3.5 Notwithstanding any other section of this OCC, the Outside Counsel may not, without prior written approval of the Agency, release any information on a matter in which the Outside Counsel has a duty to the Agency to maintain privilege or confidentiality, under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas or similar rules or law of another state or the District of Columbia.

Section 7. Termination

7.1 Convenience of the State. The Agency has the right to terminate this OCC, in whole or in part, without penalty, by notifying Outside Counsel in writing of such termination prior to the effective date of such termination. Such notification of termination shall state the effective date of termination. In the event of such termination, Outside Counsel shall, unless otherwise mutually agreed upon in writing, cease all services immediately, except such services that are necessary to wind-up, in a cost-effective manner, all services being provided. Subject to Section 4 of this OCC, Agency shall direct ETI, SPS, or SWEPCO, as appropriate, to make payments for all services performed under this OCC to the effective date of termination, plus any necessary services to cost effectively wind-up.

In the event the OAG withdraws its approval of this OCC during the OCC term, then Agency, in consultation with the OAG, shall terminate this OCC for convenience.

7.2 Cause/Default. In the event that Outside Counsel commits a material breach of this OCC, Agency may, upon written notice to Outside Counsel, immediately terminate all or any part of this OCC. Termination is not an exclusive remedy but will be in addition to any other rights and remedies provided in equity, by law, or under this OCC.

7.3 Rights Upon Termination or Expiration. Upon expiration or termination of this OCC for any reason, Outside Counsel shall, subject to Outside Counsel's professional obligations, immediately transfer to Agency all information and associated work products prepared by Outside Counsel or otherwise prepared for Agency pursuant to this OCC, in whatever form such information and work products may exist, to the extent requested by Agency. At no cost to Agency, ETI, SPS, or SWEPCO, and in any manner Agency deems appropriate in its sole discretion, Agency is granted the unrestricted right to use, copy, modify, prepare derivative works from, publish, and distribute any component of the information, work product, or other deliverable made the subject of this OCC.

7.4 Remedies. Notwithstanding any exercise by Agency of its rights of early termination, Outside Counsel shall not be relieved of any liability to Agency for damages due to Agency by virtue of any breach of this OCC by Outside Counsel or for amounts otherwise due Agency by Outside Counsel.

7.5 Termination by Outside Counsel. Consistent with applicable rules of professional conduct, Outside Counsel may terminate this OCC upon reasonable notice for material breach by Agency.

Section 8. Certifications of Outside Counsel

By agreeing to and signing this OCC, Outside Counsel hereby makes the following certifications and warranties:

8.1 Delinquent Child Support Obligations. Outside Counsel certifies that it is not ineligible to receive any grant, loan, or payment under this OCC pursuant to Section 231.006 of the Texas Family Code and acknowledges that this OCC may be terminated and payment may be withheld if this certification is inaccurate.

8.2 Buy Texas. With respect to any services purchased pursuant to this OCC, Outside Counsel represents and warrants that it will buy Texas products and materials for use in providing the services authorized herein when such products and materials are available at a comparable price and within a comparable period of time when compared to non-Texas products and materials. This subsection does not apply to Outside Counsel providing legal services located outside the State of Texas.

8.3 Gift to Public Servant. Outside Counsel warrants that it has not given, nor does it intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the award of this OCC.

8.4 Franchise Tax. By signing this OCC, Outside Counsel certifies that its Texas franchise tax payments are current, or that it is exempt from or not subject to such tax, consistent with Chapter 171 of the Texas Tax Code.

8.5 Outside Counsel License/Conduct. Outside Counsel certifies that each attorney performing services under this OCC is an attorney in good standing under the laws of the State of Texas or the jurisdiction where the representation occurs. Outside Counsel will notify Agency and the OAG in writing within one business day of any lapse in an assigned attorney's licensed status or any final disciplinary action taken against an assigned attorney. For the Lead Counsel(s) named in Addendum B, Outside Counsel will provide documentation of good standing from the state bar or the licensing authority of the jurisdiction in which the attorney resides and is licensed. An attorney that is not licensed by the State Bar of Texas may not provide legal services and advice concerning Texas law.

