

**State of Alabama  
Invitation To Bid  
For  
Cellular Wireless Services and Equipment**

1. **PURPOSE OF CONTRACT:** The purpose of this Invitation to Bid (ITB) is to establish a contract between the successful vendors and the State of Alabama (hereinafter referred to as the STATE), whereby the STATE can acquire cellular (including PCS) wireless telephone, data and PDA (Personal Digital Assistant) equipment and services to support the requirements of all state agencies. Local governments and school systems (and individual schools) have the option of purchasing from this contract. Vendors will not be allowed to bid, or add at a later date, any communication device that has two-way capability.
2. **E-RATE:** The schools and libraries program of the Universal Service Fund (e-rate) makes discounts available to eligible schools and libraries for telecommunication services, internet access, and internal connections. The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services. The services of this resulting contract include eligible e-rate services that e-rate eligible entities including public K – 12 schools and libraries of Alabama may choose to purchase.

Detailed information about the e-rate program can be found at [HTTP://WWW.USAC.ORG/SL/](http://WWW.USAC.ORG/SL/). It is a requirement that the awarded vendor will provide a service provider identification number (SPIN) and maintain eligible status with the Universal Service Administrative Company (USAC) and the Federal Communications Commission (FCC) in order to participate in the e-rate program. In the event that an e-rate eligible applicant applies for e-rate eligible services and is denied funding by USAC or FCC the vendor must agree that the applicant is to not be held liable for the purchase of the services that were to be established as a result of the e-rate application.

3. **CONTRACT PERIOD:** Establish a 12 month contract with an option to extend for a second, third, fourth and fifth 12-month period with the same pricing, terms and conditions. The second, third, fourth and fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third or fourth 12 month period expires. Any successive extension must have written approval of both the state and the vendor no later than 30 days prior to the expiration of the previous 12 month period. Prices cannot increase, but may be decreased at anytime during the contract period.
4. **ASSIGNMENT OF CONTRACT:** The vendor must not assign, sublet or transfer any contract or part of contract resulting from this invitation to bid without written permission from the Director of State Purchasing.
5. **ACKNOWLEDGEMENT OF TERMS AND CONDITIONS:** The vendor, by signing and returning his bid, stipulates that he or she has read, understands, and will comply with all provisions of this ITB.
6. **QUALIFIED BIDDERS:** Vendor(s) are to bid only on the MSAs (Metropolitan Service Area) and/or RSAs (Rural Service Area) in which the company is licensed to provide service and equipment and in which he can provide consistent, satisfactory service.
7. **RESPONSE TO INVITATION TO BID:** Vendor must submit one (1) original paper bid response and two (2) paper copies to State Purchasing. Vendor must also submit a soft (electronic) copy of their Catalog Detail Pricing Sheet on a properly labeled CD.
8. **BID EVALUATION AND AWARD:** Bids will be evaluated for technical compliance with the specifications identified herein. Failure to meet the technical specifications will disqualify the bid.

Awards will be made on an RSA/MSA area by area basis, using the total from the Target Configuration price sheet. The STATE will award both equipment and services to a single vendor for each MSA/RSA. In areas where no single vendor can provide service to the entire service area, the award of the area may be divided. Vendors bidding more than one service area must bid the same prices for each area. The vendor must bid all line items on the Target Configuration Price Sheet for the bid to be compliant.

The award will be made to the vendor with the lowest aggregate lump sum price for a group of items identified on the "Cellular Wireless Target Configuration Price Sheet". For evaluation purposes, the grouping will consist of line items representing potential costs associated with cellular service as outlined below:

<u>Item</u>	<u>Quantity</u>
• Usage Package (200 minutes)	50
• Usage Package (450 minutes)	100
• Usage Package (1350 minutes)	150
• Pooled Minutes Plan (9000 minutes for a group of 20 phones)	50
• Data Air Card - Unlimited Usage	100
• PDA with Unlimited Email and 600 Cellular Minutes	150
• PDA with Unlimited Email Added to Voice Line	75
• Instant and Text Messaging - Unlimited Usage	20

The minute usage rates are for evaluation purposes only. The vendor must include, at a minimum, the above packages and items on the Catalog Detail Pricing sheet. The vendor should also include on the Catalog Detail Pricing Sheet ALL other packages and rate plans the vendor can offer the STATE.

**9. MSA (METROPOLITAN SERVICE AREA):** MSAs in the state of Alabama are described as:

Anniston MSA

- Calhoun Co

Birmingham MSA

- Jefferson Co  
- Walker Co  
- St. Clair Co.  
- Shelby Co.

Dothan MSA

- Dale Co  
- Houston Co

Gadsden MSA

- Etowah Co

Huntsville MSA

- Limestone Co  
- Marshall Co  
- Madison Co

Mobile MSA

- Mobile Co  
- Baldwin Co

Montgomery MSA

- Montgomery Co  
- Autauga Co  
- Elmore Co

Florence MSA

- Lauderdale Co  
- Colbert Co

Phenix City MSA

- Russell Co

Tuscaloosa MSA

- Tuscaloosa Co

**10. RSA (RURAL SERVICE AREA):** RSAs in the state of Alabama are described as:

ALABAMA RSA #1

- Blount Co

ALABAMA RSA #2

- Cherokee Co

ALABAMA RSA #3

- Choctaw Co

- Cullman Co
- Franklin Co
- Lawrence Co
- Marion Co
- Morgan Co
- Winston Co

- De Kalb Co
- Jackson Co

- Fayette Co
- Greene Co
- Hale Co
- Lamar Co
- Marengo Co
- Pickens Co
- Sumter Co

