Master Order C20201067
Texas A&M University, College Station, Texas

<table>
<thead>
<tr>
<th>Vendor:</th>
<th>Billing Address:</th>
</tr>
</thead>
</table>
| American Sales and Service Inc.  
3802 Devonian Dr.  
San Angelo, TX 76904  
Phone: 800-458-6258  
Contact: Levi Pool  
Email: levi@americansalesandservice.com | 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 September 1, 2019 and pertains to all goods and/or services covered by Texas A&M University Aggie Buy Contract # C20201067

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 the detailed specifications page that follows, plus the terms and conditions as stated in Aggie-Bid # 02-PATT-ITB-1341, and any addenda thereto, are all made a part hereof and constitute Texas A&M University Aggie Buy Contract # C20201067.

2. Delivery Information:

Texas A&M University  
Attn: Sherry Shipley  
1376 TAMU; Transportation Services  
Agronomy Road  
College Station, TX 77843-1376

3. 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.

4. Term: The term of the Master Order shall be from September 1, 2019 through August 31, 2020. This master order may be renewed up to Three (3) additional years, one (1) year at a time, if mutually agreed to in writing by both parties.

| Escalation | 9-1-20 – 8-31-21: 0 %  
<table>
<thead>
<tr>
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<tbody>
<tr>
<td></td>
<td>9-1-21 – 8-31-22: 0 %</td>
</tr>
<tr>
<td></td>
<td>9-1-22 – 8-31-23: 0 %</td>
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</table>

5. Freight Terms: FOB Destination, Freight Prepaid and Allowed

6. Changes: Any changes to the Master Order must be made in writing by the Texas A&M Purchasing Agent as listed below.

7. 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.

8. The laws of the State of Texas shall govern this Master Order.

Buyer Name: Cherise Toler  
Phone: 979-845-5887  
E-mail: ctoleer@tamu.edu

By: Cherise Toler
Purchasing Agent for Texas A&M University
**Detailed Specifications**

**C20201067 Blanket Order – Discount from List on Bus Parts**

Blanket Order to Provide Materials and Labor to Maintain and Repair as well as Provide Consumable Supplies for bus/car wash unit, Scout Smart Wash, located at the Transportation Center, on the Texas A&M University, College Station, TX campus for the period of September 1, 2019 through August 31, 2020.

Service and supplies shall be provided on an as needed basis. Vendor will be notified when repairs and supplies are required. All parts used in the repairs shall be new or refurbished.

All parts and service support must be on-site within 24 hours from notification of the service call.

The successful vendor must have five (5) years of experience in the repair of a Scout Smart Wash System.

If subcontractor(s) are to be used in the execution of contract, Texas A&M shall be notified in advance and the subcontractor(s) shall conform to all specifications.

The principal period of service shall be 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding University holidays.

**Renewal:**

Texas A&M University reserves the right to renew the awarded agreement 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.

If renewal option is exercised, the vendor may increase the contract price to reflect the cost of providing service. Vendor must indicate a maximum percentage increase for each extension period.

<table>
<thead>
<tr>
<th>Period</th>
<th>Percentage Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-1-20 - 8-21-21</td>
<td>0 %</td>
</tr>
<tr>
<td>9-1-21 - 8-22-22</td>
<td>0 %</td>
</tr>
<tr>
<td>9-1-22 - 8-23-23</td>
<td>0 %</td>
</tr>
</tbody>
</table>

Please Note: If bidder fails to indicate a maximum percentage increase for each extension period, it will be assumed the percentage is zero (0%).

**Cancellation**

Texas A&M University reserves the right to cancel if funds are not appropriated.

Texas A&M University reserves the right to cancel the order, without penalty, at any time due to non-performance.

Upon award, the purchase order may be cancelled, without penalty, by either party by providing 30 days written notice to the other party.

**Warranty**

Vendor will provide one (1) year minimum warranty on labor, parts and accessories. Vendor is expected to provide prompt service that is due under warranty. Performance in these areas shall be a definite factor in the extension or termination of the agreement.

