

James Madison University - Promotional Items and Imprinting Services
Mandatory - Multiple-Award - Term Contracts

Contracts valid October 15, 2019 through October 14, 2020 with five (4) one-year renewal options

The below contracts are Mandatory. Departments may choose from any of the vendors below and may compare prices from several vendors on contract. Any purchase for promotional items outside of these contracts requires advance approval from Procurement Services. Non-compliance with these mandatory contracts will be tracked.

Promotional Items:

Items purchased to market the University that may contain a logo or branding that identifies it as "JMU". Typically provided free of charge to recipients as an incentive.

Contracted Vendors:

Vendors who have been awarded a contract through a formal procurement process. These firms have been thoroughly evaluated and found to be viable, reputable promotional vendors that can provide quality goods and services and the best value for the University.

Full text contracts can be reviewed through the [JMU Contract Gateway](#).

Ordering Logistics:

Departments need to obtain a quote from a contracted vendor. Quote should minimally contain list price and the expected discount. Orders shall be placed in eVA referencing the contract number in the contract field and with a quote attached. See vendor details to identify if vendor accepts electronic orders. The SPCC should be used for all purchases.

Orders Over \$10,000:

When purchasing from a contracted vendor, departments may exceed their typical \$10K departmental delegation with prior approval from Procurement. Pricing will be verified by Procurement at the time the requisition is processed in eVA with the quote attached. Once approved by Procurement, departments may ask AP to raise their spending limit on the SPCC by providing a purchase order number.

Notes:

Per [JMU's Financial Procedure Policy 4205.324](#), Departments cannot place orders for promotional items that exceed \$10 per item, excluding set-up charges or shipping costs. All companies are IMG licensed and are approved to reproduce authentic JMU logos and marks for resale. See the [JMU Identity Guide](#) for information about logos.

Vendor Issues:

The JMU Promotional Contracts, outline the requirements of these vendors to offer first class service to the University. If there are customer service concerns that cannot be resolved between the University department and the vendor, please contact Dana Simmers, simmerdm@jmu.edu or (540) 568-5113.

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Awarded Vendors (alphabetical):

1. 4Imprint, Inc.
2. Athletic Union LLC (formerly known as Fresh Printz)
3. Authentic Promotions.com
4. Bright Ideas, LLC
5. Commonwealth Promotional
6. Daniels Promotional Products
7. Eleven West, Inc.
8. I.D. Marketing, Inc. ta ID America
9. LDA Creations, Inc.
10. McClung Companies
11. Promo Factory
12. Promotional Considerations
13. Real Access
14. Sans Screenprint
15. Scoville Specialties
16. Smooth Athletics
17. SOS Advertising
18. TK Promotions, Inc.
19. WKG Global Enterprises, Inc. dba A Logo For You

See pages below for a summary of each vendor's contract

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4 Imprint, Inc. - UCPJMU5253

Website: 4imprint.com

Physical Location: 101 Commerce Street, Oshkosh, WI 54901

JMU's Contact: John Lord – (866) 624-3699 – jlord@4imprint.com

eVA ID: E4106

SWaM certification: N/A

Overview of Pricing

Discount: 10% discount off published list price including sale pricing

Freight: Exact freight cost for shipment – no upcharge

Samples: 10% off imprinted samples. No additional cost for blank and random print samples, samples to be returned to Contractor at Agency's expense

Electronic Proofs: No additional charge

Setup Fees: 10% discount and waived on repeat order of the same item with the same artwork

Returns: Waived restocking and shipping charges for returns and exchanges and waived associated costs for the replacement of defective, broken, or damaged items

Embroidery and Screen Printing Services: Yes, see contract documents for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Athletic Union LLC. (*formerly- Fresh Printz*) - UCPJMU5271

Website: athleticunion.com

Physical Location: 19248 Walnut Hills Road, Jeffersonton, VA 22724

JMU's Contact: Nick Schrank – (310) 909-9264 – nick@athleticunion.com

eVA ID: VS0000110739

SWaM Certification: Small, Micro, Woman-owned

Overview of Pricing

Discount: See contract for details

Freight: Waived delivery costs on all standard, rush, and manufacturer orders

Samples: No additional charge if requested prior to production

Electronic proofs: No additional charge

Setup fees: No additional cost

Returns: Waived restocking and shipping fees of returns/exchanges

Embroidery and Screen Printing Services: Yes, See contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

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Authentic Promotions.com - UCPJMU5255

Website: Authenticpromotions.com

Physical Location: 6151 Fair Oaks Blvd. Suite 103, Carmichael, CA 95608

JMU's Contact: Maril Cardwell – (800) 497-7765 ext 278 – maril@authenticpromotions.com

eVA ID: E33524

SWaM certification: N/A

Overview of Pricing:

Discount: 25% discount off column price for one color and one location imprint. Additional discounts may apply for quantities over the end column pricing.

