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## UNIVERSITY CONTRACT AWARD

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DATE ISSUED: August 15, 2023

COMMODITY: Event Rentals  
CONTRACT#: UC-24-TL110422-A  
FOR THE UNIVERSITY OF CONNECTICUT- ALL CAMPUSES, and UCHC

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Payment Terms: See Below

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**TERMS OF CONTRACT:**

- A. The University of Connecticut will issue purchase orders as required for the purchase of event rentals. A quote must be issued to the UConn representative referencing the Contract # and reflecting the discount (if applicable). Pricing must comply with the price sheet attached. Quotes will not require a signature and individual events will not require a signed agreement. No commitment to services/rentals will be made until the supplier is in receipt of an approved purchase order from the University.
  
- B. The term of this contract shall be from August 15, 2023, to June 30, 2026, with options to renew for four (4) additional one (1) year terms upon the agreement of the parties.

1 <sup>st</sup> Extension	7/1/2026 to 6/30/2027	
2 <sup>nd</sup> Extension	7/1/2027 to 6/30/2028	
3 <sup>rd</sup> Extension	7/1/2028 to 6/30/2029	
4 <sup>th</sup> Extension	7/1/2029 to 6/30/2030	Final

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NAMES AND ADDRESSES OF AWARDEE:

**Atlas Event Group Inc.**  
910 Boston Turnpike  
Shrewsbury, MA 01545  
Contact: Teresa Kramek  
Phone: 508-459-2011 x0151  
Email: [teresa@atlaseventgroup.com](mailto:teresa@atlaseventgroup.com)

**Payment Terms:** Net 45

**Pricing:**

- 1. Pricing remains fixed for one year from date of award. Price increases after the first year, and for the duration of this contract will only be allowed when the price increase is based on documented changes in the vendors laid in cost of product or other discounts allowed and, may be adjusted up or down in an amount not to exceed the Consumer Price Index (CPI), appropriate for the commodity, as published by the United States Department of Labor.

2. The University will expect any increases to be consistent with those applied to other customers of comparable size and nature.
3. The University Purchasing Department must be notified of the increase a minimum of thirty (30) days prior to the effective date and, the vendor provides the University any and all documentation it may require supporting the proposed price increases.
4. There will be no fuel surcharges applied to the cost.

**Deposits:** The University will not pay deposits.

**Loss Policy:** Upon delivery to the Site of the Rented Item(s), unless you immediately reject it/them), you represent, warrant, acknowledge and agree that each Item: (a) is complete and in good repair and operating condition, free of defects, and is in all ways acceptable to you; (b) is appropriate for your purposes; and (c) was selected (not based on any recommendation by AEG), counted, examined and inspected solely by you.

Losses not reported in writing to the University within seven (7) days of pick-up will not be reimbursable.

**Condition of Rental Items:** The condition of all items are noted in our system with pictures at time of drop off and pick up.

**Replacement Cost Process:** In the event of any accident, damage or failure to properly perform (“Malfunction”) of/to any Rented Item(s), you agree to: (a) immediately cease using the affected Item(s); (b) notify, and if requested by AEG, return or make available for return to AEG, the affected Item(s); and (c) cause each authorized user, operator and occupant of the Rented Item(s) (“End-User”) to promptly comply with the above requirements.

**Change Orders:** Change-orders must be requested in writing (e-mail is acceptable) to the University Account Representative who provided the quote.

**Credits:** Credits owed to the University will be issued against the purchase order for the specific event.

**Cancellation Policy:** The following cancellation fees will apply. 185 days prior: no cancellation fee 184 days prior: 50% of total, 30 days prior: 100% of contract total.

**Booking and Scheduling:** The University Account Representative receives an inquiry and details of the event, provides a quote, and schedules a delivery to best meet the requested timeframe. All request must be made in writing and confirmed in writing.

**Same Day or Next Day Requirements:** Same day or next day deliveries will be provided pending item and staff availability. Additional charges may apply.

