

Master Order
Texas A&M University, College Station, Texas

Vendor:	
AlSCO	
8020 Blankenship Dr.	
Houston, TX 77055	
Phone:	979-446-8595
Contact:	Michael Byer
Email:	Michael.byer@alsco.com

Billing Address:
Texas A&M University
Financial Management Operations
Attn: Accounts Payable
6000 TAMU
College Station, TX 77843-6000
United States

This Master Order shall be effective as of **May 7, 2019** and pertains to all goods and/or services covered by Texas A&M University Aggie Buy Contract # **C9537182**

This document is **NOT** considered as an order to ship from. Individual orders and/or requests for services as a result of this Master Order shall be requested on an as needed basis.

- Vendor shall provide goods and/or services as designated on the detailed specifications page that follows, plus the terms and conditions as stated in Invitation-to-Bid # **02-PATT-ITB-1174**, and any addenda thereto, are all made a part hereof and collectively evidence and constitute Texas A&M University Aggie Buy Contract # **C9537182**

- Delivery Information:

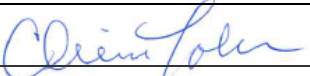
Emergency Services Training Institute (ESTI)
ATTN: Mamie Brewer
Mamie.brewer@teex.tamu.edu
1595 Nuclear Science Rd.
College Station, TX 77843-8000

- Payment:** Payment shall be made within thirty (30) days after acceptance of goods and/or services and receipt of invoice, whichever is later. Vendor shall submit one copy of an itemized invoice referencing the Aggie Buy Contract number and any departmental issued purchase order number. Owner will incur no penalty for late payment if payment is made in 30 or fewer days from receipt of goods or services and an uncontested invoice.
- Term:** The term of the Master Order shall be from **May 7, 2019 through August 31, 2020**. This master order may be renewed up to four (4) additional years, one (1) year at a time, if mutually agreed to in writing by both parties.

Escalation:	9-1-20 – 8-31-21:	3%
	9-1-21 – 8-31-22:	3%
	9-1-22 – 8-31-23:	3%
	9-1-23 – 8-31-24:	3%

- Insurance:** Vendor shall provide the Texas A&M Purchasing Agent listed below certificates of insurance as required in the specifications prior to performing work on campus.
- Freight Terms:** FOB Destination, Freight Prepaid and Allowed
- Changes:** Any changes to the Master Order must be made in writing by the Texas A&M Purchasing Agent as listed below.
- Tax Exemption:** The State of Texas is exempt from all Federal Excise Taxes. Texas A&M University is exempt from state and municipal sales taxes under Texas Tax Code, Chapters 151 and 321, et. seq., for all purchases made for the exclusive use of Texas A&M.
- The laws of the State of Texas shall govern this Master Order.

Buyer Name:	<i>Cherise Toler</i>
Phone	<i>979-845-5887</i>
E-mail	<i>ctoler@tamu.edu</i>

By: 
Purchasing Agent for Texas A&M University

Detailed Specifications

C9537182 Blanket Order for Uniform Rental/Laundry Services

Blanket order to provide Uniform Rental/Laundry Services for the A&M Texas Engineering Extension Service (TEEX), Emergency Services Training Institute (ESTI), and Texas A&M University System located in College Station, TX. This order will cover the period from May 2, 2019 through August 31, 2020.

Quantities are estimates only and do not guarantee a purchase. Delivery to be made at times and in quantities requested by TEEX-ESTI. Prices shall remain firm through the time frame listed above. Actual usage may be more or less than estimated. TEEX-ESTI will in no way be obligated for any quantity that falls short of the estimated totals.

TEEX/ESTI is to be invoiced for items and in quantities delivered each week. Invoicing shall be at pricing indicated here-in.