Freight: Waived delivery costs on all standard, rush, and manufacturer orders

Samples: No additional cost, samples to be returned to Contractor at the Agency's expense

Electronic Proofs: No additional charge

Setup Fees: No additional cost

Returns: Waived restocking and shipping fees of returns/exchanges

Embroidery and Screen Printing Services: Yes, see contract document for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Bright Ideas, LLC - UCPJMU5256

Website: gobrightideas.com

Physical Location: 95 Zion Court, Troy, VA 22974

JMU's Contact: Janet Baellow – (434) 589-1441 – janet@gobrightideas.com

eVA ID: E37553

SWaM Certification: Small, Woman-Owned

Overview of pricing:

Discount: 12% minimum discount of supplier catalog or website pricing

Freight: Exact freight cost for shipment – no upcharge, on all standard and manufacturer orders

Samples: No additional cost, samples to be returned to Contractor at the Agency's expense

Electronic Proofs: No additional charge

Setup Fees: Waived for single orders over \$2,500

Returns: Waived restocking and shipping fees of returns/exchanges on blank and custom printed items

Embroidery and Screen Printing Services: Yes, see contract for detailed pricing

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

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Commonwealth Promotional - UCPJMU5257

Website: commonwealthpromotional.com

Physical Location: 36 Lucas Road, Fishersville, VA 22939

JMU's Contact: Kevin Gorby – (540) 887-2660 – kgorby@commonwealthpromotional.com

eVA ID: E7925

SWaM certification: Small, Micro

Overview of Pricing:

Discount: 15-25% discount off published list prices and quantity discounts

Freight: Waived delivery costs on all standard, rush, and manufacturer orders

Samples: No additional cost on most products. Charges may apply if samples are damaged, not returned within 30 days, or item being requested is valued at a price higher than \$50. Quantity limit is dependent on supplier.

Electronic Proofs: No additional charge

Setup Fees: No additional cost

Returns: Waived restocking and shipping fees for returns/exchanges. Charges may apply if manufacturer charges. Contractor shall pass on costs as applicable.

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: No

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Daniels Promotional Products - UCPJMU5258

Website: daneilsprom-ad.com

Physical Location: 2060 Pro Pointe Lane, Harrisonburg, VA 22801

JMU's Contact: Kevin Long – (540) 434-4240 ext. 117 – klong@pro-ad.com

eVA ID: E46468

SWaM certification: Small, Micro

Overview of Pricing:

Discount: 10%-20% discount off published price

Freight: Contractor shall provide free delivery for all items decorated at the Harrisonburg facility within a 30-mile radius. Exact freight cost for shipment – no upcharge as applicable.

Samples: Prior to Production and if requested, Contractor shall provide final product sample(s) (*with logo*). Possible fees may apply with certain vendors. Contractor shall pass on charges as applicable.

Electronic Proofs: No additional charge for first proof. Exact costs passed along as applicable for additional electronic proofs.

Set up Fees: 10% discount

Returns: Waived restocking and shipping fees for products that are damaged and/or printed incorrectly

Embroidery and Screen Printing Services: Yes, see contract for details

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Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Eleven West, Inc. - UCPJMU5259

Website: elevenwest.com

Physical Location: 6598 New River Road, Radford, VA 24141

JMU's Contact: Dana Giesen – (540) 639-9319 – dana@elevenwest.com

eVA ID: E5760

SWaM Certification: Small, Micro

Overview of Pricing

Discount: 12% discount off published price

Freight: Exact freight cost for shipments – no upcharge on all standard and manufacturer orders.

Samples: No additional cost on most products. Charges may apply if the valued price on the sample is over \$50.

Electronic Proofs: No additional fees

Setup Fees: Waived for all single orders over \$1,000. All of other setup fee charged at exact cost to Eleven West.

