

**Purchase Request #4**  
**Regular Board Meeting February 2, 2026**  
**Consideration of Approval to Contract for Promotional Items**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve contracts with a pool of five vendors for promotional items, screen printed apparel, embroidered apparel/items, awards, and trophies for various departments.

If the administration and any of the recommended vendors are unable to agree to an executable contract, the administration requests delegation to discontinue negotiations and proceed to negotiate with the next highest-ranking vendor(s) until a satisfactory pool of contracts is reached or all proposals are rejected. This action will authorize the Chancellor or her designee to approve a contract preventing extended delays with the award of this project.

**BACKGROUND**

Request for proposals (RFP) #26-03 was issued on September 4, 2025, to procure promotional items, screen-printed apparel, embroidered apparel/items, awards, and trophies, in compliance with the competitive procurement requirements of Texas Education Code §44.031(a). Twenty-three responses were received and evaluated by a team comprised of representatives from marketing, safety, and academic departments. The evaluation team determined that proposals submitted by KLAS Products LLC, You Name It Specialties, Club Colors Buyer LLC, Big Hit Creative Group, and Brand IQ provide the best value to the College.

You Name It Specialties, Club Colors Buyer, LLC, and Brand IQ currently provide the College with promotional item services under the previous RFP #21-08. These vendors have exhibited satisfactory and proven records of service and consistently provide high-quality products. It is recommended that the College award multiple contracts and broaden available options to include KLAS Products LLC and Big Hit Creative Group. The College often has simultaneous promotional, t-shirt, and apparel projects in progress. Having access to more than one firm allows the College to receive efficient services and economical pricing.

**IMPACT OF THIS ACTION**

The College orders promotional items and apparel to promote the College name in the community, at recruiting events, and for general marketing purposes. Printed apparel with the College name embroidered is used for uniform wear in various departments. Overall, promotional items and apparel are a necessity to continue building College awareness in the community.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual expenditure is \$300,000 and will be funded from various department's 2025-2026 operating budgets and subsequent year budgets.

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**MONITORING AND REPORTING TIMELINE**

The initial one-year award term will commence upon execution of the contract(s), approximately February 9, 2026, through February 8, 2027, with four one-year renewal options.

**ATTACHMENTS**

Attachment 1 – Tabulation

**RESOURCE PERSONNEL**

Janet Cowey	281-991-2603	janet.cowey@sjcd.edu
Kimberly Adams	281-991-2614	kimberly.adams@sjcd.edu

**RFP #26-03**  
**Promotional Items**  
**Attachment 1 – Tabulation**

**FINAL SCORES**

#	Vendors	Section 1: Firm Experience	Section 2: Scope Understanding	Section 3: References	Section 4: Exceptions to T&Cs	Section 5: Price Proposal	Total Points
	<i>Total Points</i>	<i>20</i>	<i>25</i>	<i>10</i>	<i>5</i>	<i>40</i>	<i>100</i>
1	KLAS Products LLC	17.25	23.13	9.50	3.25	40.00	<b>93.13</b>
2	You Name it Specialties	19.25	22.50	7.25	5.00	35.65	<b>89.65</b>
3	Club Colors Buyer, LLC	18.25	23.13	8.50	4.88	26.16	<b>80.91</b>
4	Big Hit Creative Group	17.75	20.63	4.50	4.75	32.95	<b>80.58</b>
5	Brand IQ	19.25	23.13	6.00	5.00	23.63	<b>77.01</b>
6	Lasting Impressions, Inc.	13.75	17.50	2.50	5.00	34.11	<b>72.86</b>
7	Progressive Marketing	17.50	20.31	8.13	5.00	21.80	<b>72.74</b>
8	4imprint	15.25	19.38	6.63	4.25	26.91	<b>72.41</b>
9	Slate Group	17.50	20.63	7.50	5.00	19.71	<b>70.34</b>
10	STS Brand LLC	16.75	21.56	6.00	5.00	18.06	<b>67.37</b>
11	Urban Circle	17.75	21.88	0.00	5.00	22.37	<b>67.00</b>
12	J Harding & Co.	13.50	16.25	7.50	5.00	24.23	<b>66.48</b>
13	Zheng Commerce LLC	14.75	18.75	5.50	5.00	22.41	<b>66.41</b>
14	1Vision	16.25	20.31	5.50	5.00	19.29	<b>66.35</b>
15	HALO Branded Solutions, Inc.	17.50	19.38	4.50	5.00	17.84	<b>64.22</b>
16	Crown Trophy #109	15.50	18.44	6.25	5.00	14.83	<b>60.02</b>
17	Bankson Group LTD	11.50	13.44	3.50	5.00	22.92	<b>56.36</b>
18	AGAS MFG Inc.	9.50	12.50	1.13	5.00	21.26	<b>49.39</b>
19	MAVICH	11.00	14.06	1.75	4.75	17.60	<b>49.16</b>
20	Kozas Inc	4.50	5.00	4.00	5.00	26.98	<b>45.48</b>
21	Bienali Promotions, LLC	7.00	7.81	0.00	5.00	23.72	<b>43.53</b>
22	Champion Teamwear	5.00	6.25	0.00	5.00	12.63	<b>28.88</b>
23	Positive Promotions, Inc.	4.00	5.94	0.00	3.50	0.00	<b>13.44</b>