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

Vendor:
Courtyard by Marriott, College Station
3939 State Hwy 6 S
College Station, TX 77845
Phone: 979-695-8111
Contact: Karen Carroll
Contact Email: Karen.carroll@marriott.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 **November 8, 2019** and pertains to all goods and/or services covered by Texas A&M University Aggie Buy Contract # **C20201483**

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 Invitation-to-Bid # **TEEX-ITB-1777**, and any addenda thereto, are all made a part hereof and constitute Texas A&M University Aggie Buy Contract # **C20201483**

2. **Delivery Information:**

   Texas A&M University
   Various departments
   College Station, Texas 77843

3. **Payment:** Payment shall be net 30 upon receipt of the invoice and acceptance of the order.

4. **Term:** The term of the Master Order shall be from **November 8, 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.

5. **Escalation:**

   - 9-1-20 – 8-31-21: 0%
   - 9-1-21 – 8-31-22: 0%
   - 9-1-22 – 8-31-23: 0%
   - 9-1-23 – 8-31-24: 0%

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** ctoler@tamu.edu

By: [Signature]
Purchasing Agent for Texas A&M University
Texas A&M University is seeking to establish a Pool of Vendors, Blanket Agreement to provide Hotel Rooms for the period of November 8, 2019 through August 31, 2020.

It is requested that the awarded agreement be extended to any/all Texas State Agencies listed as Institutions of Higher Education as defined by section 61.003, Education Code, Government code section 2155.134 and any other public or State Entities or agencies. In the event an award is made, the individual agencies may or may not elect to use the agreement.

The estimated annual purchase of products within the pool of vendors for this agreement is approximately $100,000.00. This is an estimate only and does not guarantee purchase.

Quantities are estimates only and do not guarantee purchase. Services to be requested at times and in quantities requested by Texas A&M University.

Upon award, orders will be placed that refer to your offer. All invoices must reflect price(s) quoted and must reflect the purchase order number issued by Texas A&M, Procurement Services.

Any unused quantities as of August 31, 2020 shall be considered canceled.

Show unit price on each item, as quantities may be increased or decreased, within reasonable limits. In case of errors in price extension, unit price shall govern.

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

Contact: Karen Carroll  
Phone Number: 979-695-8111  
Fax Number: 979-695-8228  
Email: Karen.carroll@marriott.com

**RENEWAL:**
Texas A&M University 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.

<table>
<thead>
<tr>
<th>Period</th>
<th>Maximum Percentage Increase</th>
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</thead>
<tbody>
<tr>
<td>9-1-20 – 8-31-21</td>
<td>0%</td>
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<tr>
<td>9-1-21 – 8-31-22</td>
<td>0%</td>
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<tr>
<td>9-1-22 – 8-31-23</td>
<td>0%</td>
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<tr>
<td>9-1-23 – 8-31-24</td>
<td>0%</td>
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</table>

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

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

Texas A&M University reserves the right to immediate cancellation due to non-performance.

Texas A&M University reserves the right to cancellation of this agreement with thirty (30) days written notice.
PAYMENT TERMS:
Payments shall be Net 30 days after receipt of monthly invoice from successful vendor.

ADDITIONAL VENDORS:
Texas A&M University reserves the right to add additional vendors within the pool. In order to add an additional vendor(s), each supplier must complete a bid invitation form and be approved by TAMU, Procurement Services and College of Education.

ADDITIONAL UNIVERSITY SYSTEM PARTS:
Pool of vendors, Master Agreement for Catering Services for Texas A&M University (TAMU) and Texas A&M University System Parts (TAMUS). In addition to the extension of the pricing to Texas A&M and the A&M System parts bidders are requested to extend the pricing and all terms and conditions offered in their bid to Texas State Agencies listed as Institutions of Higher Education as defined by Section 61.003, Education Code, Government code section 2155.134 and any other public or State Entities or agencies. In the event an award is made, the individual agencies may or may not elect to use the agreement.

The Texas A&M University parts are as follows but not limited to:
- Texas A&M University System Offices
- Texas A&M University Health Science Center
- Texas A&M University Baylor College of Dentistry
- Texas A&M University Prairie View
- Tarleton State University
- Texas A&M University International
- Texas A&M University Galveston
- Texas A&M University Commerce
- Texas A&M University Corpus Christi
- Texas A&M University Kingsville
- Texas A&M University Texarkana
- Texas A&M University West
- Texas A&M University Central Texas
- Texas A&M University College of Law
- Texas Agri-Life Experiment Station
- Texas Agri-Life Extension Service
- Texas Forest Service
- Texas Transportation Institute
- Texas Veterinary Medical Diagnostic Lab
- Texas A&M Engineering Extension Service (TEEX)
- Texas A&M Engineering Experiment Station (TEES)

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty.</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Ext Price</th>
<th>Delivery (Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Hotel Room, Single King / Full Specify bed size/occupancy size: <em><strong>1 King Bed</strong></em>_______</td>
<td>1</td>
<td>EA</td>
<td>98.00</td>
<td>98.00</td>
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<tr>
<td>2.</td>
<td>Hotel Room, Double Queen / Full Specify bed size/occupancy size: <em><strong>2 Queen Beds</strong></em>_______</td>
<td>1</td>
<td>EA</td>
<td>98.00</td>
<td>98.00</td>
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<tr>
<td></td>
<td>Laundry Services Offered: (Y) Additional Charge if Applicable: <em><strong>$1.00 ea</strong></em>___________</td>
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<td></td>
<td>Complimentary transportation to and from Easterwood Airport</td>
<td>1</td>
<td>EA</td>
<td>0.00</td>
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<td></td>
<td>Breakfast</td>
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<td></td>
<td>Continental Offered?  Y</td>
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<td>Additional Charge if Applicable:  Along with the $5.00 Grab and Go Bags.</td>
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<td>Full Breakfast Offered?  Y</td>
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<td></td>
<td>Additional Charge if Applicable:  Full menu options is available well under the GSA per diem rates.</td>
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<td>On-Site Restaurant Available?  Y</td>
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<td>If Yes, Indicate Specials/Promotions:</td>
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<td>Happy Hour Special, Mon. – Friday, discounted wells and discounted food items.</td>
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<td>Workout Room Available?  Y</td>
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<td>If Yes, Indicate Additional Charge if Applicable: 0.00</td>
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<td>Restaurant within walking distance Y (if yes please list):</td>
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<td>Luigi’s Italian, Azure Fusion Bistro, Honey Baked Ham, Jersey Mike’s, Starbucks, Smoothie King, Cotton Patch, T Jin’s McDonalds, and Kroger’s.</td>
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<td>Other Amenities (please specify additional charges for additional amenities provided, if any):</td>
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<td></td>
<td>We will provide shuttle service to and from Easterwood Airport and pick-up any guest from ground shuttle. Outdoor Pool, Jacuzzi, Outdoor Grill, Coin operated washer/dryers, complimentary AM coffee, Market place, 24 hour staff.</td>
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<td>Meeting Space – Complimentary with Hotel Room Reservation</td>
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<td>Please provide a list of meeting spaces offered. Include the following specifics, along with any applicable pricing. Additional lines have been provided below if needed.</td>
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<td>Dimensions of each meeting space –</td>
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<td>Reveille, 775.2 sq ft, seating capacity 30 classroom style.</td>
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<td>Ballroom, 1,562 sq ft., seating capacity 60 classroom style.</td>
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<td>• Complimentary beverage service (includes coffee, water and hot tea).</td>
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<td>• Reservations must be made 2-3 weeks in advance</td>
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