SPECIFICATIONS FOR UNIFORMS ARE AS FOLLOWS:

- The 100% cotton garments rented will be cleaned and maintained by the vendor.
- Each employee requiring uniforms will be supplied eleven (11) uniforms changes.
- Cost to be based on (45) employees with (5) changes per week.
 - A uniform change will be defined as one (1) shirt and one (1) pair of cargo pants OR jeans.
- TEEX/ESTI will be responsible for the loss of any *replacement* at the set rate.
- The VENDOR will be responsible for replacement of damaged garments at no cost to TEEX/ESTI.
- Any changes such as set up, preparation, alterations, repairs, name tag, company emblem, restocking, environmental waste water surcharges, fuel surcharges, damaged garments charges, oversized charges will be the responsibility of the vendor at no additional cost.
- The cost of the uniform service will be per week/ per person charge, based on the uniforms the employee has selected.
- The weekly charge should include 100% maintenance of the uniforms including set-up, new employee fit, repair, and/or replacement of damaged garments.
- The weekly service charge for an employee will be terminated, after customer returns all garments issued to the individual in good usable condition.
- All garments picked up on the normal delivery day, to be returned on the next scheduled delivery day
- All garments in need of repair or alterations, to be returned on the next scheduled delivery day
- All garments provided are to be returned in a clean, professionally finished, and usable condition, with a suitable ironed appearance
- It will not be acceptable for the vendor to supply soft finished garments. Soft finished typically means: "rough dry" folded, or improperly steamed and folded garments with a rough, dry appearance.
- All clothing will be new upon initial issue/ setup.
- All orders for new, initial issue/set up are to be completed within two weeks of order placement.
- New uniforms are to be issued after 24 months of service at no charge.
- Any garment that requires replacement due to normal wear and fading will be replaced by vendor, at no charge to the customer.
- Vendor to provide a means of which to alert vendor that clothing is in need of repair.
- Vendor must provide cost rate breakdown for lost garment charges for every garment type, see "Uniform Selections and Options" section.
- If vendor requires soiled laundry be bagged, vendor will furnish bags at no charge.
- Employees are to be sized and fitted by a vendor representative prior to the issuing of uniforms.
- New employees may be added to the weekly service at equal service rates, with no new fees or additional charges, and given a complete issue – Eleven (11) sets, as per this agreement – of "new" uniforms.
- Employee may change size or selection of uniforms one time without extra charges by the vendor at any time during the year.

UNIFORM SELECTIONS AND OPTIONS

1. 100% cotton, 2 pocket, long-sleeve work shirt, with name tag and emblem patch, 11 shirts per employee.
2. 100% cotton, 2 pocket work shirt, with name tag and emblem patch, 6 shirts short sleeve, 5 shirts long sleeve, 11 total shirts per employee.
3. 100% cotton denim jeans – industrial or other style depending on company, 11 pants per employee.
4. 100% cotton navy blue cargo pants, 11 pants with pockets per employee.

Note:

Employee will be free to select either shirt selection consisting of 11 long sleeve or 6 short sleeve and 5 long sleeve shirts only. No other shirt combinations allowed. Employee will be free to select all the same pant combination. Total uniform sets shall be 11.

COMPANY EMBLEM AND NAME TAG

- Background color of the emblem patch and name tag to be white – 100 White Field
- Color of the border for the emblem and name tag to be maroon – 00035 Maroon.
- Print of name – first name only – to be 00035 Maroon and in Block Print.
- Tag and Emblem shall be above pockets on each side of uniform front.
- Emblem must match example* and shall be approved prior to installation.
- Both name tag and emblem patch should be of matching size: 2" tall x 4" wide.

VENDOR CONTACT

Vendor to indicate contact person and contact phone and fax numbers where orders are to be placed:

- Contact: Michael Byer
- Phone: 979-446-8595
- Fax: 979-778-0022
- Email: Michael.byer@alsco.com

RENEWAL

TEEX/ESTI reserves the right to renew the awarded agreement for an additional four (4) years, one (1) year at a time, if mutually agreed upon by both parties with all terms and conditions remaining firm.

