

# TEXAS A&M UNIVERSITY - COMMERCE

VENDOR

COMMERCE, TX 75429  
PURCHASE ORDER

10/11/2016

Page 01

Include PO Number on all correspondence and packages
P700147

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

INVOICE TO AGENCY BELOW
TEXAS A&M UNIVERSITY-COMMERCE FINANCIAL SERVICES PO BOX 3011 COMMERCE TX 75429-3011
Ship to:
TEXAS A&M UNIVERSITY-COMMERCE CENTRAL RECEIVING 2600 SOUTH NEAL STREET COMMERCE TX 75428

VENDOR
18607311290 UNICON, INC 1760 E PECOS ROAD STE 432 GILBERT, AZ 85295

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

ANY EXCEPTIONS TO PRICING OR DESCRIPTION CONTAINED HEREIN MUST BE  
APPROVED BY TEXAS A&M UNIVERSITY-COMMERCE PRIOR TO SHIPPING.

PLEASE NOTE: IF YOUR INVOICE IS NOT  
ADDRESSED AS INSTRUCTED PAYMENT WILL

Item	Description	Quantity	UOM	Unit Price	Ext Price
	USER REF: 202290-17001				
1	Web Portal - Year 1 including the following: - uPortal License Fees - uPortal Installation and Configuration - uPortal Branding - uPortal Training - Integration and Custom Development Services Items - Open Source Support for uPortal	1	EA	62,163.800	62,163.80
2	Web Portal - Year 2 including the following: - uPortal License Fees - uPortal Installation and Configuration - uPortal Branding - uPortal Training - Integration and Custom Development Services Items - Open Source Support for uPortal	1	EA	33,775.000	33,775.00
3	Web Portal - Year 3 including the following: - uPortal License Fees - uPortal Installation and Configuration - uPortal Branding - uPortal Training - Integration and Custom Development Services Items - Open Source Support for uPortal	1	EA	34,600.000	34,600.00
4	Web Portal - Year 4	1	EA	35,450.000	35,450.00
BAM					

**E-MAILED**  
**OCT 13 2016**

FOB: DESTINATION FRT INCLUDED

Terms: N 30

Texas A&M University-Commerce cannot accept collect freight

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 Texas A&M University-Commerce Purchasing

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.

The terms and conditions of the State of Texas and the University shall prevail.

THIS ORDER IS NOT VALID UNLESS SIGNED BY THE PURCHASING AGENT.

*[Signature]* **OCT 11 2016**  
PURCHASING AGENT  
*[Signature]* 10-12-16

# TEXAS A&M UNIVERSITY - COMMERCE

## PURCHASE ORDER

VENDOR

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ORDER DATE: 10/11/2016

PO NUMBER: P700147

VENDOR: 18607311290  
UNICON, INC

Item	Description	Quantity	UOM	Unit Price	Ext Price
	including the following:				
	- uPortal License Fees				
	- uPortal Installation and Configuration				
	- uPortal Branding				
	- uPortal Training				
	- Integration and Custom Development Services Items				
	- Open Source Support for uPortal				
5	Web Portal - Year 5 including the following:	1	EA	36,340.000	36,340.00
	- uPortal License Fees				
	- uPortal Installation and Configuration				
	- uPortal Branding				
	- uPortal Training				
	- Integration and Custom Development Services Items				
	- Open Source Support for uPortal				
6	Web Portal - Year 6 including the following:	1	EA	37,285.000	37,285.00
	- uPortal License Fees				
	- uPortal Installation and Configuration				
	- uPortal Branding				
	- uPortal Training				
	- Integration and Custom Development Services Items				
	- Open Source Support for uPortal				
7	Web Portal - Year 7 including the following:	1	EA	38,275.000	38,275.00
	- uPortal License Fees				
	- uPortal Installation and Configuration				
	- uPortal Branding				
	- uPortal Training				
	- Integration and Custom Development Services Items				
	- Open Source Support for uPortal				
				TOTAL	277,888.80
	PER YOUR QUOTATION.				
	PRICE MUST INCLUDE DELIVERY AND INSTALLATION, IF APPLICABLE				
	ALL PRICING MUST BE F.O.B. DESTINATION.				
	ALL PRODUCTS AND/OR SERVICES ORDERED UNDER THIS CONTRACT WILL BE SHIPPED TO TEXAS A&M UNIVERSITY-COMMERCE CENTRAL RECEIVING. ANY PRODUCTS AND/OR SERVICES SHIPPED TO, OTHER THAN THE AFOREMENTIONED ADDRESS, IS SHIPPED AT SUPPLIER'S RISK.				
	ALL INVOICES MUST REFLECT PRICE(S) QUOTED AND MUST REFLECT THE BLANKET PURCHASE ORDER				
BAM					