Returns: Waived restocking and shipping fees or returns/exchanges on blank items

Embroidery and Screen Printing Services: Yes, See contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

I.D. Marketing, Inc. t/a ID America - UCPJMU5260

Website: idamerica.com

Physical Location: 941 Corporate Lane, Chesapeake, VA 23320

JMU's Contact: Tim Johnson – (804) 833-8454 – tim@idamerica.com

eVA ID: E42055

SWaM Certification: Small

Overview of Pricing

Discount: Greatest quantity column (*End Quantity Pricing*) plus an additional 5% discount off all products, with the exception of the five product categories listed:

- Lapel Pins: 5% discount off Published List Price
- Magnets: 5% discount off Published List Price
- Pennants: 5% discount off Published List Price
- Stickers: 5% discount off Published List Price

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- Table Covers: 5% discount off Published List Price

Freight: Exact freight cost for shipment – no upcharge

Samples: No additional cost, samples to be returned to contractor at the agency's expense

Electronic Proofs: No additional charge

Setup Fees: 10% discount off setup fees.

Returns: Waived restocking and shipping fees for products that are damaged and/or printed incorrectly

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

LDA Creations, Inc - UCPJMU5261

Website: ldacreate.com

Physical Location: 2328 Silver Lake Road, Dayton, VA 22821

JMU'S Contact: Candace Farthing – (540) 879-2800 – candace@ldacreate.com

eVA ID: VS0000082380

SWaM Certification: Small, Micro

Overview of Pricing:

Discount: 15% discount off published list price

Freight: Waived delivery cost on all standard, rush, and manufacturer orders

Samples: Prior to production, and if requested, Contractor shall provide final product sample(s) (*with logo*). There will be no additional charge if manufacturer has the ability to provide. Contractor shall pass on costs as applicable.

Electronic Proofs: No additional charge

Setup Fees: No additional cost

Returns: Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

Embroidery and Screen Printing Services: No

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

McClung Companies - UCPJMU5262

Website: mcclungco.com

Physical Location: 550 N. Commerce Avenue, Waynesboro, VA 22980

JMU's Contact: Andrea Coffman- (540)941-7702 - andrea@mcclungco.com

eVA ID: E1290

SWaM Certification: Small

Overview of Pricing:

Discount: 22% or greater discount off published list price

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Freight: Waived delivery costs on all standard, rush, and manufacturer orders

Samples: No additional cost, samples to be returned to contractor at the agency's expense

Electronic Proofs: No additional charge

Setup fees: No additional cost

Returns: Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Promo Factory - UCPJMU5263

Website: yourpromoneeds.com

Physical Location: 6440 Thomas Jefferson Parkway, Suite C, Palmyra, VA 22963

JMU's Contact: Spencer Mahanes - (434) 825-4965 – spencer@yourpromoneeds.com

eVA ID: VS0000091634

SWaM Certification: Small, Micro, Woman-owned

Overview of Pricing:

Discount: 10%-22% discount off published price

Freight: Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

Samples: Prior to production, and if requested, Contractor shall provide final product sample(s) (*with logo*)

Electronic Proofs: No additional charge

Setup Fees: Based by manufacturer (*shall pass on exact cost*)

Returns: Contractor shall waive restocking and shipping fees for products that are damaged and/or printed incorrectly

Embroidery and Screen Printing: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Promotional Considerations - UCPJMU5264

Website: promoconsiderations.com

Physical Location: 3705 Saunders Avenue, Richmond, VA 23227

JMU's Contact: Bobby Baughn – (800) 229-4677 ext 313 - bbaughn@promoconsiderations.com

eVA ID: VS0000243953

SWaM Certification: Small, Micro, Woman-owned

Overview of Pricing:

Discount: 16% discount off list price for initial 2 price columns, 21% discount of 3rd column and beyond for 1 color, 1 location print

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Freight: Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

Samples: No additional cost on items listed \$25 or under for 1st column list price. Agency will be billed for items listed above \$25 and will be reimbursed if returned within 90 days.

Electronic Proofs: No additional cost

Setup Fees: 20% discount for non-apparel orders under \$800. 20% discount for orders greater than \$800 plus 1 single color imprint waived.

Returns: Contractor shall waive all restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Real Access

Contract Number: UCPJMU5265

Website: realaccesspromo.com

Physical Location: 12956 Old Plains Road, Fairfax, VA 22033

JMU's Contact: Arthur Bonair – (703) 620-5390 – abonair@realaccesspromo.com

eVA ID: VC0000137160

SWaM Certification: Small, Minority-Owned

Overview of Pricing:

Discount: Next column pricing for all promotional items

Freight: Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

Samples: No additional charge when followed with order, 1 pre-production sample per order request, samples to be returned to Contractor at Agency's expense

