



**MASTER ORDER  
TEXAS DIVISION OF EMERGENCY MANAGEMENT  
AUSTIN, TEXAS**

**Renewal Exercised 8/21/20 – Contract expiration 3/21/21 – no further renewals**

<b>Vendor:</b>
<i>CSI Aviation 3700 Rio Grande NW Ste 1 P: 505-761-9000 F: 505-342-7377 Gretchen Collins <a href="mailto:collins@csiaviation.com">collins@csiaviation.com</a></i>

<b>Billing Address:</b>
<i>Texas Division of Emergency Management TDEM Fiscal Office 1033 La Posada Dr. Austin, TX 78761  Send Invoices to: <a href="mailto:apinvoices@tam.u.edu">apinvoices@tam.u.edu</a></i>

This Master Order shall be effective as of September 27, 2019 and pertains to all goods and/or services covered by TDEM AggieBuy Contract # C20201337.

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 attached specifications, terms and conditions as stated in TXMAS Contract # TXMAS-16-59901, and any addenda thereto, are all made a part hereof and collectively evidence and constitute TDEM AggieBuy Contract # C20201337.
2. Delivery Information:

<i>Texas Division of Emergency Management Attn: Cody Hays Room Ste 150 1033 La Posada Dr Austin, TX 78752</i>
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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 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 September 27, 2019 through August 31, 2020. This Master Order may be renewed through March 21, 2021, if mutually agreed to in writing by both parties.
5. Freight Terms: FOB Destination, Freight Prepaid and Allowed
6. Insurance: Vendor shall provide the TDEM 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 Division of Emergency Management 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.

<p><i>David Kirk, C.P.M.</i> <i>Phone – 979-862-5990</i> <a href="mailto:dmkirk@tamu.edu">dmkirk@tamu.edu</a></p>
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By: David Kirk, C.P.M. - Buyer TDES  
Purchasing Agent for TDEM