# TEXAS A&M UNIVERSITY - COMMERCE

## PURCHASE ORDER

VENDOR

Page 03

ORDER DATE: 10/11/2016

PO NUMBER: P700147

VENDOR: 18607311290  
UNICON, INC

Item	Description	Quantity	UOM	Unit Price	Ext Price
	<p>NUMBER ISSUED BY TEXAS A&amp;M UNIVERSITY-COMMERCE</p> <p>ANY CHANGES TO THIS CONTRACT WITHOUT THE UNDERSIGNED PURCHASING AGENT'S PRIOR WRITTEN APPROVAL IS NOT AUTHORIZED AND AT THE EXPENSE OF THE SUPPLIER.</p> <p>THIS CONTRACT IS SUBJECT TO CANCELLATION WITHOUT PENALTY, EITHER IN WHOLE OR IN PART, IF FUNDS ARE NOT APPROPRIATED BY THE TEXAS LEGISLATURE, OR OTHERWISE NOT MADE AVAILABLE TO THE USING AGENCY</p> <p>UNACCEPTABLE PERFORMANCE BY THE VENDOR INCLUDING BUT NOT LIMITED TO DELIVERY OF GOODS AND/OR COMPLETION OF THE CONTRACTED TASK MAY BE CAUSE FOR CANCELLATION IF DEEMED NECESSARY BY TEXAS A&amp;M UNIVERSITY-COMMERCE.</p> <p>THIS PURCHASE IS CONSIDERED "BEST VALUE" TO THE UNIVERSITY, AS DEFINED BY TEXAS EDUCATION CODE 51.9335.</p> <p>ANY AGREEMENT ENTERED INTO BY TEXAS A&amp;M UNIVERSITY-COMMERCE SHALL BE GOVERNED BY THE LAWS OF THE STATE OF TEXAS.</p> <p>THIS PURCHASE SHALL BE IN ACCORDANCE WITH THE TEXAS A&amp;M UNIVERSITY-COMMERCE TERMS AND CONDITIONS. TO OBTAIN, PLEASE GO TO THE FOLLOWING ADDRESS:</p> <p>WWW.TAMUC.EDU/FACULTYSTAFFSERVICES/PURCHASING/FORMS</p> <p>IRS FORM W-9. TEXAS A&amp;M UNIVERSITY-COMMERCE IS REQUIRED BY LAW TO OBTAIN THIS INFORMATION FROM YOU OR YOUR COMPANY WHEN MAKING A REPORTABLE PAYMENT.</p> <p>YOU CAN ACCESS THE W-9 FORM AT THE FOLLOWING WEBSITE ADDRESS: HTTP://WWW.TAMUC.EDU/FACULTYSTAFFSERVICES/PURCHASING/FORMS</p> <p>TO MAINTAIN OUR FILES AND COMPLY WITH THE LAW, PLEASE COMPLETE AND RETURN THE W-9 FORM BY FAX TO: (903) 886-5057 OR BY E-MAIL AT: APHELP@TAMUC.EDU</p> <p>A&amp;M-Commerce Purchasing Contact: BRIAN MCGINLEY, JR., MBA, CAPM, CTCM, CTPM PHONE: 903-886-5620 Fax: 903-886-5039 EMAIL: PURCHASING@TAMUC.EDU</p> <p>ACCOUNTS PAYABLE CONTACT INFORMATION: PHONE: (903) 886-5061 E-MAIL: APHELP@TAMUC.EDU</p> <p>TERM: 2016-2023</p>				

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TEXAS A&M UNIVERSITY - COMMERCE  
PURCHASE ORDER

VENDOR

ORDER DATE: 10/11/2016

Page 04

PO NUMBER: P700147

VENDOR: 18607311290  
UNICON, INC

Item	Description	Quantity	UOM	Unit Price	Ext Price
	PRIOR PO - P600636 VENDOR QUOTE: ATTACHED				
BAM					



Procurement Services/Contract Administration  
P.O. Box 3011  
Commerce, TX 75429-3011  
903-886-5053

For Official Use Only:

Contract # Unicon Consulting

Del. of Auth. VPBA

Signatory Alicia Currin

### Contract/Agreement Approval Transmittal Form

#### Description of Contract:

- Contractor/Other Party Unicon Consulting. (Unicon Consulting Service Agreement)

- Originating TAMU-Commerce Office CIO

- Contact/Phone # Tim Murphy

#### Contract Action:

☒ New ☐ Extension of Existing Contract ☐ Modification/Amendment of Existing Contract ☐ Renewal of Existing Contract

[If this is a modification, amendment or renewal, identify by number or paragraph and title (if any) which terms and conditions of the existing contract have been changed and include a copy of the original contract for legal review.]