8.6 Debt to State. Outside Counsel acknowledges and agrees that, to the extent Outside Counsel owes any debt (child support or other obligation) or delinquent taxes to the State of Texas, any payments Outside Counsel are owed under this OCC may be applied by the Comptroller of Public Accounts toward any such debt or delinquent taxes until such debt or delinquent taxes are paid in full.

8.7 Prohibited Bids and Contracts. Under Section 2155.004 of the Texas Government Code, Outside Counsel certifies that it is not ineligible to receive this OCC and acknowledges that this OCC may be terminated and payment withheld if this certification is inaccurate.

8.8 Compliance with State Law Contracting Provisions. Agency and Outside Counsel certify that this OCC is compliant, and will remain compliant, with any and all applicable laws governing contracts involving the State of Texas or its agencies, including, but not limited to, Sections 572.054 (Representation by Former Officer or Employee of Regulatory Agency Restricted; Criminal Offense), 572.069 (Certain Employment for Former State Officer or Employee Restricted), 669.003 (Contracting with Executive Head of State Agency), 2252.901 (Contracts with Former or Retired Agency Employees), 2252.908 (Disclosure of Interested Parties), and 2261.252 (Disclosure of Potential Conflicts of Interest; Certain Contracts Prohibited) of the Texas Government Code.

8.9 Does not Boycott Israel. As required by Texas Government Code section 2270.002, Outside Counsel certifies, by executing this OCC, that Outside Counsel does not, and will not during the term of this OCC, boycott Israel. Outside Counsel further certifies that no subcontractor of Outside Counsel boycotts Israel, or will boycott Israel during the term of this OCC. Outside Counsel agrees to take all necessary steps to ensure this certification remains true during the term of this OCC.

8.10 Prohibited Companies. Outside Counsel certifies, by executing this OCC, that neither Outside Counsel, nor any subcontractor of Outside Counsel, is a company under Texas Government Code section 2252.152 with which Agency may be prohibited from contracting. Outside Counsel agrees to take all necessary steps to ensure this certification remains true during the term of this OCC.

8.11 Limitation on Abortion Funding. Outside Counsel acknowledges and agrees that, under article IX, section 6.25 of the General Appropriations Act, 85th Leg., R.S. (2017), and except as provided by that Act, funds may not be distributed under this OCC to any individual or entity that: (1) performs an abortion procedure that is not reimbursable under the State's

Medicaid program; (2) is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the State's Medicaid program; or (3) is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the State's Medicaid program.

Section 9. General Terms and Conditions

9.1 Independent Contractor. Outside Counsel agrees and acknowledges that during the OCC Term, Outside Counsel and Outside Counsel's subcontractors are independent contractors of Agency or the State of Texas and are not employees of Agency or the State of Texas.

9.1.1 Outside Counsel will be solely and entirely responsible for its acts and the acts of its agents, employees, subcontractors, and representatives in the performance of this OCC.

9.1.2 Outside Counsel agrees and acknowledges that during the OCC Term, Outside Counsel shall be entirely responsible for the liability and payment for Outside Counsel or Outside Counsel's employees or assistants, of all taxes of whatever kind, arising out of the performances in this OCC. Outside Counsel agrees and acknowledges that Outside Counsel or Outside Counsel's employees or assistants shall not be entitled to any State benefit on account of the services provided hereunder. Neither Agency nor ETI, SPS, or SWEPCO shall be liable to Outside Counsel, its employees, agents, or others for the payment of taxes or the provision of unemployment insurance and/or workers' compensation, or any benefit due to a state employee. If Agency or the State of Texas shall nonetheless become liable for such payments or obligations, Outside Counsel shall promptly pay or reimburse Agency or the State of Texas for such liability or obligation.

9.2 Assignment of OCC. Outside Counsel may not assign this OCC, or assign any right or delegate any duty under this OCC, without prior written approval from the Agency and the OAG.

