

VIRGINIA MILITARY INSTITUTE  
Lexington, Virginia 24450

Procurement Services  
Phone 540-464-7323  
Fax 540-464-7669

CONTRACT RENEWAL NOTICE

DATE: 4 February 2026  
CONTRACT TITLE: Cadet Uniform Accessories and Incidentals  
CONTRACT NUMBER: V211-24-047


RENEWAL PERIOD: 3/18/2026 - 3/17/2027 REMAINING RENEWALS: 2

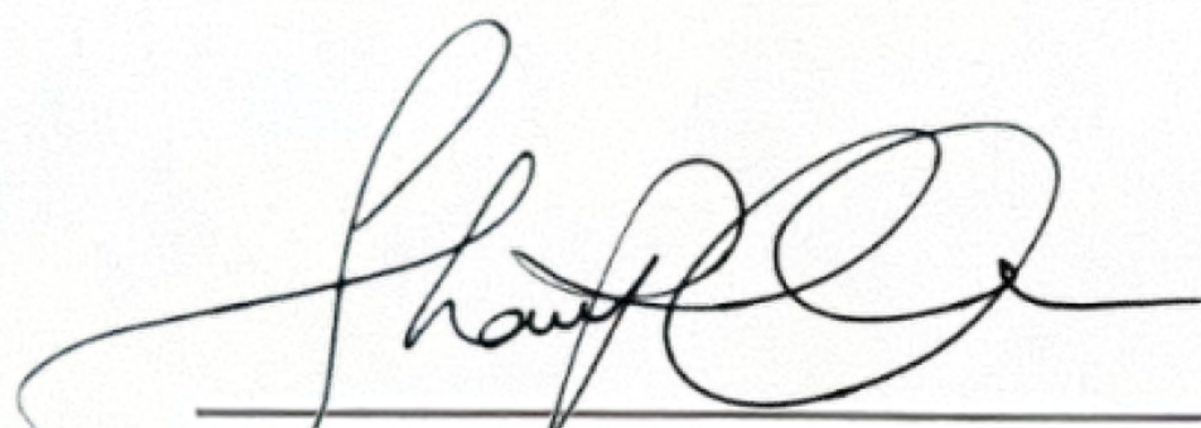
ISSUED BY: Virginia Military Institute  
Procurement Services  
314 Smith Hall  
Lexington, VA 24450  
BUYER: Shana O'Quinn  
PHONE: 540-464-7372  
FAX: 540-464-7669  
EMAIL: oquinnsp@vmi.edu

CONTRACTOR: Best Promotional Products and App:  
17444 Center Dr. Suite 5A  
Ruther Glen, VA 22546  
CONTACT: Michelle L Williams  
PHONE: 804-347-7142  
FAX: 804-589-1909  
EMAIL: michelle@bestpromoandapparel.com

FEI #: 47-3751383

In accordance with the original contract, all terms, conditions, pricing and specifications remain intact. Any agreed upon Changes and/or Modifications are attached if applicable and hereby incorporated herein.

CONTRACTOR:  
Signature:   
Printed Name: Michelle L Williams  
Date: 2-16-2026

BUYER:  
Signature:   
Printed Name: Shana O'Quinn  
Date: 2/17/2026

CONTRACT ADMINISTRATOR:  
Signature: Blaine Noel  
Printed Name: Blaine Noel  
Date: 17 FEB 2026

Best Promotional Products and Apparel, LLC  
17444 Center Dr Suite 5A  
Ruther Glen, VA 22546  
804-589-1909 office  
[www.bestpromoandapparel.com](http://www.bestpromoandapparel.com)

2026 VMI

Port Authority Fleece Beanie C918 (watch caps):

50 pcs @ \$5.90 each  
250 pcs @ \$5.50 each  
1000 pcs @ \$5.20 each

White gloves with gripping palm (no snaps):

100 pair @ \$2.29 S-XL, \$5.30 XS & (2XL)  
500 pair @ \$2.15 S-XL, \$5.00 XS & (2XL)

Suspenders:

100 pieces @ \$7.60  
500 pieces @ \$6.90

> 2/16 waiting to hear back from supplier  
will let you know if this works asap.  
Mehl

N3013 graphite tees:

144 @ \$8.00  
288 @ \$7.75  
500 @ \$7.60  
1000 @ \$7.10  
2500 @ \$6.80

N3029 graphite tees:

144 @ \$10.00  
288 @ \$9.70  
500 @ \$9.55  
1000 @ \$8.90  
2500 @ \$8.65