

PURCHASE ORDER

RECEIVING

TEXAS A&M FOREST SERVICE
PURCHASING DEPARTMENT

Order Date

08/25/2026

Page 01

200 Technology Way, Suite 1120, College Station, TX 77845-3424; Phone 979-458-7380, FAX 979-458-7386

Purchase Order No.	(Include this number on all correspondence and packages)
P700066	

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

INVOICE TO:

TEXAS A&M FOREST SERVICE
FRD/SF--ASSOCIATE DIRECTOR
200 TECHNOLOGY WAY, SUITE 1281
COLLEGE STATION TX 77845-3424

VENDOR
3556556556L TEXAS A&M AGRILIFE RESEARCH 17360 COIT RD DALLAS, TX 75252-6502

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

SHIP TO:

TEXAS A&M FOREST SERVICE
FRD/SF--ASSOCIATE DIRECTOR
200 TECHNOLOGY WAY, SUITE 1281
COLLEGE STATION TX 77845-3424ANY EXCEPTIONS TO PRICING OR DESCRIPTION CONTAINED HEREIN MUST BE APPROVED
BY THE TEXAS A&M FOREST SERVICE PURCHASING DEPARTMENT PRIOR TO SHIPPING.PLEASE NOTE: IF YOUR INVOICE IS NOT ADDRESSED AS INSTRUCTED
PAYMENT WILL BE DELAYED.

Item	Description	Quantity	UOM	Unit Price	Ext Price
1	USER REF: 000000-LLD DALLAS OFFICE LEASE 09/01/26 - 05/31/27 ***** NET 30 ***** NOTE TO VENDOR: "SHIP TO" AND "INVOICE TO" ADDRESSES MAY DIFFER. FAILURE TO SUBMIT INVOICE TO PROPER ADDRESS MAY RESULT IN DELAYED PAYMENT. TERM OF CONTRACT: 06/01/26 - 05/31/27 THIS PO COVERS: 09/01/26-05/31/27 VENDOR QUOTE: LEASE VENDOR REF: JARED CONRAD Purchase made by an Institution of Higher Education, Section 51.9335 Education Code. CC FY ACCOUNT NO. DEPT. -- --- - - - - - - - - - - 11 2027 116022-00000-5860 FSYS 8,806.69 11 2027 116023-00000-5860 FSYS 819.23 11 2027 116020-00000-5860 FSYS 614.42 11 2027 115300-00000-5860 SPSO 2,048.07 11 2027 124186-00701-5860 PLAN 8,192.26 DOCUMENT DATE: 08/25/2026 DEPT.CONTACT: LAURA DIXON PHONE NO.: 979-458-6632	9	MO	2,275.630 TOTAL	20,480.67 20,480.67

CEC

Texas A&M Forest Service cannot accept collect freight shipments.

FOB: DESTINATION FRT INCLUDED

Terms:

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 nor cancellations permitted without prior approval of Purchasing Department.

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

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 Texas Tax Code, Section 151.309 (4), 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.

The Terms and Conditions of the State of Texas shall prevail.

THIS ORDER IS NOT VALID UNLESS SIGNED BY THE PURCHASING AGENT



PURCHASING AGENT FOR

TEXAS A&M FOREST SERVICE

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200 TECHNOLOGY WAY, SUITE 1281
COLLEGE STATION TX 77845-3424

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COLLEGE STATION TX 77845-3424

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Item	Description	Quantity	UOM	Unit Price	Ext Price
	PCC CD: 9 TYPE FUND: TYPE ORDER:				

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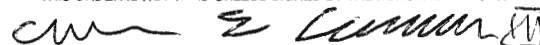
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PURCHASING AGENT FOR

TEXAS A&M FOREST SERVICE

INTRASYSTEM AGREEMENT

This Intrasytem Agreement (the "Agreement") is entered into by and between the members of The Texas A&M University System shown below as Contracting Parties.