9.3 Survival. The obligations of Outside Counsel under the following sections and subsections shall survive the termination or expiration of this OCC: 3.3, 4, 5, 6.5, 7.1, 7.3, 7.4, 8.8, 9.7, 9.8, 9.11, and 9.13.

9.4 Copyright/Intellectual Property. Outside Counsel shall take reasonable measures to protect Agency from material risks of Agency liability known to Outside Counsel for any copyright or patent infringement or disclosure of trade secrets resulting from the use of any equipment, materials, information, or ideas furnished by Outside Counsel pursuant to this OCC (other than equipment, materials, information, or ideas supplied or required by Agency or its employees or other agents). Outside Counsel and Agency agree to furnish timely written notice to each other, and to the OAG, of any claim of copyright, patent, trade secret, or other intellectual property infringement arising out of services under this OCC.

9.5 Media Releases or Pronouncements. Outside Counsel understands that the OAG and Agency do not endorse any vendor, commodity, or service. Outside Counsel, its employees, representatives, agents, or subcontractors may not participate in any media event or issue any media release, advertisement, publication, editorial, article, or public pronouncement that

pertains to this OCC or the services or project to which this OCC relates or that mentions the OAG or Agency without the prior written approval of the OAG and Agency.

9.6 Written Notice Delivery. Any notice required or permitted to be given under this OCC by one party to the other party shall be in writing and shall be given and deemed to have been given immediately if delivered in person to the recipient's address set forth in this subsection, or on the date shown on the certificate of receipt if placed in the United States mail, postage prepaid, by registered or certified mail with return receipt requested, addressed to the receiving party at the address hereinafter specified.

9.6.1 Outside Counsel's Address. The address for Outside Counsel for all purposes under this OCC and for all notices hereunder shall be:

Jennings, Strouss & Salmon, PLC
c/o Debra D. Roby
1350 I Street, NW
Suite 810
Washington, DC 20005-3305

9.6.2 OAG's and Agency's Addresses. The addresses for the OAG and Agency for all purposes under this OCC, except as provided by Subsection 6.4, and for all notices hereunder shall be:

Outside Counsel Contract Coordinator
Office of the Attorney General
General Counsel Division, Mail Code 074
Post Office Box 12548
Austin, Texas 78711-2548

Brian H. Lloyd, Executive Director
Public Utility Commission of Texas
1701 N. Congress Ave., 7th Floor
Austin, Texas 78701

With a copy to Contract Administrator at the same address.

9.7 Dispute Resolution.

9.7.1 The dispute resolution process provided for in Chapter 2260 of the Texas Government Code shall be used, as further described herein, by Agency and by Outside Counsel to attempt to resolve any claim for breach of this OCC made by Outside Counsel.

9.7.2 Outside Counsel's claims for breach of this OCC that the Parties cannot resolve in the ordinary course of business shall be submitted to the negotiation process provided in Chapter

2260, Subchapter B, of the Government Code. To initiate the process, Outside Counsel shall submit written notice, as required by Subchapter B, to the Agency's contact with a copy to the First Assistant Attorney General or his/her designee. Said notice shall specifically state that the provisions of Chapter 2260, Subchapter B, are being invoked. A copy of the notice shall also be given to all other representatives of Outside Counsel and Agency otherwise entitled to notice under this OCC. Compliance by Outside Counsel with Subchapter B is a condition precedent to the filing of a contested case proceeding under Chapter 2260, Subchapter C, of the Government Code.

9.7.3 The contested case process provided in Chapter 2260, Subchapter C, of the Texas Government Code is Outside Counsel's sole and exclusive process for seeking a remedy for any and all alleged breaches of this OCC by Agency or the State of Texas if the Parties are unable to resolve their disputes under Section 9.7.2 of this OCC.

9.7.4 Compliance with the contested case process provided in Chapter 2260, Subchapter C, of the Texas Government Code is a condition precedent to seeking consent to sue from the Legislature under Chapter 107 of the Texas Civil Practices and Remedies Code. Neither the execution of this OCC by Agency nor any other conduct of any representative of Agency relating to this OCC shall be considered a waiver of sovereign immunity.