**Shipping Terms:**

Bidders shall quote shipping terms – Destination Freight Prepaid and Allowed. If quoting otherwise, bidders shall indicate here-in and indicate estimated shipping cost and who bears the cost.
**Payment Terms and Invoicing:**

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

Vendor shall provide an invoice per shipment including a description, manufacturer's model number, list price and discounted price for each item. Each invoice shall reference purchase order assigned by TAMU Procurement Services.

All credit memos shall reflect the purchase order number and the original invoice number in which charge was initiated.

**Insurance Requirement**

The successful bidder will be required to provide proof of insurance in the amounts indicated on the Insurance Requirements attachment in the Bid Module.

Vendor will be held strictly liable for any damages to Texas A&M University property occurring during installation.

Insurance coverage shall provide for a thirty (30) day notice of cancellation or damage to the property of others material change to the policy coverage and/or limits and the certificate of insurance in force must include a notice that the policy or policies do contain these provisions.

Acceptance of insurance certificates by Texas A&M University shall not relieve or decrease the liability of the vendor. Unless otherwise specified, the vendor shall provide and maintain, until the work included in this contract is completed and accepted by Texas A&M University.

Bidders shall submit a sample certificate of insurance with bid response. Upon award, the successful vendor will be required to provide an updated certificate with Texas A&M University listed as an additional insured party.

**Parking:**

- For questions concerning parking, call 979-845-9700.
- All vehicles parked on the Texas A&M University campus must properly display valid Texas A&M permit.
- The Texas A&M Department of Transportation supervises and coordinates all parking.

**Ordering:**

Texas A&M University request that orders be placed either by phone, email or fax. If a website option is available, please indicate below your website URL.

Email: levi@americansalesandservice.com
Phone: 1-800-458-6258

**Consumable Supplies:**

The successful vendor will be required to have the means to pump the consumable supplies into existing tanks. Tank sizes are 220 gallons and 500 gallons.
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty.</th>
<th>Unit</th>
<th>Price</th>
<th>Extension</th>
<th>Delivery (Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Technician’s Hourly Rate, for repairs</td>
<td>100</td>
<td>HR</td>
<td>75.00</td>
<td>7500.00</td>
<td>1</td>
</tr>
<tr>
<td>2.</td>
<td>Technician’s Overtime Hourly Rate, for repairs</td>
<td>40</td>
<td>HR</td>
<td>95.00</td>
<td>3800.00</td>
<td>1</td>
</tr>
<tr>
<td>3.</td>
<td>Technician’s Holiday and Weekend Hourly Rate for repairs</td>
<td>40</td>
<td>HR</td>
<td>95.00</td>
<td>3800.00</td>
<td>1</td>
</tr>
<tr>
<td>4.</td>
<td>Charge to pump consumable supplies into existing tanks</td>
<td>1</td>
<td>EA</td>
<td>125.00</td>
<td>125.00</td>
<td>1</td>
</tr>
<tr>
<td>5.</td>
<td>Preventative Maintenance, for the period of one (1) year, to be performed on a monthly basis to maintain equipment to manufacturer’s standards.</td>
<td>12</td>
<td>MO</td>
<td>350.00</td>
<td>4200.00</td>
<td>1</td>
</tr>
<tr>
<td>6.</td>
<td>Mileage Rate</td>
<td>100</td>
<td>MI</td>
<td>.50</td>
<td>50.00</td>
<td>1</td>
</tr>
</tbody>
</table>

Mileage Rate

All consumable supplies and parts utilized in the repair, maintenance and daily use of bus/car wash system shall be provided to Transportation Services at

10% Discount from list.

Discount from List Pricing shall mean pricing is set at a percentage discount from the Manufacturer’s Published List Price. The Published List price shall mean the price that is published in the supplier’s catalog that has no discounts yet applied. If percentages vary by product, then the price list provided shall include list price and the respective percentage discount for each product.

If percentage discounts vary by category, then the categories and the respective discounts shall be provided. If more space is needed, please attach to bid response.

**Price List**

Bidders are required to submit with bid response their entire catalog to include manufacturer Published List Price.

Provide a date for how long the submitted pricing is valid.

3 Years

Indicate how often list prices can change:

3-5 years