I. CONTRACTING PARTIES:

The Receiving Party: Texas A&M Forest Service ("TFS") on behalf of the Urban Forestry Program

The Performing Party: Texas A&M AgriLife Research ("AgriLife") on behalf of the Texas A&M AgriLife Research and Extension Center at Dallas

II. STATEMENT OF SERVICES TO BE PERFORMED:

Designated Space: AgriLife agrees to provide TFS with the use of office space at the Texas A&M AgriLife Research and Extension Center at Dallas (the "Center"). Specifically:

From June 1st, 2026 through May 31st, 2027, TFS shall have exclusive use of the following:

One office in the Healthy Living Building; and
Four workstations in the Urban Agriculture and Forestry Building

Elective Space: AgriLife agrees to provide TFS with the auditorium, classrooms and conference room situated in the Healthy Texas Building, as available and in accordance with Center space use policies and services to such facilities. TFS expressly understands that use of such facilities are solely at the determination of AgriLife, and the requested space may not be available on the date(s) requested by TFS.

Additional Services: AgriLife agrees to provide usage of copy machines, mail service, and internet access to TFS at the Center.

III. BASIS FOR CALCULATING REIMBERSABLE COSTS:

The rental rate, including the designated and elective space use, utilities, custodial services, security, maintenance, and other building services provided by AgriLife, will be \$344.79 per month for each workstation in the Urban Agriculture and Forestry Building, \$689.59 per

month for the office in the Healthy Living Building, and \$206.88 per month for additional services, including internet services. Accordingly, the combined monthly rate will amount to \$2275.63 per month.

IV. CONTRACT AMOUNT:

The contract amount shall not exceed Twenty-Seven Thousand, Three Hundred Seven Dollars and Fifty-Six Cents (\$27,307.56) for the term.

V. PAYMENT FOR SERVICES:

TFS will pay AgriLife the monthly amounts specified in Section III. above based on space utilized.

TFS shall pay for services received from appropriation items or accounts of TFS from which like expenditures would normally be paid, based upon special vouchers drawn by TFS, or through electronic transactions, payable to AgriLife.

Payments received by AgriLife shall be credited to its current appropriation item(s) or local account(s) from which the expenditures of that character were originally made.

VI. TERM OF CONTRACT:

This Agreement will begin on June 1, 2026, and shall terminate on May 31, 2027. The Agreement may, however, be extended by written agreement, signed by an authorized representative of each party.

Either AgriLife or TFS may cancel this Agreement by sending the other a sixty (60) calendar days prior written notice stating the intent to cancel. Such notice should be sent to the following:

To AgriLife: Texas A&M AgriLife Research & Extension Center
17360 Coit Road
Dallas, TX 75252-6599
Attn: Jared Conrad
Email: jared.conrad@ag.tamu.edu

With copy to:
Texas A&M AgriLife Research
Attn: AgriLife Contract Office
2147 TAMU
College Station, TX 77843-2147

Email: contracts@ag.tamu.edu

To TFS: Texas A&M Forest Service
200 Technology Way #1281
College Station, TX 77845
Attn: Alan Dagelman
Email: adegelman@tfs.tamu.edu

THE UNDERSIGNED CONTRACTING PARTIES do hereby certify that, (1) the services specified above are necessary and authorized for activities that are properly within the statutory functions and programs of the specified components of The Texas A&M University System, (2) the proposed arrangements serve the interest of efficient and economical administration of the System, and (3) the services, supplies, or materials contracted for are not required by Section 21 of Article 16 of the Constitution of Texas to be supplied under contract given to the lowest responsible bidder.

RECEIVING Party further certifies that it has the authority to contract for the above services by authority granted in *Texas Education Code*, Section 88.101 *et seq.*

PERFORMING Party further certifies that it has the authority to perform the services contracted for by authority granted in *Texas Education Code*, Section 88.201 *et seq.*

The undersigned parties bind themselves to the faithful performance of this Agreement.

RECEIVING Party

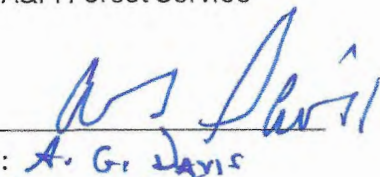
Texas A&M Forest Service

By: _____

Name: _____

Title: _____

Date: _____


A. G. Davis
Director
7/13/26

PERFORMING Party

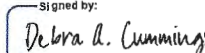
Texas A&M AgriLife Research

By: _____

Name: Debra A. Cummings

Title: Assistant Director, Agency & CFO

Date: _____

Signed by:

A:324F33285584E3...

July 14, 2026 | 9:34 AM CDT