9.7.5 The submission, processing, and resolution of Outside Counsel's claim is governed by the published rules, if any. If no Agency rules have been published, then Title 1, Chapter 68 of the Texas Administrative Code adopted by the OAG pursuant to Chapter 2260, as currently effective, hereafter enacted, or subsequently amended, shall govern.

9.8 Conflict of Interest.

9.8.1 Funds appropriated by the General Appropriations Act may not be expended to pay the legal fees or expenses of Outside Counsel in representing Agency in a contested matter if Outside Counsel is representing a plaintiff in a proceeding seeking monetary damages from the State of Texas or any of its agencies. *See* General Appropriations Act, art. IX, § 16.01(j). For these purposes, "proceedings seeking monetary damages" do not include actions for tax refunds, compensation for exercise of eminent domain authority, or reimbursement of costs of litigation and attorney's fees.

9.8.2 Funds appropriated by the General Appropriations Act may not be used to pay the legal fees or expenses of Outside Counsel under this OCC if Outside Counsel currently represents, has represented in the six months preceding this OCC, or will represent in the six months following the termination of this OCC, a client before the Agency. *See* General Appropriations Act, art. IX, § 16.01(a)(4).

9.8.3 Outside Counsel shall regularly conduct conflicts analyses on its interests and those of its clients and any subcontractor and immediately disclose, in writing, to Agency and OAG any actual or potential conflict with respect to Agency, OAG, or the State of Texas.

9.8.4 Outside Counsel has a continual and ongoing obligation to immediately notify OAG and Agency, in writing, upon discovery of any actual or potential conflict to Agency, OAG, or the State of Texas.

9.9 Taxes. This OCC shall not be construed so as to supersede the laws of the United States or the State of Texas that accord the State of Texas, Agency, and all departments, agencies, and instrumentalities of the State of Texas exemptions from the payment(s) of all taxes of whatever kind. More specifically, Agency shall not directly or indirectly be liable for taxes of any kind. To the extent allowed by law, Agency will provide, upon the request of Outside Counsel during this OCC Term, all applicable tax exemption documentation.

9.10 Signatories. Having agreed to the terms herein, the undersigned signatories hereby represent and warrant that they have authority to enter into this OCC and are acting in their official capacities.

9.11 Applicable Law and Venue. This OCC is made and entered into in the State of Texas, and this OCC and all disputes arising out of or relating to this OCC shall be governed by the laws of the State of Texas, without regard to any otherwise applicable conflict of law rules or requirements.

Outside Counsel agrees that the Agency and/or the State of Texas do not waive any immunity (including, without limitation, state or federal sovereign immunity). Outside Counsel further agrees that any properly allowed litigation arising out of or in any way relating to this OCC shall be commenced exclusively in a court of competent jurisdiction in Travis County, Texas. Outside Counsel thus hereby irrevocably and unconditionally consents to the exclusive jurisdiction of a court of competent jurisdiction in Travis County, Texas for the purpose of prosecuting and/or defending such litigation. Outside Counsel hereby waives and agrees not to assert: (a) that Outside Counsel is not personally subject to the jurisdiction of a court of competent jurisdiction in Travis County, Texas, (b) that the suit, action or proceeding is brought in an inconvenient forum, (c) that the venue of the suit, action or proceeding is improper, or (d) any other challenge to jurisdiction or venue.

9.12 Amendments. This OCC, including addenda hereto, may be amended only upon written agreement signed by the Parties and approved by the OAG.

9.13 Severability/Interpretation. The fact that a particular provision in this OCC is held under any applicable law to be void or unenforceable in no way affects the validity of other provisions, and this OCC will continue to be binding on both Parties. Any provision that is held to be void or unenforceable will be interpreted by the Parties or the courts to be replaced with language that is as close as possible to the intent of the original provision so as to effectuate the purpose of this OCC. Any ambiguous or conflicting terms shall be interpreted and construed in such a manner as to accomplish the purpose of this OCC.

