1. This blanket agreement is for hotel guest rooms. The base term of the agreement is 12 months with two 12 month option periods. See attached Statement of Work for Pricing and Reservation instructions.

2. University of California Terms and Conditions of Purchase apply to this order. These terms and conditions are included in UC Business and Finance Bulletin BUS-43 which can be viewed at http://www.ucop.edu/procurement-services/_files/uc-terms-and-conditions-of-purchase.pdf.

Address correspondence pertaining to this order to:

<table>
<thead>
<tr>
<th>Contract Concerns</th>
<th>Invoice Concerns</th>
<th>Technical Questions</th>
</tr>
</thead>
</table>
| CAUDLE, CHRISTOPHER J  
5307520811  
cjcaudle@ucdavis.edu | Campus SCC  
530-754-4772 | CAUDLE, CHRISTOPHER J  
5307520811  
cjcaudle@ucdavis.edu |
This blanket agreement is for hotel guest rooms. The base term of the agreement is 12 months.

**Pricing:** For official travel or events paid by UCDMC/UCD CTS or Purchase Order. This price is based on *Last Room Available* and are net non-commissionable. Rate does not include state or local taxes.

- January 1, 2017 – December 31, 2017
  - Double Queen Room - $149.00
  - Single King Room - $149.00
  - Studio Suite - $169.00

**Pricing:** For UCDMC/UCD Patients or visitors. This price is *Based on Availability* and are net non-commissionable. Rate does not include state or local taxes.

- January 1, 2017 – December 31, 2017
  - Double Queen Room - $149.00
  - Single King Room - $159.00

Pricing Note: The Hotel may, at its discretion offer rooms at lower than these rates under certain circumstances as determined by the Hotel.

**Check-In/Check-Out:** Check-In is no earlier than 3 PM unless prior arrangements are made. Check-Out is 12 PM unless prior arrangements are made.

**Ordering/Reservations:**

If the using department is paying for the hotel use, contact the hotel for room availability and price quote. Once the quote is obtained a University issued CTS form or Purchase Order should be prepared and submitted to the hotel via email or fax to confirm the reservation.

If the using department is ONLY blocking a group of rooms where individuals will be responsible for making their own reservations, contact the hotel for room availability and price quote. Once the quote is received, publicize the specific reservation process to the individuals/groups that will be making their own reservations. The individuals will be required to reserve their room(s) using a credit card.

The following verbiage must be added to all group reservation agreements:

*This reservation confirmation form has been reviewed and approved by UC Davis Contracting Services and UC Davis users may sign this form confirming the details of their reservations with the hotel. All terms and conditions of master agreement A19266 are hereby incorporated by reference.*

**Hotel Contact Information:**

Genii Reynolds-Perez, Courtyard by Marriott Sacramento Midtown
Ph: 916-403-9299
Email: genii.reynolds@marriott.com
Fax: 916-669-1031
Cancellation and Attrition Policy:

**Individual cancellation policy** is 24 hours in advance/by 4 PM the day prior to arrival.
**Group cancellation policy**: (University paid groups only) Room blocks will be released by the hotel 30 days before the event if reservations have not been reserved. Cancellation fee of the entire group will be **waived**. Group cancellations must be received by the hotel in writing prior to arrival date. This does not include catered events.

**Group room blocks**: (not paid by University) Room blocks will be released by the hotel 30 days before the event if reservations have not been completed by individuals. The hotel may at their discretion hold blocks for a longer period to allow for maximum use of the room block.

**Ballroom Space Exemption (rooms 1101, 1101A, 1104, 1105, 1105A, 1106, 1106A and Patio)**
Use of the Ballroom Space is not covered under this agreement. For potential use of the Ballroom Space please refer to Lease Agreement (UC Davis Agreement #98-01094L) between Courtyard by Marriott Sacramento Midtown and the University of California Davis Medical Center (Regents of the University of California).

**Reviews and Quarterly Sales Report** – Hotel information will be publicized on the campus Travel site as a Local Hotel agreement holder. Hotel and University commit to conduct semi-annual reviews that will allow discussion of use and challenges or concerns. Hotel provider will be required to submit quarterly sales reports showing the number of guest rooms provided during the quarter. Recognizing the limits of current hotel booking/reservation systems, the following minimum requirements for this report are: total number of days/nights booked under the contract rates and total amount charged (less incidental room charges such as meals, movies, etc.).

If possible, the University would prefer to have a detailed report that includes: billing code used (for guest rooms), room rate charged, type of room (guest room or conference room), date of transaction, purchase order number (if applicable to reservation), total nights used and total amount charged for the hotel stay.

ALL reports are required to be transmitted electronically to UC Davis in Excel format. Reports will be emailed to: Josie Vanta at jtvanta@ucdavis.edu.

The following reporting periods and due dates apply to all reports:

<table>
<thead>
<tr>
<th>Reporting Quarter</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>Oct – Dec</td>
<td>20 Jan</td>
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<tr>
<td>Jan – Mar</td>
<td>20 Apr</td>
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<tr>
<td>Apr – Jun</td>
<td>20 Jul</td>
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<td>Jul – Sep</td>
<td>20 Oct</td>
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