**Discounts Offer to the University:** Our savings for all rental items are as follows:

- 10% savings up to \$50,000
- 15% savings up to \$100,000
- 20% savings up to \$150,000
- 25% savings up to \$200,000
- 30% maximum savings \$200,000 +

Detailed Price List attached:

Additional information/pricing based on awarded proposal response:

Group 2.3: Event Services and Rentals Categories	
2.3.1 Category 1: Audio Visual Services/Rentals for Events	Yes
2.3.2 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.3 Category 2: Audio Visual Technicians	Yes
2.3.4 Please provide roles and rates	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.5 Category 3: Chair Rental	Yes
2.3.6 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.7 Category 4: Climate Control	Yes
2.3.8 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.9 Category 5: Disposable Items (plastic cups, eating utensils, napkins, paper plates etc)	No
2.3.10 Please provide pricing	

2.3.11 Category 6: Event Accessories, Drapes, Pipes	No
2.3.12 Please provide pricing	
2.3.13 Category 7: Flooring	Yes
2.3.14 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.15 Category 8: Food Service Equipment	Yes
2.3.16 Please provide the inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.17 Category 9: Food Service Smallware - silverware, china, glassware, etc	No
2.3.18 Please provide inventory and pricing	
2.3.19 Category 10: Food Services Misc. Equipment Items	Yes
2.3.20 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.21 Category 11: Linen Services & Supplies	Yes
2.3.22 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.23 Category 12: Plant / Floral / Decorations inclusive of UConn landmark and design elements	No

2.3.24 Please provide inventory and pricing	
2.3.25 Category 13: Portable Lighting	Yes
2.3.26 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.27 Category 14: Portable Stage	Yes
2.3.28 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.29 Category 15: Table Rentals	Yes
2.3.30 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.31 Category 16: Tent / Canopy Rentals	Yes
2.3.32 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.33 Category 17: Booth design services	No
2.3.34 Please provide roles and rates	
2.3.35 Category 18: Trade Show Exhibition Services	No
2.3.36 Please provide roles and rates	

2.3.37 Category 19: Trade Show Exhibition Support	No
2.3.38 Please provide roles and rates	
2.3.39 Category 20: Walkways	Yes
2.3.40 Please provide inventory and pricing	<a href="https://atlaseventgroup.com/event-rentals/">https://atlaseventgroup.com/event-rentals/</a>
2.3.41 Category 21: Soft Furniture, Room Dividers, Charging Stations	No
2.3.42 Please provide inventory and pricing	

The State of Connecticut Terms and Conditions located at this link will govern all purchases against this contract. They are located at this link: [Terms-and-Conditions](#)

**Purchasing Contacts:**

Kristin Allen  
Category Manager  
Email: [kristin.allen@uconn.edu](mailto:kristin.allen@uconn.edu)

Terri Lessard  
Purchasing Agent  
[Terri.lessard@uconn.edu](mailto:Terri.lessard@uconn.edu)

