

## Exclusive Providers - Specialty Printing

Effective: September 1, 2016

**Exclusive Providers for Specialty Printing** are for custom printing services and are mandatory sources for the main Dallas campus, SMU-in-Plano and SMU-in-Taos. **All exceptions must be approved by Purchasing.**

Custom printing services may include the following:

- Perfect bound books
- Booklets
- Brochures
- Newsletters
- Annual reports
- Flyers, postcards, self-mailers
- Folded carton packaging & presentation boxes
- Forms
- Invitations
- Announcement cards and envelopes
- Magazines
- Presentation & pocket folders

The **Exclusive Specialty Printers** who were selected through a competitive RFP process are Color Dynamics (full service), Quad/Williamson (full service) and Ennis Graphics (print ready). Their contact and print file upload instructions are provided below.

### **FULL SERVICE PRINTERS**

Full-service printers offer complete pre-press capabilities, color correction, photo manipulation, customer file library and archiving, graphic design, direct mail services, on-line interfaces for inventory management and warehousing, wide format printing and other specialty printing services.

### **ColorDynamics**

200 E. Bethany Dr.  
Allen, TX 75002  
972-390-6500 main

#### **Primary Contact**

**Mischel Rule**, *Account Manager*  
469-406-5722 cell  
[mrule@colordynamics.com](mailto:mrule@colordynamics.com)

#### Secondary Contact

**Dave McLaughlin**, *Customer Service*  
972-390-6558  
[dmclaughlin@colordynamics.com](mailto:dmclaughlin@colordynamics.com)

#### Other department contacts:

**Kory Putmon**, *Billing Questions*  
972-390-6614  
[kputmon@colordynamics.com](mailto:kputmon@colordynamics.com)

**Jim Lassiter**, *Prepress Director*  
972-390-6503  
[jlassiter@colordynamics.com](mailto:jlassiter@colordynamics.com)

#### **ColorDynamics ARTWORK UPLOAD INSTRUCTIONS:**

<http://ftp.colordynamics.com>

Login: smu

Password: 1166PdDq

\*Uploading files - navigate into the "incoming" directory.

## Quad/Williamson

6700 Denton Drive  
Dallas, TX 75235  
214-904-2100 main  
[www.QG.com](http://www.QG.com)

### Primary Contact:

**Ben Stringer**, *Account Manager*  
404-783-6401 cell  
214-904-2156 direct  
[Benjamin.Stringer@qg.com](mailto:Benjamin.Stringer@qg.com)

### Secondary Contacts:

**Brian Badillo**, *Regional Vice President*  
469-263-2009 cell  
214-904-2139 office  
[Brian.Badillo@qg.com](mailto:Brian.Badillo@qg.com)

**Chip Chebuhar**, *Sales Manager*  
214-675-6940 cell  
214-904-2179 direct  
[chip.chebuhar@qg.com](mailto:chip.chebuhar@qg.com)

### QUAD-WILLIAMSON ARTWORK UPLOAD INSTRUCTIONS:

FTP Site Address: <ftp.qg.com> or protocol SSH2 for secure FTP  
Username: IN\_SMU  
Password: GLhk7613

Once logged in, you will go into the following subfolders:

INCOMING

IMAGING

DALLAS <----- drop off files here

OUTGOING

IMAGING

DALLAS <----- pick up files here

### Quotes, Order Info & Print Files

- Include **SMU school, division and/or department with quote requests** to keep quotes/projects organized, and billed appropriately.
- Include **required delivery dates, delivery address/requirements/hours, delivery contact info (phone & email)** in submissions of orders
- Submit artwork files in **print-ready PDF format** for fastest processing turn-time.
- Submit **Application artwork files (InDesign/Photoshop/Illustrator) when edits** will be made by Quad on behalf of the SMU.

## **PRINT READY PRINTER**

Print ready printer offers low cost print solutions and works from 'print ready' PDF files with limited pre-press capabilities and file manipulation, and no design capabilities.

### **Ennis Graphics**

122 Rose Lane  
Frisco, TX 75034

Contact:

**Steve Hurley**, Owner/Operator  
214-202-8394 cell  
[steve@ennisgraphics.com](mailto:steve@ennisgraphics.com)

**Ennis Graphics ARTWORK UPLOAD INSTRUCTIONS:**

Print files less than 15mb email to [steve@ennisgraphics.com](mailto:steve@ennisgraphics.com)  
Print files larger than 15mb upload to: [ennisgraphics.com](http://ennisgraphics.com)

**Mailing Address:**

Ennis Graphics  
3330 Cedar Creek Trail  
Frisco, TX 75034