

## Executive Order 35 Aid to Locate SWaM and Cooperative Contract Vendors

**\*\*The purpose of this list is to aid campus users comply with EO35 by locating cooperative contract & SWaM vendors that would like to do business with ODU in categories where an ODU contract is unavailable.**

**Additional purchasing guidance for frequently used categories & their processes is available on the Procurement Services Purchasing & Contracts page.**

CATEGORY	VENDOR NAME	CONTRACT/ SWaM INFO	ADDITIONAL INFORMATION	WEBSITE	CONTACT	Email
APPAREL	Athletic Union a/k/a Fresh Printz	VASCUPP contract; Micro SWaM; ODU licensed	Apparel	<a href="https://athleticunion.com/field-house">https://athleticunion.com/field-house</a>	Nick Schrank; Jeffersonton, VA 310-909-9264	<a href="mailto:Nick@Athleticunion.com">Nick@Athleticunion.com</a>
APPAREL	BSN Sports (VASCUPP contract; ODU licensed)	VASCUPP contract; ODU licensed	Under Armour apparel - Order forms, details & contact information on Contracts & Purchasing page.	<a href="https://odu.edu/facultystaff/university-business/purchasing/contracts#tab89=13">https://odu.edu/facultystaff/university-business/purchasing/contracts#tab89=13</a>		
AV/COMPUTER PERIPHERALS **Computers available on the Dell contract must be purchased from Dell.**	B&H Photo	E&I Cooperative Contract	You may find the B&H Photo E&I contract helpful. Some things are 44% less than list price. Here's the signup page to set up an account with B&H, so you can see the E&I contract prices. They have a lot of other AV & computer peripheral equipment, too.	<a href="https://www.bhphotovideo.com/find/shared/b2bHub/contract.jsp/org/EIV">https://www.bhphotovideo.com/find/shared/b2bHub/contract.jsp/org/EIV</a>	Dedicated E&I Virginia Sales Team: Ph: 212-239-7503 x.7745	<a href="mailto:virginia@bandh.com">virginia@bandh.com</a>
AV/COMPUTER PERIPHERALS **Computers available on the Dell contract must be purchased from Dell.**	Lee Hartman & Sons	VASCUPP contract; SWaM		<a href="http://leehartman.com/av-technology-vascupp-company.php">http://leehartman.com/av-technology-vascupp-company.php</a>	757-382-4800	<a href="mailto:shartman@leehartman.com">shartman@leehartman.com</a>
AV/COMPUTER PERIPHERALS **Computers available on the Dell contract must be purchased from Dell.**	CDWG	VITA State contract	You can create an acct with CDWG that will allow you to see contract pricing.	<a href="http://www.cdwg.com">www.cdwg.com</a>	Steve Spring, Sr Acct Mgr, HiEd Atlantic, Ph: 847-371-5543 sspring@cdw.com	<a href="mailto:sspring@cdw.com">sspring@cdw.com</a>
AV/COMPUTER PERIPHERALS **Computers available on the Dell contract must be purchased from Dell.**	GovSmart	GSA cooperative contract; SWaM	You can create an online account.	<a href="http://www.GovSmart.com">www.GovSmart.com</a>	Brent Lillard 434-326-0660 brent@govsmart.com; Ph: 434-326-5656	<a href="mailto:sales@govsmart.com">sales@govsmart.com</a>
AV/COMPUTER PERIPHERALS **Computers available on the Dell contract must be purchased from Dell.**	SHI International	State contract; E&I cooperative contract	SHI International also has state & higher ed contracts. You can create a sign in that could save you time down the road. There's an E&I contract with them CNR-01356. Select Public Sector from the Commercial dropdown at top right. There's a Higher Ed option on the next page. Once the sign in is established, you can see contract pricing on the website.	<a href="https://www.shi.com/">https://www.shi.com/</a>	John Grady 757-673-4368 John_Grady@shi.com	<a href="mailto:virginiahe@shi.com">virginiahe@shi.com</a>