## ATLAS EVENT GROUP INVENTORY

Title	Price
<b>Marquee Frame Tents</b>	
6' x 10' Marquee Frame Tent	\$ 128.40
6' x 20' Marquee Frame Tent	\$ 256.80
6' x 30' Marquee Frame Tent	\$ 385.20
6' x 40' Marquee Frame Tent	\$ 513.60
6' x 50' Marquee Frame Tent	\$ 642.00
6' x 60' Marquee Frame Tent	\$ 770.40
6' x 70' Marquee Frame Tent	\$ 898.80
6' x 80' Marquee Frame Tent	\$ 1,027.20
10' x 10' Marquee Frame Tent	\$ 257.00
10' x 20' Marquee Frame Tent	\$ 450.00
10' x 30' Marquee Frame Tent	\$ 579.00
<b>Keder Frame Tents</b>	
20' x 15' Keder Frame Tent	\$ 450.00
20' x 20' Keder Frame Tent	\$ 550.00
20' x 25' Keder Frame Tent	\$ 687.50
20' x 30' Keder Frame Tent	\$ 725.00
20' x 35' Keder Frame Tent	\$ 847.00
20' x 40' Keder Frame Tent	\$ 875.00
20' x 45' Keder Frame Tent	\$ 945.00
20' x 50' Keder Frame Tent	\$ 1,000.00
20' x 60' Keder Frame Tent	\$ 1,200.00
30' x 30' Keder Frame Tent	\$ 1,028.00
30' x 45' Keder Frame Tent	\$ 1,610.00
30' x 60' Keder Frame Tent	\$ 2,146.00
40' x 40' Keder Frame Tent	\$ 1,995.00
40' x 60' Keder Frame Tent	\$ 2,861.00
<b>High Peak Frame Tents</b>	
20' x 20' High Peak Frame Tent	\$ 550.00
20' x 30' High Peak Frame Tent	\$ 725.00
20' x 40' High Peak Frame Tent	\$ 875.00
<b>Century Tents</b>	
20' x 40' Century Tent	\$ 738.00
30' x 45' Century Tent	\$ 1,195.00
30' x 60' Century Tent	\$ 1,510.00
40' x 40' Century Tent	\$ 1,375.00
40' x 60' Century Tent	\$ 1,925.00
40' x 80' Century Tent	\$ 2,575.00
40' x 100' Century Tent	\$ 3,098.00
40' x 120' Century Tent	\$ 3,650.00
<b>Tent Doors and Sidewalls</b>	
Solid White Sidewall (Price per foot)	\$ 2.00
Cathedral Window Sidewall (Price per foot)	\$ 3.00
Clear Sidewall (Price per foot)	\$ 3.00

Single Door	\$	250.00
Double Door	\$	350.00
Roll-Up Door	\$	150.00
Single Glass Door with Panic Hardware	\$	500.00
Double Glass Door with Panic Hardware	\$	550.00

### Tent Accessories

Globe Bistro/String Lighting (Price per foot)	\$	2.00
LED Light Dimmer	\$	80.00
Center Pole Lighting (Price per foot)	\$	3.00
150W LED High Bay Light	\$	150.00
LED Ring Light	\$	50.00
Exit Sign/Emergency Lighting	\$	120.00
Tent Leg Drape	\$	50.00
Tent Fan	\$	100.00
Electric Radiant Heater	\$	200.00
Tent Heater- 80,000 BTU	\$	275.00
Tent Heater- 170,000 BTU	\$	375.00
100 lb. Propane Tank	\$	150.00
CO Monitor	\$	25.00
No Smoking Sign	\$	5.00
Fire Extinguisher	\$	25.00
Fire Extinguisher Sign	\$	5.00
Concrete Ballast- 350 lb.	\$	25.00
Concrete Ballast- 500 lb.	\$	30.00
Concrete Ballast- 700 lb.	\$	35.00
Ballasting Block Covers- Kwik Cover	\$	6.00

### Flooring

Event Flooring (Price per sq. ft. installed)	\$	2.00
Artificial Turf (Price per sq. ft. installed)	\$	1.72
Vinyl Hardwood Flooring (Price per square foot installed)	\$	5.00
Carpet (Price per square foot installed)	\$	5.00
Red Carpet 4' x 25'	\$	70.00
Red Carpet 4' x 50'	\$	130.00

### Dance Floors

8' x 8' Dance Floor	\$	200.00
8' x 12' Dance Floor	\$	300.00
12' x 12' Dance Floor	\$	450.00
12' x 16' Dance Floor	\$	600.00
12' x 20' Dance Floor	\$	750.00
12' x 24' Dance Floor	\$	900.00
16' x 16' Dance Floor	\$	800.00
16' x 20' Dance Floor	\$	1,000.00
16' x 24' Dance Floor	\$	1,200.00
20' x 20' Dance Floor	\$	1,250.00
20' x 28' Dance Floor	\$	2,000.00
24' x 24' Dance Floor	\$	1,800.00

### Bandrisers

Bandriser	\$	50.00
8' x 8' x 6" Bandriser	\$	100.00
8' x 12' x 6" Bandriser	\$	150.00
8' x 16' x 6" Bandriser	\$	200.00
8' x 20' x 6" Bandriser	\$	250.00
8' x 24' x 6" Bandriser	\$	300.00
12' x 16' x 6" Bandriser	\$	300.00

