



Purchasing Department
4400 University Drive, Mailstop 3C5
Fairfax, Va. 22030
Voice: 703.993.2580 | Fax: 703.993.2589
<http://fiscal.gmu.edu/purchasing/>

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
Daniel Wallingsford
dan.cci@verizon.net
2. Reston Shirt and Graphic Co.
341 Victory Drive
Herndon, VA 20170
(703)318-4802
James Joppich
james@restonshirt.com
3. Simar Enterprises, Inc.
405 Center Street
Lexington, VA 24450
(540)463-6721
Brandon Entsminger
info@simarva.com
4. 4imprint, Inc.
101 Commerce Street
Oshkosh, WI 54901
(866)624-3694
John Lord
jlord@4imprint.com
5. Fresh Printz, LLC
19248 Walnut Hills Road
Jeffersonton, VA 22724
(540)937-3017
Nick Schrank
au@athleticunion.com
6. TK Promotions, Inc.
9609 Gayton Road
Richmond, VA 23238
(804)740-8800
Sam Valentine
sam@tkpromotionsinc.com
7. Club Colors
420 East State Parkway
Schaumburg, IL 60173
(800)249-2582, ext 244
Alice P.
alice@clubcolors.com
8. Sundog Productions
3850 Jermantown Rd.
Fairfax, VA 22030
(703)978-0041
John Sague
j.sague@sunpup.com
9. King Screen
1627 Shenandoah Ave.
Roanoke, VA 24017
Scott Garnett
(540)904-5864
info@kingsscreen.com

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.