#### Contract Terms:

- Amount Per Fiscal Year \_\_\_\_\_ Total Contract Value \$ 277,888.80

(Received/Expended) 04/20/2016 thru 04/19/2023 Source of Funds Various

- Renewal Notice Date/Term \_\_\_\_\_ Contractor Insurance Documentation Due Date \_\_\_\_\_

**Routing Instructions: To determine the approval process refer to the "President's Delegation of Authority for Contract Administration."**

[Signature] 10/11/2016  
Contract Originator Date

[Signature] 10/11/2016  
Procurement Services/Contract Administration Date

\_\_\_\_\_  
Department Head Date

\_\_\_\_\_  
Compliance Office Date

\_\_\_\_\_  
Foundation/Grant Officer Date

\_\_\_\_\_  
Risk Management & Safety Date

Alicia Currin 10/12/16  
Vice President for Business and Administration Date

\_\_\_\_\_  
President Date

OGC review required →

#### → OFFICE OF GENERAL COUNSEL COMMENTS

- ☐ I find it to be in sufficient legal for execution.
- ☐ Please provide me with the following so that I may complete my legal review:
- ☐ Please make the following changes/ Please note: as marked:
- ☐ Additional pages(s) with comments attached.
- ☐ With these changes made, the agreement is in sufficient legal form.
- ☐ Please re-send with changes made for further review.

\_\_\_\_\_  
Office of General Counsel

\_\_\_\_\_  
Date



## Brian McGinley

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**From:** Travis Ball  
**Sent:** Tuesday, April 5, 2016 4:05 PM  
**To:** Tim Murphy  
**Cc:** Leah Kanaman; Marcela Caldwell  
**Subject:** Requisition for Web Portal

Tim

Before I can move forward with contract execution, I need an approved requisition as presented in Unicon's BAFO listed below.

Item	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Totals
uPortal License Fees <sup>1</sup>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
uPortal Installation and Configuration <sup>2</sup>	\$8,750	\$0	\$0	\$0	\$0	\$0	\$0	\$8,750
uPortal Branding <sup>3</sup>	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000
uPortal Training <sup>4</sup>	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000
Integration and Custom Development Services Items <sup>5,6</sup>	\$52,500	\$17,500	\$17,500	\$17,500	\$17,500	\$17,500	\$17,500	\$157,500
Open Source Support for uPortal <sup>7</sup>	\$15,500	\$16,275	\$17,100	\$17,950	\$18,840	\$19,785	\$20,775	\$126,225
<b>Totals</b>	<b>\$98,750</b>	<b>\$33,775</b>	<b>\$34,600</b>	<b>\$35,450</b>	<b>\$36,340</b>	<b>\$37,285</b>	<b>\$38,275</b>	<b>\$314,475</b>

Thank you so much!

**Travis A. Ball, CTPM, M.S. | Chief Procurement Officer**  
Procurement Services | Texas A&M University-Commerce  
[Travis.Ball@tamuc.edu](mailto:Travis.Ball@tamuc.edu)

P.O. Box 3011 | Commerce, Tx 75429-3011  
Tel. 903.886.5060 | Fax 903.886.5039 | [www.tamuc.edu](http://www.tamuc.edu)

**Texas A&M University-Commerce**

## Brian McGinley

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**From:** Leah Kanaman  
**Sent:** Monday, October 3, 2016 10:46 AM  
**To:** Purchasing  
**Cc:** Spring Harvey  
**Subject:** R700148-Unicon  
**Attachments:** Requisition for Web Portal

To replace completed **P600636**. Awaiting payment for 3<sup>rd</sup> invoice against item #1. Item #1 on new requisition reduced to account for 2 paid invoices totaling \$36,586.20.

**Leah Kanaman | Administrative Assistant to the CIO**  
Center for IT Excellence | Texas A&M University-Commerce  
[Leah.Kanaman@tamuc.edu](mailto:Leah.Kanaman@tamuc.edu)

P.O. Box 3011 | Commerce, Tx 75429-3011  
Tel. 903.886.5421 | Fax 903.886.5007 | [www.tamuc.edu/CITE](http://www.tamuc.edu/CITE)

**Texas A&M University-Commerce**