# TEXAS A&M ENGINEERING EXTENSION SERVICE

# College Station, TX 77843-1477

# PURCHASE ORDER

GSC COPY

Order Date: 11/14/2018

VENDOR GUARANTEES MERCHANDISE DELIVERED ON THIS ORDER WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

ALL TERMS AND CONDITIONS SET FORTH IN THE BID INVITATION BECOME A PART OF THIS ORDER.

## INCLUDE P.O. NUMBER ON ALL CORRESPONDENCE AND PACKAGES

M990188

## Vendor:

\*\*\*\*\*\*\*3650

IVBG LLC DBA GROUNDSHUTTLE.COM

3157 LA VENTA WAY

COLLEGE STATION, TX 77845

## Invoice To:

TX A&M ENGINEERING EXTEN SRVC

FINANCIAL SERVICES

PO BOX 40006

COLLEGE STATION TX 77842-4006

## Ship To:

TX A&M ENGINEERING EXTEN SRVC

EMERGENCY SVCS TRNG INST

BRAYTON FIRE FIELD

1595 NUCLEAR SCIENCE RD

COLLEGE STATION TX 77843

PLEASE NOTE:

IF YOUR INVOICE IS NOT ADDRESSED AS INSTRUCTED PAYMENT WILL BE DELAYED.

ANY EXCEPTIONS TO PRICING OR DESCRIPTION CONTAINED HEREIN MUST BE APPROVED BY THE TEXAS A&M DEPARTMENT OF PROCUREMENT SERVICES PRIOR TO SHIPPING.

## USER REF:

250000-1605

Blanket Agreement to Provide Round Trip Bus Charter Transportation for Texas A&M University, Engineering Extension Service (TEEX), Brayton Fire Field for the period of November 6, 2018 through August 31, 2019.

Quantities listed below are estimates only and do not guarantee a purchase. Services shall be provided when requested by TEEX Brayton Fire Field. Orders will be phones or faxed in on an "as needed" basis.

Vendor shall be responsible for clearly identifying all items on all invoices by using descriptive word and part numbers.

Any unused quantities as of 8/31/19 shall be considered cancelled.

Prices shall remain firm through time frame listed above.

## Vendor Contact:

Vendor to indicate a contact information where orders are to be placed.

### Contact Person:

Maria Gonzalez

### Telephone Number:

855-303-4415

### Email:

charters@grandshuttle.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.

If renewal option is exercised, vendor may increase the contract price to reflex the cost of providing product(s). Vendors must indicate a maximum percentage increase per each extension period.

* 9-1-19 - 8-31-20: 10%
* 9-1-20 - 8-31-21: 10%
* 9-1-21 - 8-31-22: 10%
* 9-1-22 - 8-31-23: 10%

## 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/TEEX reserves the right to immediate cancellation due to non-performance.

Texas A&M/TEEX reserves the right to cancellation with thirty (30) days written notice.

## Requirements:

Indicate model of bus/coach provided, including all available features on bus/coach offered (i.e. WiFi, DVD, ETC.)

## Round-Trip:

10 Passenger Mercedes Sprinter $900.00

14 Passenger Mercedes Sprinter $1080.00

## One-Way Trip:

10 Passenger Mercedes Sprinter $450.00

14 Passenger Mercedes Sprinter $540.00

## Indicate the number of days’ notice required to book a charter:

1 - 4 days notice

## Provide cancellation policy:

Insurance Requirement All bidders are required to provide proof of insurance in the amounts indicated in Attachment A.

Upon award, the successful vendor(s) will be required to provide an updated certificate that list Texas A&M University as an additional insured party.

It shall be the responsibility of the successful vendor(s) to maintain a current COI on file with Procurement Services for the terms of the agreement.