9.14 Insurance Required. Outside Counsel certifies that it presently maintains malpractice insurance in an amount not less than Agency's limitation of liability under Section 4.1 of this OCC.

Outside Counsel agrees to maintain at least this amount of insurance coverage during this OCC Term. Further, Outside Counsel agrees to give notice to Agency and to the OAG in the event any amount of malpractice insurance is canceled. Outside Counsel also agrees to furnish to Agency or the OAG certified copies of such insurance policies when requested. Outside Counsel agrees that no claim by Agency and the State of Texas for damages resulting from breach of Outside Counsel's duties to Agency under this OCC shall be limited to the amount of malpractice insurance maintained by Outside Counsel.

9.15 Additional Terms. Any additional terms agreed to by Outside Counsel and Agency shall be electronically appended to this Contract and must be approved by the OAG. These terms shall not be inconsistent with or contrary to the Contract terms listed in Sections 1–9 of this OCC, and nothing in any additional terms or conditions shall remove or modify terms contained in Sections 1–9. In the event of any conflict, ambiguity or inconsistency between any additional terms and conditions appended electronically hereto and Sections 1–9 of this Outside Counsel Contract, Sections 1–9 shall take precedence and control.

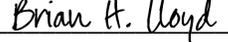
IN WITNESS THEREOF, THE PARTIES HAVE SIGNED AND EXECUTED THIS OCC.

Jennings, Strouss & Salmon, PLC

Public Utility Commission of Texas

DocuSigned by:

John C. Norling
Managing Partner

DocuSigned by:

Brian H. Lloyd
Executive Director

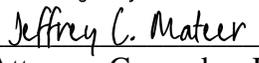
1350 I Street, NW – Suite 810
Washington, D.C. 20005-3305

1701 N. Congress Ave.
Austin, Texas 78711

Tax ID# 86-0108229

Approved:

By the Office of the Attorney General of Texas

DocuSigned by:

Jeffrey C. Mateer
Attorney General or Designee

OUTSIDE COUNSEL CONTRACT

OAG Contract No. 2018-473-0550

Addendum A

Services

Objectives

Outside Counsel will provide legal services and advice to the PUCT related to certain proceedings before the FERC or before a court reviewing a FERC proceeding concerning the following:

- a. Southwestern Public Service Company's (SPS), Entergy Texas, Inc.'s (ETI), or Southwestern Electric Power Company's (SWEPCO) relationship to a power region, regional transmission organization, or independent system operator;
- b. approval of an agreement among SPS and that electric utility's affiliates concerning the coordination of the operations of the electric utility and the electric utility's affiliates;
- c. approval of an agreement among ETI and that electric utility's affiliates concerning the coordination of the operations of the electric utility and the electric utility's affiliates;
- d. approval of an agreement among SWEPCO and that electric utility's affiliates concerning the coordination of the operations of the electric utility and the electric utility's affiliates;
- or
- e. any other matters related to SPS, ETI, or SWEPCO that may affect the ultimate rates paid by retail customers in Texas.

The legal services to be provided by outside counsel may include, but are not limited to, the following:

- a. Advising the PUCT on how a proceeding before FERC may impact matters within the jurisdiction of the PUCT.
- b. Advising the PUCT on the procedural and substantive issues related to a proceeding at FERC.
- c. Advising the PUCT on a litigation strategy at FERC.
- d. Advising the commission on the need for witnesses, consultants, accountants, auditors, or engineers and, if appropriate, obtaining these witnesses, consultants, accountants, auditors, or engineers and preparing witnesses to testify at the FERC proceeding.
- e. In consultation with the PUCT, developing and preparing briefs or other legal pleadings before FERC.
- f. Representing the PUCT at proceedings before FERC.
- g. In consultation with the PUCT, advising whether to appeal any decision by FERC and prosecuting that appeal in the courts.
- h. Advising and representing the PUCT in any appeals to a court.

The use of the term PUCT in this scope of services includes any individual commissioner and employee of the PUCT.