## Tables

36" Round Table	\$	11.00
48" Round Kids Table	\$	10.00
48" Round Table	\$	12.00
60" Round Table	\$	13.00
4' Banquet Table	\$	11.00
6' Banquet Table	\$	12.00
8' Banquet Table	\$	14.00
Bistro Table	\$	12.00
High Top Cocktail Table	\$	14.00

## Chairs

Children's White Folding Chair	\$	2.65
White Folding Chair	\$	2.65
White Padded Garden Chair	\$	4.50
Crossback Chair	\$	14.95
Chiavari Chair- Mahogany	\$	9.00
Chiavari Chair- White	\$	9.00
Chiavari Chair- Gold	\$	9.00
Wooden High Chair	\$	12.00

## Linen

Kwik Covers - White	\$	8.00
90" Round Tablecloth- Polyester	\$	16.20
96" Round Tablecloth- Polyester	\$	15.80
108" Round Tablecloth- Polyester	\$	17.50
114" Round Tablecloth- Polyester	\$	19.00
120" Round Tablecloth- Polyester	\$	24.18
132" Round Tablecloth - Polyester	\$	31.40
90" x 108" Polyester Tablecloth	\$	39.00
90"x132" Tablecloth- Polyester	\$	24.32
90"x156" Tablecloth- Polyester	\$	31.37
Napkin - Polyester	\$	1.20

## Accessories

3000W Inverter Generator	\$	300.00
7000W Inverter Generator	\$	550.00
Cable Ramps	\$	25.00
15' White Extension Cord	\$	10.00
25' White Extension Cord	\$	10.00
50' White Extension Cord	\$	10.00
50' White Extension Cord Triple Tap	\$	15.00
100' White Extension Cord	\$	10.00

Lectern	\$	95.00
Traditional White Wedding Arch/Chuppah	\$	250.00
150 Quart Marine Cooler	\$	35.00
Coat Rack	\$	18.00
Pipe and Drape (per linear foot)	\$	5.00
Stanchion with 10' Retractable Belt	\$	30.00
Portable Bar	\$	125.00
Bar Riser	\$	42.00
Wine Barrel Bar	\$	250.00
Wine Barrel	\$	40.00
American Flag 3' x 5'	\$	95.00
Massachusetts State Flag 3' x 5'	\$	95.00
Trash Barrel (with 2 liners)	\$	12.00
Social Booth (Starting Price)	\$	545.00
Pro Photo Booth (Starting Price)	\$	745.00
Traditional Booth (Starting Price)	\$	845.00

### A/V

PA System Package	\$	350.00
QSC K12.2 Speaker	\$	125.00
Alto 8" Speaker	\$	75.00
Speaker Stand	\$	30.00
SM48 Microphone	\$	10.00
Microphone Stand- Tripod	\$	10.00
Microphone Stand- Straight	\$	10.00
XLR Cable- 25'	\$	10.00
65" LED Flatscreen TV (with Totem Stand)	\$	425.00
Projector	\$	150.00
100" Projector Screen	\$	50.00
Projector Stand with Base	\$	25.00
Uplighting (per uplight)	\$	50.00
Dance Floor Lighting	\$	200.00

### Catering Equipment

Serving Tongs	\$	3.65
Serving Spoon	\$	2.85
Coffee Maker- 60 Cup	\$	25.00
Coffee Maker- 100 Cup	\$	30.00
Sterno 2 Hour Handy Fuel Methanol Gel Chafing Fuel	\$	1.36
2.5" Deep Full Size Hotel Pan	\$	9.49
30 Qt. Stainless Steel Mixing Bowl	\$	60.00
4" Deep Full Size Steam Pan	\$	9.49
7QT SS Petite Marmite Chafer	\$	27.35
Full Size 18" x 26" Aluminum Sheet Pan	\$	6.50
16" Round Silver-plated Cake Stand	\$	35.00
8 Qt. Standard Chafing Dish	\$	27.35
Carving Station with 24" Black Heat Lamp and Cutting Board - 120V, 250W	\$	100.00