



VCU Procurement Services

Virginia Commonwealth University University Purchasing Contract Summary Sheet

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| Commodity: Employee Service Recognition (Award) Program | Contract Number: C0002533 |
| Vendor: C.A. Short Company | Period / Renewals: 10/01/2023 - 9/30/2024 Three, (1) One-year renewal options |
| Address: 4205 E Dixon Blvd Shelby, NC 28152-7978 | # of Vendors: One (1) |
| Contact: R. Scott Russell | Payment Terms: Net 30 Days |
| Phone: (704) 482-9591 x2267 | Accepts Purchasing Card: Yes |
| E-Mail: rsrussell@cashort.com | Fax: |
| | Website: www.cashort.com |

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| Contract Pricing | Contract Document (Excluding Proprietary Information) | Contract Modifications |
|-------------------------|--|-------------------------------|

Procurement Process: RFP

Contract Summary: Employee Service Recognition (Award) Program

Cooperative Language: It is the intent of this solicitation and resulting contract(s) to allow for cooperative procurement at the Contractor's discretion. Accordingly, any public body, public or private health, or educational institution, or lead-issuing institution's affiliated foundations may participate in any resulting contract(s) if authorized by the Contractor.

Note: Please reference the contract number on purchase requisitions, purchase orders, and when contacting the vendor.

| VCU Purchase Order # | Contract Type: | SWaM Class | Report SWaM | eVA | Category |
|----------------------|----------------|------------|-------------|-----|----------|
| P0147751 | RFP | | No | Yes | Services |