Deliverables:

Outside Counsel will provide the following deliverables:

- 1) Invoices: a separate invoice detailing work performed for each project (as described in the contract terms in Addendum C, Outside Counsel Billing Guidelines);
- 2) An electronic copy of all final documents filed with FERC or any court reviewing a FERC decision.

OUTSIDE COUNSEL CONTRACT
OAG Contract No. 2018-473-0550

Addendum B
Rates

Name(s) of Lead Counsel:

<u>Professionals</u>	<u>Hourly Rate</u>
<u>Members</u>	
Alan I. Robbins, Member	\$465
Debra D. Roby, Member	\$400
Andrea Sarmentero, Associate	\$310
<u>Associates</u>	
Omar Bustami, Associate	\$275
<u>Paralegals and Legal Assistants</u>	
Jennifer Spangler	\$75
Elizabeth Crivaro	\$75
<u>E-discovery Paralegals</u>	
Jennifer Brandon	\$175
Leslie Body	\$125
Jan Ford	\$125

Billing Period. The billing period for this OCC shall be monthly.

Travel Rate. An attorney's travel rate may not exceed one-half of that attorney's hourly rate listed above. If no hourly rate is identified above or no travel rate(s) listed below, Outside Counsel may not submit an invoice for time spent traveling on Agency matters.

OUTSIDE COUNSEL CONTRACT
OAG Contract No. 2018-473-0550

Addendum C

Outside Counsel Billing Guidelines

These guidelines are intended to give structure and predictability to Agency's relationship with Outside Counsel. From Agency's perspective, teamwork is the key to quality and cost-effective legal representation. Agency expects to receive invoices in accordance with the following Outside Counsel Billing Guidelines:

1. Invoices. Agency expects Outside Counsel's invoices to show the same high quality and care it takes with its legal work. Professional time and disbursements should be reviewed by the billing partner, and those portions that are not necessary for the legal task(s) described should be deleted before the bill is submitted for payment.
 - a. Invoices for legal services shall be submitted to the person designated in the Outside Counsel Contract within 10 business days of the end of the month in which legal services are rendered.
 - b. Each statement should indicate the matter for which the legal services were performed and the Outside Counsel Contract number under which the legal services were performed.
 - c. Allowable costs and expenses should be billed in accordance with the guidelines set forth in paragraph 3 above and supported by attached copies of invoices for amounts in excess of \$50.00.
 - d. A summary sheet should be included indicating the total legal fees and expenses, the amount of the contract, and the total legal fees and expenses invoiced to date.
- e. It is estimated that the total amount of fees to be paid under this agreement is no more than \$1,500,000 per utility per year. It is the responsibility of Outside Counsel to monitor the total amount of legal fees and expenses invoiced under this Agreement. Once the total amount billed under this Outside Counsel Contract exceeds 75% of the estimated annual cap per utility in legal fees and expenses, Outside Counsel shall advise Agency in writing. Legal services rendered exceeding the total estimated legal fees and costs are not allowed and will not be paid without advance written approval by Agency. It is Outside Counsel's responsibility to advise Agency prior to exceeding the Agreement limit. Nothing herein shall prevent the parties from amending the total estimated fees and expenses. Any amendment of the total estimated legal fees and expenses must be in writing, signed by both the Agency and Outside Counsel.

AMENDMENT TO OUTSIDE COUNSEL CONTRACT

OCC No. 2018-473-0550

WHEREAS, the Public Utility Commission of Texas and Jennings, Strouss & Salmon, PLC wish to amend Section 1.1., Section 1.2.1, and Addendum A of the Outside Counsel Contract by adding provisions for assistance for regional proceedings, as allowed by H.B. 3867 (86th L.S .

IT IS UNDERSTOOD AND AGREED AS FOLLOWS:

Section 1.1., Section 1.2.1, and Addendum A of the Outside Counsel

Contract is amended as follows:

Changes made to these sections are provided in Attachment 1 to this amendment, shown with redline and strikethrough font, where red font represents language to be added to the contract and strikethrough font represents language to be deleted from the contract.