AV/COMPUTER PERIPHERALS **Computers available on the Dell contract must be purchased from Dell.**	Computer Land of Woodbridge	SWaM		<a href="http://computerlandwoodbridge.com/Index.htm">http://computerlandwoodbridge.com/Index.htm</a>	804-360-1010	<a href="mailto:Sales@computerlandwoodbridge.com">Sales@computerlandwoodbridge.com</a>
AWARDS/TROPHIES	Virginia Art, Metal & Plastic Co.	SWaM (Small)	Trophies, awards, plaques, engraving, laser engraving, lapel pins, photo engraving		Alan Evans; 757-855-3173	<a href="mailto:sales@vaartmetal.com">sales@vaartmetal.com</a>
AWARDS/TROPHIES	G&W by Allogram	SWaM (Woman, Micro, Small)	Trophies, awards, plaques, art glass	<a href="https://www.allogram.com/">https://www.allogram.com/</a>	Amanda Gianotti; 757-461-7676	<a href="mailto:sales@gwawards.com">sales@gwawards.com</a>

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CATEGORY	VENDOR NAME	CONTRACT/ SWaM INFO	ADDITIONAL INFORMATION	WEBSITE	CONTACT	Email
BOOKS, E-BOOKS, PUBLICATIONS, NEWSPAPER & MAGAZINE SUBSCRIPTIONS	Complete Book and Media Supply	E&I Cooperative Contract	For items unavailable through University Bookstore. Register on website using ODU email address to see contract pricing. The system will recognize the odu.edu and pull it into the ODU site.	<a href="https://www.completebook.com/">https://www.completebook.com/</a>	Cameron Bird; 512-616-0400x.105; 800-986-1775	<a href="mailto:cam@completebook.com">cam@completebook.com</a>
CPR TRAINING	BREATHE 4 ME CPR	SWaM (Micro, Small, Minority)		<a href="https://breathe4mecpr.com">https://breathe4mecpr.com</a>	Chaya Stevenson; 540-538-9426	<a href="mailto:breathe4mecpr@aol.com">breathe4mecpr@aol.com</a>
DRY CLEANING	Janay's Cleaners (Chesapeake)	Micro SWaM			Earl Lee 757-842-6522	<a href="mailto:nsduke@aol.com">nsduke@aol.com</a>
DRY CLEANING	My Valet Dry Cleaners (Norfolk)	Micro SWaM			Carol Tucker 757-853-5769	<a href="mailto:carollt_1999@yahoo.com">carollt_1999@yahoo.com</a>
EVENT PLANNING SERVICES	LEO Events LLC	VASCUPP contract	Event planning services & conference coordination	<a href="https://leoevents.com">https://leoevents.com</a>	Mackenzie Zeitlin 615-881-5840	<a href="mailto:mzeitlin@leoevents.com">mzeitlin@leoevents.com</a>
EVENT PLANNING SERVICES	Team Events & Meetings LLC	VASCUPP Contract; Woman, Micro SWaM	Event planning services & conference coordination	<a href="https://meetings.team/">https://meetings.team/</a>	Jennifer Root 703-350-6177	<a href="mailto:jroot@meetings.team">jroot@meetings.team</a>
FLAGS/BANNERS	Festival Flags	SWaM (Micro)		<a href="https://festivalflags.com/shop/">https://festivalflags.com/shop/</a>	David Edwards; 804-643-5247	
FLAGS/BANNERS	FlagCentral Inc	SWaM (micro)			Debra Corey; 804-355-7801	
FLAGS/BANNERS	Gates Flag and Banner Company	SWaM - Woman		<a href="https://gatesflag.com/">https://gatesflag.com/</a>	Anna Ebersold; 434-333-0404	
FLAGS/BANNERS	Hightech Signs	SWaM (Micro)	Signage	<a href="https://htsva.com/">https://htsva.com/</a>	Sheila Williams; 434-974-7900	
FLAGS/BANNERS	The Flag Center LLC				Tom Downs; 804-233-5434	
