

**MASTER ORDER FOR WEB DEVELOPMENT SERVICES**  
TEXAS A&M UNIVERSITY, COLLEGE STATION, TEXAS

<b>Vendor:</b> <b>Cascade Factory/Michaels King Ventures, LLC</b> <b>2807 Aster Pass</b> <b>Cedar Park, TX 78613</b> Phone: 512-549-1937 Contact: Aimee Roberts Contact E-mail: <a href="mailto:aimee@cascadefactory.com">aimee@cascadefactory.com</a>
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<b>Billing Address:</b> Texas A&M University Financial Management Operations Attn: Accounts Payable 6000 TAMU College Station, TX 77843-6000 United States
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This Master Order shall be effective as of September 1, 2019 through August 31, 2020 and pertains to all goods and/or services covered by Texas A&M University AggieBuy Contract # C8535966.


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 RFP # RFP MAIN 16-0012 and any addenda thereto, are all made a part hereof and collectively evidence and constitute Texas A&M University AggieBuy Contract #C8535966.
- 2. Delivery Information:

Texas A&M University Attn: Eric Beck Marketing & Communications Jack K. Williams Bldg. 9 1372 TAMU College Station, TX 77843-1372 Email: <a href="mailto:e-beck@tamu.edu">e-beck@tamu.edu</a>
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- 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 BAM 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 September 1, 2019 through August 31, 2020. There is one (1) additional renewal on this project.
- 5. Freight Terms: FOB Destination, Freight Prepaid and Allowed
- 6. 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.
- 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.

Wes Wolfe Phone: 979-845-1042 E-mail: <a href="mailto:swolfe3@tamu.edu">swolfe3@tamu.edu</a>
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By:   
Buyer  
Procurement Services for  
Texas A&M University