The Outside Counsel Contract in all other respects is ratified and confirmed.

AGENCY

OUTSIDE COUNSEL

DocuSigned by:
John Paul Urban
4A2FD3263EC34DE...

DocuSigned by:
John Norling
AACB3D0E10DD45E...

John Paul Urban

John Norling

Executive Director

Managing Attorney

Date: 9/9/2019 | 2:57 PM CDT

Date: 9/20/2019 | 12:49 PM CDT

APPROVED:
OFFICE OF THE ATTORNEY GENERAL

DocuSigned by:
Jeff Mateer
7D183BC3ECAF405...

ATTORNEY GENERAL OR DESIGNEE



**Attachment 1
to Amendment 1
of Outside Counsel Contract No. 2018-473-0550**

Section 1.1, as amended:

1.1 Purpose. The purpose of this OCC is for Outside Counsel to provide legal services to Agency, as described in Addendum A. Outside Counsel and Agency understand and agree to the OAG's continuing authority and right to expand or limit the scope of legal services provided by Outside Counsel to Agency, subject to sections 39.004, 39.408, 39.4525, and 39.504 of the Texas Utilities Code.

Section 1.2.1, as amended:

1.2.1 Litigation. Outside Counsel shall not represent Agency in any litigation unless Addendum A authorizes such litigation. If Addendum A does not authorize Outside Counsel's representation of Agency in a type of litigation matter and the Agency requires such representation, the Agency must request litigation authority from the OAG and submit a new Outside Counsel Contract to the OAG for approval before filing or responding to litigation matters. If Addendum A specifically authorizes litigation in a particular matter, Outside Counsel has the duty to promptly notify the Agency and OAG of the desirability or likelihood of an appeal. This provision does not require the Agency to seek authorization from the OAG before the Outside Counsel may represent the Agency in a proceeding before the Federal Energy Regulatory Commission ("FERC") or before a regional transmission organization ("RTO") related to one or more of the subjects specifically identified in Addendum A and sections 39.004, 39.408, 39.4525, and 39.504 of the Texas Utilities Code, or a court reviewing such a FERC proceeding or a proceeding of a RTO, subject to the limitations in subsection 1.2.2 of this OCC.

Addendum A, as amended:

Services

Objectives

Outside Counsel will provide legal services and advice to the PUCT related to certain proceedings before a RTO, the FERC, or before a court reviewing a proceeding of a RTO or a FERC proceeding concerning the following:

- a. Southwestern Public Service Company's (SPS), Entergy Texas, Inc.'s (ETI), or Southwestern Electric Power Company's (SWEPCO) relationship to a power region, regional transmission organization, or independent system operator;
- b. approval of an agreement among SPS and that electric utility's affiliates concerning the coordination of the operations of the electric utility and the electric utility's affiliates;

- c. approval of an agreement among ETI and that electric utility's affiliates concerning the coordination of the operations of the electric utility and the electric utility's affiliates;
- d. approval of an agreement among SWEPCO and that electric utility's affiliates concerning the coordination of the operations of the electric utility and the electric utility's affiliates; or
- e. any other matters related to SPS, ETI, or SWEPCO that may affect the ultimate rates paid by retail customers in Texas.

The legal services to be provided by outside counsel may include, but are not limited to, the following:

- a. Advising the PUCT on how a proceeding before a RTO or the FERC may impact matters within the jurisdiction of the PUCT.
- b. Advising the PUCT on the procedural and substantive issues related to a proceeding at a RTO or the FERC.
- c. Advising the PUCT on a ~~litigation~~ strategy for matters at a RTO or at FERC.
- d. Advising the commission on the need for witnesses, consultants, accountants, auditors, or engineers and, if appropriate, obtaining these witnesses, consultants, accountants, auditors, or engineers and preparing witnesses to testify at the a RTO or FERC proceeding.
- e. In consultation with the PUCT, developing and preparing briefs or other legal pleadings before a RTO or FERC.
- f. Representing the PUCT at proceedings before a RTO or FERC.
- g. In consultation with the PUCT, advising whether to appeal any decision by a RTO or FERC and prosecuting that appeal in the courts.
- h. Advising and representing the PUCT in any appeals to a court.