FLORISTS/PLANT RENTAL	Foliage Design Systems of Hampton Roads	Micro SWaM	Plant rentals - Indoor plants, outdoor fountains, decorative lawn & garden items, nursery/greenhouse supplies, tropicals	<a href="https://www.foliagedesignhamptonroads.com/">https://www.foliagedesignhamptonroads.com/</a>		
FLORISTS/PLANT RENTAL	Jeff's Flowers of Course - a From You Flowers florist	Micro SWaM	Decorations (Christmas/Party), floral arrangements, fresh flowers	<a href="http://www.jeffsflowers.com">www.jeffsflowers.com</a>	Page Kremp; Newport News, VA 757-930-8515	<a href="mailto:page@jeffsflowers.hrcoxmail.com">page@jeffsflowers.hrcoxmail.com</a>
FLORISTS/PLANT RENTAL	The Plant Lady	Micro SWaM	Indoor plants		Luann Burritt	<a href="mailto:theplantlady77@gmail.com">theplantlady77@gmail.com</a>
FLORISTS/PLANT RENTAL	Buckingham Greenery	VASCUPP contract; SWaM (M)	Special event floral/ Plant décor (centerpieces, standing arrangements, etc)	<a href="http://www.buckinghamgreenery.com">www.buckinghamgreenery.com</a>	Beth Gay; Richmond, VA; 800-322-4711 (Satellite office in Norfolk & Charlottesville)	<a href="mailto:greenery@buckinghamgreenery.com">greenery@buckinghamgreenery.com</a>
FLORISTS/PLANT RENTAL	The New Leaf (4EVR Blooms)	SWaM (W, Micro)	Fresh flowers, floral arrangements	<a href="http://www.newleafghent.com/">http://www.newleafghent.com/</a>	Constandina "Dina" Reynolds (owner) Rebecca Chiappone (manager); 757-627-6028	<a href="mailto:design@newleafghent.com">design@newleafghent.com</a>
FURNITURE	RGH/Staples					
FURNITURE	Alpha Corporate Designs	Micro SWaM	Office, cafeteria, dormitory, library, classroom, work stations	<a href="http://www.alphacorporatedesigns.com">www.alphacorporatedesigns.com</a>	Elaine or Richard Joyce; 757-495-6160	<a href="mailto:rjoyce@alphacorpdesign.com">rjoyce@alphacorpdesign.com</a>
FURNITURE	Snap Supplies	VB cooperative contract; Micro SWaM	Office furniture/workstations. **Only for non-office supply items or items Staples rep unable to obtain.**	<a href="http://www.snapsupplies.com">www.snapsupplies.com</a>	Andy Todd 804-794-9387	<a href="mailto:andy@snapsupplies.com">andy@snapsupplies.com</a>

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CATEGORY	VENDOR NAME	CONTRACT/ SWaM INFO	ADDITIONAL INFORMATION	WEBSITE	CONTACT	Email
FURNITURE	Virginia Correctional Enterprises (VCE)	Mandatory State Vendor	VCE has first right of refusal to provide furniture products to the university. If VCE does not manufacture the goods required and grants an exemption, the purchase may be made from a commercial source. You may use your departmental PCard for orders up to \$4999.00. Any purchases over this require a VCE Release Request. (Add'l info available on the Procurement Services Contracts page.)	<a href="https://www.govce.net/">https://www.govce.net/</a>		
FURNITURE	Ask-Ark LLC	SWaM, Disabled Veteran Owned		<a href="http://www.ask-ark.com">www.ask-ark.com</a>	Alphonso Nettles & Leonard Johnson Ph: 571-635-0314	<a href="mailto:AlNettles@ask-ark.com">AlNettles@ask-ark.com</a> <a href="mailto:LeonardJohnson@ask-ark.com">LeonardJohnson@ask-ark.com</a>
FURNITURE	Creative Office Environments of Richmond	SWaM		<a href="https://www.creative-va.com">https://www.creative-va.com</a>	Betty Moyer Ph:804-329-0400	<a href="mailto:bmoyer@creative-va.com">bmoyer@creative-va.com</a>
