After executing a Request For Proposals the Purchasing Department has awarded nine (9) term contracts (one (1) year with four (4) renewal options) to the following vendors:

1. CCI Screenprinting, Inc.  
   5601 Sandy Lewis Drive  
   Fairfax, VA 22032  
   (703)978-0506

2. Reston Shirt and Graphic Co.  
   341 Victory Drive  
   Herndon, VA 20170  
   (703)318-8871

3. Simar Enterprises, Inc.  
   405 Center Street  
   Lexington, VA 24450

4. 4imprint, Inc.  
   101 Commerce Street  
   Oshkosh, WI 54901

5. Fresh Printz, LLC  
   19248 Walnut Hills Road  
   Jeffersonton, VA 22724

6. TK Promotions, Inc.  
   9609 Gayton Road  
   Richmond, VA 23238

7. Club Colors  
   420 East State Parkway  
   Schaumburg, IL 60173

8. Sundog Productions  
   3850 Jermantown Rd.  
   Fairfax, VA 22030

9. King Screen  
   1627 Shenandoah Ave.  
   Roanoke, VA 24017

ALL CONTRACTS AND VENDOR PRICING AVAILABLE AT: https://fiscal.gmu.edu/purchasing/purchase-goods-or-services/buy-specialized-procurement-by-category/

Effective immediately departments must follow the following ordering procedure for Screen Printing and Related items:

1. Orders Under $5,000: Screen Printing  
   a. End-users can select ANY one vendor under contract.  
   b. Price must be at or below maximum agreed pricing.  
   c. End users must consolidate requirements and follow the procedures in 2 below, when practical.  
   d. End-users cannot select a vendor outside of the contract unless  
      i. The Department obtains a waiver from Purchasing (will not be considered solely on the basis of price)  
      ii. If the required items are not covered under the contract (e.g. embroidery items, uniforms, promotional jackets, etc.)
2. Orders Above $5,000: Screen Printing
   a. End-users can select a minimum of ANY two vendors under the contract to obtain bids. Lowest priced responsive, responsible bid receives award.
   b. End-users must provide identical details of needs to both vendors via email
   c. End-users should not solicit vendors outside of the contract unless
      i. The Department obtains a waiver
      ii. If the items required are not covered under the contract (e.g. embroidery items, uniforms, promotional jackets, etc.)
      iii. Requirements that fall under ii above are subject to standard competitive requirements. See snapshot https://fiscal.gmu.edu/wp-content/uploads/2013/04/PurchasingSnapshot.pdf for full details.