Electronic Proofs: No additional cost

Setup Fees: No additional cost for listed BIC Graphic items

Returns: Waived restocking fees or returns/exchanges

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Sans Screenprint

Contract Number: UCPJMU5266

Website: sansscreenprint.com

Physical Location: 7014 Wellington Road, Manassas, VA 20109

JMU's Contact: Gary Edwards – (703) 368-6700 – sansinc.gary@gmail.com

eVA ID: E79311

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SWaM Certification: N/A

Overview of Pricing:

Discount: See contract for information

Freight: Waived delivery costs on all standard and rush orders

Samples: No additional cost, samples to be returned to Contractor at the Agency's expense

Electronic Proofs: No additional charge

Setup Fees: No additional cost

Returns: Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Scoville Specialties

Contract Number: UCPJMU5267

Website: ssipromos.com

Physical Location: 2250 Murrell Road, Lynchburg, VA 24501

JMU's Contact: Lynn Scoville – (434) 528-8828 - lynn@ssipromos.com

eVA ID: E2722

SWaM Certification: Small, Micro

Overview of Pricing:

Discount: 25% discount off published price list broken down by quantity

Freight: Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

Samples: No additional cost, samples to be returned to Contractor at Agency's expense

Electronic Proofs: No additional cost

Setup Fees: No additional charge for 1st setup and 1st location, 25% discount of catalog set-up fees for every set-up thereafter

Returns: Waived restocking and supply fees for product returns/exchanges

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

Smooth Athletics

Contract Number: UCPJMU5268

Website: smoothathletics.com

Physical Location: 1425 Jefferson Hwy, Fishersville, VA 22939-2241

JMU's Contact: Shannon Boyle – (540) 885-6760 – smoothathletics@aol.com

eVA ID: VS0000244939

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SWaM Certification: Small, Micro

Overview of Pricing:

Discount: See contract for information

Freight: Waived delivery costs on all standard, rush order and manufacturer orders

Samples: Prior to production and if requested, Contractor shall provide final product sample(s) (*with logo*) at no additional charge

Electronic Proofs: N/A

Setup Fees: No additional cost

Returns: Contractor shall waive all restocking and shipping fees for products that are damaged and/or printed incorrectly

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

SOS Advertising

Contract Number: UCPJMU5269

Website: sos-ads.com

Physical Location: 690 South Mason Street, Harrisonburg, VA 22801

JMU's Contact: Ryan Sacco – (540) 442-9226 - sosadsinfo@gmail.com

eVA ID: E67990

SWaM Certification: Small, Micro

Overview of Pricing:

Discount: Email for quote

Freight: Waived delivery costs on all standard, rush order and manufacturer orders

Samples: No additional cost, samples to be returned to Contractor at Agency's expense

Electronic Proofs: No additional cost

Setup Fees: No additional cost

Returns: Contractor shall waive all restocking and shipping fees for products of returns/exchanges

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: No

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

TK Promotions, Inc.

Contract Number: UCPJMU5270

Website: tkpromotionsinc.com

Physical Location: 4441 Cox Road, Glen Allen, VA 23060

JMU's Contact: Todd Mawyer – (804) 740-8800 - todd@tkpromotionsinc.com

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Contracts valid October 15, 2019 through October 14, 2020 with five (4) one-year renewal options

eVA ID: VS0000033940

SWaM Certification: Small, Micro

Overview of Pricing:

Discount: 12% discount off published list price

Freight: Exact freight cost for shipment – no upcharge on all standard and manufacturer orders and waive costs on rush orders

Samples: No additional cost, samples to be returned to Contractor at Agency's expense

Electronic Proofs: No additional cost

Setup Fees: No additional cost for orders over \$1,500

Returns: Waived all restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)

WKG Global Enterprises, Inc. dba A Logo For You

Contract Number: UCPJMU5254

Website: alogoforyou.com

Physical Location: 100 Stafford Court, Williamsburg, VA 23185

JMU's Contact: Regina Kenerley – (757) 220-9259 – alfy@kernergroup.com

eVA ID: VS0000198054

SWaM Certification: Small, Micro, Woman-owned

Overview of Pricing:

Discount: 10% discount off published list price

Freight: Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

Samples: No additional cost, samples to be returned to Contractor at Agency's expense. Prior to production and if requested, Contractor shall provide final product sample(s) at no additional charge.

Electronic Proofs: No additional cost

Setup Fees: May be waived after the details of order are determined

Returns: Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

Embroidery and Screen Printing Services: Yes, see contract for details

Accepts Electronic Purchase Orders: Yes

Accepts Small Purchase Credit Cards: Yes

Other: [See contract for additional information and detailed pricing](#)