FURNITURE	The Supply Room Company (TSRC)	VASCUPP contract; SWaM	Furniture & other office items not available from RGH/Staples. Sales rep is out of Richmond & can coordinate with the VB office. (**If paying with pcard, please coordinate with PCard Administrators for a temporary adjustment prior to paying.)	<a href="http://www.thesupplyroom.com">www.thesupplyroom.com</a>	Dutch Jones Ph: 804-412-2748 Cell: 864-903-5236	<a href="mailto:djones@thesupplyroom.com">djones@thesupplyroom.com</a>
HONOR CORDS	Promo Factory	VASCUPP contract; SWaM (Small, Micro, Woman)	Honor cords, promo items	<a href="https://www.yourpromoneeds.com/">https://www.yourpromoneeds.com/</a>	Chuck Crenshaw (434) 974-9740 or cell (434) 996-1502	<a href="mailto:chuck@yourpromoneeds.com">chuck@yourpromoneeds.com</a>
INDUSTRIAL/HOME IMPROVEMENT	Grainger/RE Replacement Parts	E&I Cooperative Contract; SWaM	Safety vests, gloves, utility knives, and other miscellaneous equipment. Set up account with ODU contract pricing using form on the Procurement Services webpage under Contracts & Purchasing. <a href="https://odu.edu/facultystaff/university-business/purchasing/contracts">https://odu.edu/facultystaff/university-business/purchasing/contracts</a>	<a href="https://buy.repartsinc.com/">https://buy.repartsinc.com/</a>	877-737-2781	
INDUSTRIAL/HOME IMPROVEMENT	Lowe's	OMNIA cooperative contract	When in-store or calling the main store line, ask for the Pro Services desk. Store at N. Military Hwy near Janaf is recommended, as they are familiar with this contract. OMNIA Contract #R192006. Contact Edsel Laririt <a href="mailto:elaririt@odu.edu">elaririt@odu.edu</a> to be added as a user on the contract.		Phil Lott Direct (Norfolk Lowes contact) Office Ph: 757-448-1121; Store Ph: 757-455-5205 - Tom Spinner (Lowe's Pro Sales Manager rep for OMNIA contract) Ph: 757-848-8350	<a href="mailto:Phil.S.Lott@store.lowes.com">Phil.S.Lott@store.lowes.com</a>
INDUSTRIAL/HOME IMPROVEMENT	Home Depot	OMNIA cooperative contract	When in-store or calling the main store line, ask for the Pro Services desk. Store at N. Military Hwy near Janaf is recommended, as they are familiar with this contract. OMNIA Contract #16154		Kerin Wimbrough, Pro Acct Rep; Cell 757-882-1251	<a href="mailto:Kerin_M_Wimbrough@homedepot.com">Kerin_M_Wimbrough@homedepot.com</a>
INDUSTRIAL/HOME IMPROVEMENT	Commonwealth Supply (SWaM)		Refrigerators, microwaves, vacuum cleaners, shop vacs; janitorial supplies; first aid & safety equipment; hand tools; storage equipment		Thomas Lankford; Virginia Beach, VA 757-338-1399	<a href="mailto:cscsalesteam@gmail.com">cscsalesteam@gmail.com</a>
LIGHT BULB SUPPLIES	B3 Enterprises LLC	VASCUPP contract; small SWaM			Burnett Peters; 703-963-5476	<a href="mailto:Burnie@b3enterprisesllc.com">Burnie@b3enterprisesllc.com</a>

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LIGHT BULB SUPPLIES	Reynolds Lighting Supply Co	VASCUPP contract; small SWaM			Gene Reynolds; 804-897-2300	<a href="mailto:gene@reynoldslighting.com">gene@reynoldslighting.com</a>
OFFICE/PRESENTATION SUPPLIES	Hampton Stationery	SWaM	Office supplies, presentation supplies, fine writing supplies **for items not available through RGH/Staples; requires an MCC adjustment**	<a href="https://www.hamptonstationery.com/">https://www.hamptonstationery.com/</a>	757-722-7712	<a href="mailto:sales@hamptonstationery.com">sales@hamptonstationery.com</a>
