

AggieBuy Contract #

C9537207



TEXAS A&M  
UNIVERSITY

MASTER ORDER

TEXAS A&M UNIVERSITY, COLLEGE STATION, TEXAS

Vendor:

The Cambridge at College Station  
501 University Oaks Blvd  
College Station, TX 77840  
Phone – 979-694-1500  
Contact – Jennifer Stoffregen  
Contact E-mail:  
[Jennifer.stoffregen@assetliving.com](mailto:Jennifer.stoffregen@assetliving.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 July 18, 2019 and pertains to all goods and/or services covered by Texas A&M University AggieBuy Contract # C9537207.

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.

1. Vendor shall provide goods and/or services as designated on Attachment A, specifications, terms and conditions as stated in Invitation-to-Bid # TAMU-ITB-1376, and any addenda thereto, are all made a part hereof and collectively evidence and constitute Texas A&M University AggieBuy Contract # C9537207.

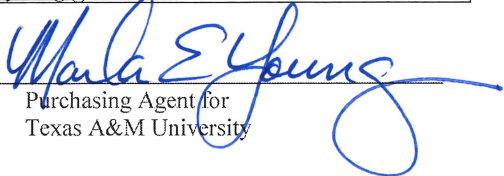
2. Delivery Information:

Texas A&M University  
Attn: Teresa Roberts  
Educational Psychology  
College Station, TX 77843

3. 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 AggieBuy 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.
4. Term: The term of this Master Order shall be from July 18, 2019 through August 31, 2020. This Master Order may be renewed for up to four (4) additional year terms, one (1) year at a time, if mutually agreed upon in writing by both parties.
5. Escalation:  
9/1/20 – 8/31/21: 3%  
9/1/21 – 8/31/22: 3%  
9/1/22 – 8/31/23: 3%
6. Freight Terms: FOB Destination, Freight Prepaid and Allowed
7. Changes: Any changes to the Master Order must be made in writing by the Texas A&M Purchasing Agent as listed below.
8. 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.
9. The laws of the State of Texas shall govern this Master Order.

Marla E Young  
Phone – 979-845-2139  
[meyoung@tamu.edu](mailto:meyoung@tamu.edu)

By:

  
Purchasing Agent for  
Texas A&M University

# Attachment A

## C9537207

### Lodging & Meals for YAP Camps

Item #	Item & Description	Qty	Unit	Unit Price	Extension	Delivery (Days)
	This is not an order. It is for informational purposes only. Orders/Requests will be placed on an as needed basis.					
	<p>Master Contract shall be valid for the period from date of the award through August 31, 2020.</p> <p>Quantities are estimated only and do not guarantee purchase. Prices shall remain firm through time frame listed above. Show unit price on each item, as quantities may be increased or decreased, within reasonable limits. In case of error in price extension, unit price shall govern.</p> <p>Services are to be requested at times and in quantities as requested by the department.</p> <p>Texas A&amp;M University reserves the right to add/delete any items on the contract as the need changes throughout the contract period and renewal(s). Prior to adding products, the department will request a quote from the vendor and the vendor will provide the quote to the department, at that point the department will forward on to Procurement Services for approval and processing.</p> <p><b><u>Renewal:</u></b></p> <p>Texas A&amp;M University reserves the right to renew the awarded contract for an additional three (3) years, one (1) year at a time, if mutually agreed upon by both parties with all terms and conditions remaining firm.</p> <p>If renewal option is exercised, the vendor may increase the contract price to reflect increases in the cost of providing the product. Vendor shall quote a maximum percentage increase for each extension period as follows:</p> <p style="padding-left: 40px;">9/1/20 – 8/31/21: 3%</p> <p style="padding-left: 40px;">9/1/21 – 8/31/22: 3%</p> <p style="padding-left: 40px;">9/1/22 – 8/31/23: 3%</p>					

## PROCUREMENT SERVICE

Item #	Item & Description	Qty	Unit	Unit Price	Extension	Delivery (Days)
	<p><b><u>Cancellation:</u></b></p> <p>Texas A&amp;M University reserves the right to cancellation, without penalty, due to non-performance.</p> <p>Upon award, any order is subject to cancellation, without penalty, either in whole or in part if funds are not appropriated by the Texas Legislature or otherwise not made available to the using agency.</p> <p>Texas A&amp;M reserves the right to cancellation by providing a thirty (30) day written notice.</p>					
	<p>The number of participants is a camp and the number of camps may vary. The number of rooms and meals given for 2019 is an estimate only and in no way constitutes a guarantee of purchase. More or fewer rooms and meal may be needed as camps and participants are added or removed.</p> <p>If rooms are not available, as needed, we reserve the right to contact other hotels to meet our requirements.</p>					
	<p><b>Building:</b></p> <p>Complex shall be located within the vicinity of the Texas A&amp;M campus</p> <p>Complex must have a security system that allows the building to be secured after 10:00 p.m. and prevents any unauthorized entry of individuals.</p> <p>Complex shall be large enough to house all camp participants</p> <p>Complex shall have an onsite maintenance technician that can be contacted for emergency calls such as faulty plumbing, etc.</p> <p>Technician shall be able to respond within thirty (30) minutes.</p> <p><b>Parking:</b></p> <p>Parking area shall have adequate lighting for security purposes.</p> <p><b>Rooms:</b></p> <p>All camp participants shall be housed in one complex</p> <p>Rooms shall be thoroughly cleaned prior to arrival of participants of each camp session</p> <p>Rooms may be singles or suite type rooms with no more than two (2) bedrooms within each unit</p> <p>No more than one (1) person shall be assigned to each</p>					

## PROCUREMENT SERVICE

Item #	Item & Description	Qty	Unit	Unit Price	Extension	Delivery (Days)
	bedroom  Each room shall contain furnishings as are normally supplied to the general public  Each room shall have one bed with a mattress  Cots and roll-a-ways are not acceptable  Pillows and linens (sheets, blankets, towels) shall not be furnished; these will be supplied by camp participants  A refrigerator shall be in each room or in the living room area of each suite  Each room shall have a private bathroom  No daily housekeeping shall be necessary  Entry doors to rooms shall be well lighted and secure  <b>Meals:</b>  Meals provided shall include breakfast, lunch and dinner  Meals shall be served on site or within five hundred (500) feet of the building complex  Nutritional meals shall be furnished for each camp participant All meals shall include the following menu choices as respective to the meal:  - minimum of two (2) entrees at each meal - vegetables - fruit - cereal assortment - salad bar - dessert selection - non-alcoholic beverage selection					
1	Beds/Rooms per Day for YAP Camps	1,801	EA	20.00		
2	Meals per Day for YAP Camps	4,041	EA	7.04		