## Submit Certificate to the following:

Texas A&M University

Procurement Services

Attn: Patty Winkler

PO Box 30013

College Station TX 77842-3013

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ITEM | DESCRIPTION | QUANTITY | UOM | UNIT PRICE | EXTENDED PRICE |
|  | Round Trip transportation from Houston Intercontinental Airport to Bryan/College Station hotels for 10 passenger shuttle, including luggage.Drop off at Bryan/College Station hotels and pickup at TEEX Training Facility located at Brayton Fire Field.Typical travel to Bryan/College Station on Monday with return to airport on Friday. | 1 | EA | 900.000 | 900.00 |
|  | Round Trip transportation from Houston Intercontinental Airport to Bryan/College Station hotels for 14 passenger shuttle, including luggage.Drop off at Bryan/College Station hotels and pickup at TEEX Training Facility located at Brayton Fire Field.Typical travel to Bryan/College Station on Monday with return to airport on Friday. | 1 | EA | 1,080.000 | 1,080.00 |
|  | Round Trip transportation from Dallas/Ft Worth Airport to Bryan/College Station for 10 passenger, including luggage.Drop off at Bryan/College Station hotels and pickup at TEEX Training facility located at Brayton Fire Field.Typical travel to Bryan/College Station on Monday with return to airport on Friday. | 1 | EA | 900.000 | 900.00 |
|  | Round Trip transportation from Dallas/Ft Worth Airport to Bryan/College Station for 14 passenger shuttle, including luggage.Drop off at Bryan/College Station hotels and pickup at TEEX Training Facility located at Brayton Fire Field.Typical travel to Bryan/College Station on Monday with return to airport on Friday. | 1 | EA | 1,080.000 | 1,080.00 |
|  | Round Trip transportation from Bryan/College Station hotels to TEEX Training Facility located at Brayton Fire Field for 10 – 14 passenger shuttle.Morning pick-up to be at approximately 7:00 a.m., unless otherwise specified, from the Bryan/College Station hotels and transport to the TEEX Training Facility at Brayton Fire Field.Afternoon pick-up to be at approximately 5:00 p.m., unless otherwise specified, from the TEEX Training Facility at Brayton Fire Field and transported to Bryan/College Station hotels.Friday return trip on final day of course may require interim stop at airport at Easterwood Airport, which is located adjacent to Brayton Fire Field. | 1 | EA | 180.000 | 180.00 |
|  | One-Way Transportation from TEEX Training Facility located at Brayton Fire Field to Houston Intercontinental Airport for 10 passenger shuttle, including luggage. | 1 | EA | 450.000 | 450.00 |
|  | One-Way Transportation from TEEX Training Facility located at Brayton Fire Field to Houston Intercontinental Airport for 14 passenger shuttle, including luggage.  | 1 | EA | 540.000 | 540.00 |
|  | One-Way Transportation from TEEX TrainingFacility located at Brayton Fire Field toDallas/Ft Worth Airport for 10 passengershuttle including luggage. | 1 | EA | 450.000 | 450.00 |
|  | One-Way Transportation from TEEX TrainingFacility located at Brayton Fire Field toDallas/Ft Worth Airport for 14 passengershuttle, including luggage | 3 | EA | 540.000 | 1,620.00 |
|  | Round Trip transportation from Bryan/College Station hotels to TEEX Training Facility located at Brayton Fire Field for 14 passenger shuttle.Morning pick-up to be at approximately 7:00 a.m., unless otherwise specified, from the Bryan/College Station hotels and transport to the TEEX Training Facility at Brayton Fire Field.Afternoon pick-up to be at approximately 5:00 p.m., unless otherwise specified, from the TEEX Training Facility at Brayton Fire Field and transported to Bryan/College Station hotels.Friday return trip on final day of course may require interim stop at airport at Easterwood Airport, which is located adjacent to Brayton Fire Field. | 1 | EA | 0.000 | 0.00 |
|  |  |  |  | TOTAL | 7,200.00 |

## VENDOR REF:

MARIA GONZALEZ

### Phone:

352-219-7583

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| cc | FY | ACCOUNT NO. | DEPT.  | UNIT PRICE | EXTENDED PRICE |
|  |  |  |  |  |  |

## DOCUMENT DATE:

11/08/2018

## DEPT. CONTACT:

LISA HEFFER

### PHONE NO.:

979-862-3526

## PCC CD:

## TYPE FUND:

F TYPE ORDER: HIED

FOB:

DESTINATION FRT INCLUDED

Texas A&M University cannot accept collect freight shipments.

FAILURE TO DELIVER- If the vendor fails to deliver these supplies by the promised delivery date or a reasonable time thereafter, without giving acceptable reasons for delay, or if supplies are rejected for failure to meet specifications, the State reserves the right to purchase specified supplies elsewhere, and charge the increase in price and cost of handling, if any, to the vendor. No substitutions or cancellations permitted without prior approval of the Texas A&M Department of Procurement Services.

The State of Texas is exempt from all Federal Excise Taxes.

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Chapter 20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

## Terms:

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IN ACCORDANCE WITH YOUR BID, SUPPLIES/EQUIPMENT MUST BE PLACED IN THE DEPARTMENT RECEIVING ROOM BY: 08/31/2019

This Order is not valid unless signed by the Purchasing Agent

**Signature inserted here.**

Purchasing Agent for

TEXAS A&M ENGINEERING EXTENSION SERVICE

Phone: 979-845-4570