In the event of renewal, the contract pricing may increase as per the quoted maximum percentage increase for each renewal period.

9-1-20 – 8-31-21:	3%
9-1-21 – 8-31-22:	3%
9-1-22 – 8-31-23:	3%
9-1-23 – 8-31-24:	3%

CANCELLATION

Upon award, any order is subject to cancellation, without penalty, either in whole or in part, if funds are not appropriated.

TEEX/ESTI reserves the right to immediate cancellation due to non-performance. TEEX/ESTI reserves the right to cancellation with thirty (30) days written notice.

SERVICE/DELIVERY

Prices are to include all travel, labor, and any other supplies necessary to provide for uniform rental/laundry services. A service charge, not to exceed 5%, may be added to the weekly invoice for delivery services.

DELIVERY ADDRESS

Emergency Services Training Institute (ESTI)
 1595 Nuclear Science Rd.
 College Station, TX 77843-8000

PAYMENT TERMS

Payments shall be Net 30 days after receipt and acceptance of equipment and/or services.

INVOICE REQUIREMENTS

Upon award, orders will be placed that refer to your offer. All invoices must reflect prices quotes and the Master Order number issued by Texas A&M, Procurement Services. TEEX/ESTI shall not be responsible for payment of any materials, expenses or costs other than those which are specifically included herein.

INSURANCE

The successful vendor will, at its sole cost and expense, acquire and maintain in effect during the period of the agreement, general and professional liability insurance and any employee compensation insurance as may be required by the laws of the country in which the successful vendor is organized.

Submit Insurance Certificate with Texas A&M University listed as an additional insured party to:

Texas A&M University
 Procurement Services
 Attn: Cherise Toler
 PO Box 30013
 College Station, TX 77842-3013

Or via email or fax to –

ctoler@tamu.edu
 979-845-3800

*****Please note – the quantity indicated is just an estimate, a final number will be provided at time of order placement.*****

Item	Description	Qty.	Unit	Unit Price	Ext Price (Weekly)	Delivery (Days)
1.	100% Cotton Long Sleeve Shirt (11)	1	EA	\$0.34	\$3.74	14
2.	100% Cotton Long Sleeve Shirt (5) 100% Cotton Short Sleeve Shirt (6)	1	EA	\$0.34	\$3.74	14
3.	100% Cotton Cargo Pants (11)	1	EA	\$0.42	\$4.62	14
4.	100% Cotton Denim Jeans (11)	1	EA	\$0.42	\$4.62	14
Item	Description	Qty.	Unit	Unit Price	Ext Price	Delivery (Days)

OTHER CHARGES

5.	Subsequent uniform size change (after one allowed)	1	EA	\$3.00		14
----	--	---	----	--------	--	----

6.	Delivery Service Charge	1	%	5%		
7.	Other Charges (Identify Charge and Unit) ***Charges not identified on this bid cannot be charged at a later time. ***					
Item	Description	Qty.	Unit	Replacement Cost		Delivery (Days)
LOST GARMENT REPLACEMENT COST						
8.	100% Cotton Long Sleeve Shirt	1	EA	\$23.00		
9.	100% Cotton Short Sleeve Shirt	1	EA	\$23.00		
10.	100% Cotton Cargo Pants	1	EA	\$28.00		
11.	100% Cotton Denim Jeans	1	EA	\$24.00		
12.	FIRST YEAR					
	100% Cotton Long Sleeve Shirt / Short Sleeve Shirt	1	EA	\$23.00		
	100% Cotton Cargo Pants	1	EA	\$28.00		
	100% Cotton Denim Jeans	1	EA	\$24.00		
13.	SECOND YEAR					
	100% Cotton Long Sleeve Shirt / Short Sleeve Shirt	1	EA	\$16.00		
	100% Cotton Cargo Pants	1	EA	\$19.00		
	100% Cotton Denim Jeans	1	EA	\$16.00		