OUTDOOR SITE FURNISHINGS & ACCESSORIES	Greener Concepts	VASCUPP contract #UCPJM5107; SWaM (Micro, Woman, Small)		<a href="https://www.shopgreenerconcepts.com/">https://www.shopgreenerconcepts.com/</a>	Jay Daughtry; 703-430-6411	<a href="mailto:jay@shopgreenerconcepts.com">jay@shopgreenerconcepts.com</a>
PROMOTIONAL ITEMS *Quote required from RGH/Staples. Other quotes are optional.	RGH/Staples	VASCUPP contract; SWaM (Minority, Small); ODU licensed	Promotional items & imprinting services. (If RGH/Staples quote is acceptable, no additional quotes are required.)	<a href="https://odu.corpmerchandise.com/">https://odu.corpmerchandise.com/</a>	Zach Shock; 717-471-9748	<a href="mailto:zachary.shock@staples.com">zachary.shock@staples.com</a>
PROMOTIONAL ITEMS *Quote required from RGH/Staples. Other quotes are optional.	ID America	VASCUPP contract; SWaM; ODU licensed	Promotional items & imprinting services		Kenneth Carlson ; Chesapeake, VA 757-609-3162	<a href="mailto:Ken@ldamerica.com">Ken@ldamerica.com</a>
PROMOTIONAL ITEMS *Quote required from RGH/Staples. Other quotes are optional.	TK Promotions	VASCUPP contract; Micro SWaM; ODU licensed	Promotional items & imprinting services	<a href="http://www.tkpromotionsinc.com">www.tkpromotionsinc.com</a>	Todd Mawyer; Glen Allen, VA 804-740-8800	<a href="mailto:Todd@Tkpromotionsinc.com">Todd@Tkpromotionsinc.com</a>
PROMOTIONAL ITEMS *Quote required from RGH/Staples. Other quotes are optional.	Scoville	VASCUPP contract; SWaM; ODU licensed	Promotional items & imprinting services	<a href="http://www.ssiipromos.com">www.ssiipromos.com</a>	Lynn Scoville; Lynchburg, VA 434-528-8828	<a href="mailto:Csr@Ssiipromos.com">Csr@Ssiipromos.com</a>
PROMOTIONAL ITEMS *Quote required from RGH/Staples. Other quotes are optional.	A Logo for You	VASCUPP contract; SWaM; ODU licensed	Promotional items & imprinting services	<a href="http://www.alogoforyou.com">www.alogoforyou.com</a>	Regina Kenerley; Williamsburg, VA 757-220-9259	<a href="mailto:Alfy@Kernergroup.com">Alfy@Kernergroup.com</a>
PROMOTIONAL ITEMS *Quote required from RGH/Staples. Other quotes are optional.	Bright Ideas	VASCUPP contract; SWaM; ODU licensed	Promotional items & imprinting services	<a href="http://www.gobrightideas.com">www.gobrightideas.com</a>	Janet Baellow; Troy, VA 434-260-5246	<a href="mailto:Janet@Gobrightideas.com">Janet@Gobrightideas.com</a>
PROMOTIONAL ITEMS *Quote required from RGH/Staples. Other quotes are optional.	Promo Factory	VASCUPP contract; SWaM (Small, Micro, Woman)	Honor cords, promo items	<a href="https://www.yourpromoneeds.com/">https://www.yourpromoneeds.com/</a>	Chuck Crenshaw (434) 974-9740 or cell (434) 996-1502	<a href="mailto:chuck@yourpromoneeds.com">chuck@yourpromoneeds.com</a>
SIGNAGE	Acorn Sign Graphics	SWaM (Woman, Small)	Architectural signage & graphics	<a href="http://acornsigns.com">acornsigns.com</a>	804-726-6999	
SIGNAGE	Gropen	VASCUPP contract; SWaM (Small)		<a href="http://www.gropen.com">www.gropen.com</a>	Mike Andres; 434-295-1924	<a href="mailto:mandres@gropen.com">mandres@gropen.com</a>
SIGNAGE	Safehouse Signs	SWaM (Small)	General signage, regulatory signs, parking/traffic/wayfinding, banners, floor decals, wall & window graphics, magnets, yard signs, glow in the dark signs/labels, displays (trade show, informational), flags, vehicle graphics, and more	<a href="http://safehousesigns.com">safehousesigns.com</a>	Adam Jackson; 800-477-7233 or cell 540-521-1117	<a href="mailto:adam@safehousesigns.com">adam@safehousesigns.com</a>

