

**Manager:** Amanda Hallmark

**Effective Date:** 9/01/2022 – 08/30/2027

**Expiration Date:** 08/30/2027

**Number:** AU-2022-0000485

**Commodity:** Tents, Tables, Chairs, and Event Service Rentals

**Contract Details:**

Procurement and Business Services is pleased to announce two (2) vendors that will provide Auburn University with tent, table, chair, and event rental services. A multi-vendor contract was awarded to allow the University access to complete product lines, freedom of choice to match the particular need, and sufficient sources of supply in case of material shortages. The two (2) vendors selected were based on a public RFP, in which all terms, conditions, and specifications were met or exceeded by both companies. The two (2) vendors listed below are considered our "Preferred Vendors" for all tent, table, chair, and event rental services on campus.



**REVEL XP**

Contact: Mary Louise Kennedy

334-246-3133

Email: [auburnrentals@revelxp.com](mailto:auburnrentals@revelxp.com)

Website: <https://www.pre-events.com> Vendor Number: 904283891

**Delivery Fees:**

The standard delivery fee for Auburn campus will be \$175 per truck. If REVEL XP (RXP) staff is required to carry the equipment more than 50' of the truck, additional charges will apply.

If any event requires off campus delivery, additional fees may apply.

**Rate for setup/breakdown**

\$2 per chair, \$2 per table, \$2 per linen

**After Hours:**

Any setups or breakdown taking place before 7 a.m. and after 5 p.m. on weekdays or on weekends are subject to additional fees based on the size of the job.



EVENT MANAGEMENT • EVENT RENTALS • PROMOTIONAL PRODUCTS

**Outdoor Events**

Zoe Paul

Cassidy Pearson

Kevin Metasavage

706-221-1900

Email: [info@outdoorevents.com](mailto:info@outdoorevents.com)

Website: <https://www.outdoorevents.com> Vendor Number: 9035224111

**Delivery Fees:**

\$250.00 per truck

**Rate for setup & breakdown of tables & chairs**

\$55.00 per laborer, per hour

Chair set up: \$1 per chair

Table set up: \$2 per chair

Tablecloth Application: \$2 per tablecloth

*Should there be additional labor, the following applies:*

General labor: \$55 per laborer, per hour

Special labor: \$75 per laborer, per hour

**After Hours:**

Our hours are 8:00 a.m. to 5:00 p.m. EST, Monday through Friday. Anything outside of this time frame will be considered after-hours. The rate for after-hours is \$82.50 per laborer, per hour.