The use of the term PUCT in this scope of services includes any individual commissioner and employee of the PUCT.

Deliverables:

Outside Counsel will provide the following deliverables:

- 1) Invoices: a separate invoice detailing work performed for each project (as described in the contract terms in Addendum C, Outside Counsel Billing Guidelines);
- 2) An electronic copy of all final documents filed with a RTO or FERC or any court reviewing a RTO or FERC decision.

Certificate Of Completion

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Certificate Pages: 7	Initials: 0
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Envelopeld Stamping: Enabled	Financial Litigation and Charitable Trusts Divisio
Time Zone: (UTC-06:00) Central Time (US & Canada)	PO Box 12548
	Austin, TX 78711-2548
	fldcontracts@oag.texas.gov
	IP Address: 168.39.76.209

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	fldcontracts@oag.texas.gov	

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Kasey Feldman-Thomason
kasey.feldman@puc.texas.gov
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ID: 1
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Signature

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Christopher Walton
Christopher.Walton@oag.texas.gov
Office of the Attorney General of Texas
Signing Group: Financial Litigation - FLD Attorney
Review
Security Level: Email, Account Authentication
(None)

Completed

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Joshua Godbey
Joshua.Godbey@oag.texas.gov
Office of the Attorney General of Texas
Security Level: Email, Account Authentication
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John Norling
jnorling@jsslaw.com
Managing Attorney
Security Level: Email, Account Authentication
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Jeff Mateer
jeff.mateer@oag.texas.gov
Office of the Attorney General of Texas
Security Level: Email, Account Authentication (None)

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Jeff Mateer
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Joshua Godbey
Joshua.Godbey@oag.texas.gov
Office of the Attorney General of Texas
Security Level: Email, Account Authentication (None)

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Financial Litigation Division
fldcontracts@oag.texas.gov
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Jay Stone
jay.stone@puc.texas.gov
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Brittany Hornsey
brittany.hornsey@oag.texas.gov
Office of the Attorney General of Texas
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Notary Events	Signature	Timestamp
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Payment Events	Status	Timestamps
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From time to time, Office of the Attorney General (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

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The Public Information Act, chapter 552 of the Texas Government Code, applies to all information we send and receive. The Public Information Act protects information from public disclosure if it is confidential by any law or rule. If we receive a written request for information, the Public Information Act requires us to publicly disclose requested information that is not confidential by law or rule or otherwise excepted from public disclosure. If you receive any information from us in error, you are not authorized to read, print, retain, copy, or disseminate the information. Any information you receive in error may be confidential information that cannot be disclosed without violating the criminal provisions of the Public Information Act or Texas Penal Code section 39.06. If you receive information in error, please immediately send an e-mail to servicedesk@oag.texas.gov to notify us of the error and delete all copies of the information you received.

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At any time, you may request from us a paper copy of any record we provided or made available electronically to you through the DocuSign system. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign ‘Withdraw Consent’ form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Office of the Attorney General

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: servicedesk@oag.texas.gov

To advise Office of the Attorney General of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at servicedesk@oag.texas.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address.

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Office of the Attorney General

To request delivery from us of paper copies of the notices and disclosures we previously provided to you electronically, you must send us an e-mail to servicedesk@oag.texas.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Office of the Attorney General

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to servicedesk@oag.texas.gov and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent. The consequences of your withdrawing consent for online documents will be that transactions may take longer time to process.

Required hardware and software

Supported Browsers:	DocuSign supports the latest stable release (except where noted) of the following browsers: Chrome, Firefox, Safari, Internet Explorer 11+, Windows Edge
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	1024 x 768 minimum (for desktops and laptops)
Enabled Security Settings:	Allow per session cookies. Users accessing the Internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection. Firewall settings must allow access to the following server: https://docucdn-a.akamaihd.net . DocuSign leverages Akamai as a content delivery service to enhance our application's performance.

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

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