

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

DATE:	21 May 2021
CONTRACT TITLE:	Cadet Dress Caps, Shakos, and Shako Pon Pon
CONTRACT NUMBER:	V211-19-104

FEI #: 23-2897156

CONTRACT ADMINISTRATOR:  
Signature: Michael P Friski SN  
Printed Name: LTC Mike Friski  
Date: 15 JUN 21

540-464-7669

**VIRGINIA MILITARY INSTITUTE**  
Lexington, Virginia 24450

Procurement Services  
Phone 540-464-7121  
Fax 540-464-7669

**CONTRACT RENEWAL/EXTENSION NOTICE**

DATE: May 27 2020  
CONTRACT TITLE: Cadet Dress Caps & Shakes  
CONTRACT NUMBER: VZ11-109-104

RENEWAL PERIOD: 5/14/2020 - 5/13/ 2021 REMAINING RENEWALS: 3

ISSUED BY: Virginia Military Institute  
Procurement Services  
314 Smith Hall  
Lexington, VA 24450  
BUYER: MAJ Lynn W. Carmack  
PHONE: 540-464-7223  
FAX: 540-464-7669  
EMAIL: carmacklw@vmi.edu

CONTRACTOR: Keystone Uniform Cap  
2251 Fraley St.  
Philadelphia, PA 19137  
CONTACT: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
FAX: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

FEI #: 23-2897156

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: Keystone Uniform Cap  
Signature: Neal Suster  
Printed Name: Neal Suster  
Date: 5/28/2020

BUYER: Lynn Carmack  
Signature: Lynn Carmack  
Printed Name: MAJ Lynn W. Carmack  
Date: 05/27/2020

CONTRACT ADMINISTRATOR: Michael P Frisk  
Signature: Michael P Frisk  
Printed Name: LTC Mike Frisk  
Date: 03 JUN 20

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Lexington, Virginia 24450

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**COMMONWEALTH OF VIRGINIA  
STANDARD CONTRACT**

Contract Number: **V211-19-104**

This contract entered into this **14th** day of **May 2019** between **Keystone Uniform Cap, EIN #23-2897156**, hereinafter known as the "Contractor" and the Commonwealth of Virginia, **Virginia Military Institute**, hereinafter known as "VMI" henceforth.

**WITNESSETH** that the Contractor and VMI, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

**SCOPE OF CONTRACT:** The Contractor shall provide **VMI Cadet Dress Caps** per their response to RFP #V211-19-104.

**PERIOD OF PERFORMANCE:** 14 May, 2019 – 13 May, 2020 with an option to renew for four (4) additional one year periods.

**CONTRACT DOCUMENTS:** The contract documents shall consist of:

- (1) This signed contract;
- (2) The original solicitation dated 10 March 2019;
- (3) The Contractor's Proposal in response to this solicitation dated 22 March 2019, including Attachment E Pricing Schedule; and
- (4) The Commonwealth of Virginia General Terms and Conditions.

**IN WITNESS WHEREOF**, the parties have caused this Contract to be duly executed intending to be bound thereby.

**CONTRACTOR:**

By: Neal Suter  
For: Keystone Uniform CAP  
Title: Partner  
Date: 5/15/19

**VMI:**

By: Lynn Carmack  
MAJ Lynn W. Carmack  
For: Virginia Military Institute  
Title: Assistant Director, Procurement Services  
Date: 14 May 2019