ALABAMA RSA #4

- Bibb Co
- Chilton Co
- Dallas Co
- Lowndes Co
- Perry Co
- Wilcox Co

ALABAMA RSA #5

- Chambers Co
- Clay Co
- Cleburne Co
- Coosa Co
- Randolph Co
- Talladega Co
- Tallapoosa Co

ALABAMA RSA #6

- Clarke Co
- Conecuh Co
- Escambia Co
- Monroe Co
- Washington Co

ALABAMA RSA #7

- Butler Co
- Coffee Co
- Covington Co
- Crenshaw Co
- Geneva Co
- Pike Co

ALABAMA RSA #8

- Barbour Co
- Bullock Co
- Henry Co
- Lee Co
- Macon Co

**11. VOLUME OF BUSINESS:** The State of Alabama does not guarantee a volume of business.

**12. CONTRACT PRODUCT SHOW:** The awarded vendor(s) will be required to attend and participate in State Purchasing's annual contract product show.

**13. TAXES/FEES:** The STATE is exempt from paying federal excise tax, E911 taxes, and county and local sales tax. The STATE will pay the state mobile communications tax which is currently 6%. No other monthly recurring fees, to specifically include but not limit to, administrative roaming, billing, surcharges, set up fees, recovery fees, electronic billing and Universal Service Fund, will be charged to the State. The State will pay no other taxes unless they are federally mandated to be paid by the customer. Charges that pertain to service packages, such as overage charges, must be stated in the catalog, or the State will not pay.

**14. DIRECTORY ASSISTANCE:** The State understands that fees for Directory Assistance calls are regulated by the FCC and are considered a pass-through charge by the cellular provider. The State will pay no more than what the FCC charges for Directory Assistance calls. The vendor should include in the bid any free Directory Assistance access phone numbers available to users in order to prevent incurring charges for FCC Directory Assistance calls.

**15. CANCELLATION FEES:** There will no charges levied upon the STATE for the cancellation of services or features at any time during the life of this contract. This includes early termination fees.

**16. LOST AND STOLEN TELEPHONES:** The vendor must maintain a 24-hour 7 day-a-week number for reporting lost or stolen equipment so that service can be shut off for the number(s) involved. **The STATE will not be responsible for any usage expenses and/or other charges after reporting the equipment missing or stolen.**

- 17. INSTRUCTIONS AND TRAINING:** The vendor must provide legible printed instructions on use of the vendor's cellular, data and PDA wireless equipment, service, and features. These instructions must be easily understood by persons unfamiliar with cellular equipment, services, and/or the features provided. When requested, the vendor must supplement the printed instructions with personalized training for one or more users at no cost to the State.
- 18. PROTECTION AGAINST THEFT OF SERVICE:** The vendor is to describe any features or services used to protect against theft of services such as duplication of Identification numbers transmitted by cellular equipment or through duplication of firmware equipment identification numbers from stolen equipment, and other unauthorized use.
- 19. SUSPECTED FRAUD:** In the event of suspected fraud or cloning, the vendor must notify the agency/customer prior to disconnecting the service.
- 20. PERMIT STATE CALLING CARD USAGE:** The vendor's network and equipment must in no way impede or prevent State of Alabama officials from using their State of Alabama issued Calling Cards for Long Distance calls.
- 21. AREA CODE BLOCKING:** The vendor must describe any capabilities they have to block or prevent calls to 900 and other high fraud area codes. Also, describe any other features to restrict calling such as calls to local numbers and 1-800 numbers.
- 22. LOCAL NUMBER PORTABILITY:** Regardless of which vendor becomes the provider of the new contract, state employees will keep the same 10 digit wireless number. The awarded vendors must work with the STATE to have these numbers ported in a smooth manner, without disruption of service.
- 23. COVERAGE AREA MAP(S):** The vendor must provide a predictive RF modeling map showing in-building, in-car and in-street coverage for phone and data service. Map should be C-Size at a minimum. Vendors should secure maps in a sealed envelope and mark envelope to indicate map is enclosed.
- 24. COMPLIANCE WITH FEDERAL REGULATIONS:** The cellular service providers responding to this ITB must be in full compliance with all Federal Communications Commission rules and regulations pertaining to cellular telephone services and equipment vendors, and if deemed non-compliant at any time during the contract will pay for all conversion costs to become fully compliant. The STATE may require the vendor to provide certification of the company's authorization to provide cellular services and equipment.
- 25. WIRELESS PRIORITY SERVICE:** Vendor must be able to offer wireless priority service to agencies with access to the next available wireless channel before the general public by dialing an assigned pin number before placing a cellular call to get a quick connection. In order to use this service, the agency must have each subscriber that wishes to use this feature approved by the national communications system.
- 26. DETAILED EMERGENCY RESPONSE PLAN:** Vendors must provide a detailed emergency response plan with the bid.
- 27. BILLING FORMAT:** The STATE requires that all bills sent to a single agency billing address be setup with a single invoice listing the total amount billed for all cellular telephones/devices and services being billed to that agency address. The vendor must also provide detailed call reports broken down by each cellular telephone number listing all calls and services being billed on the

monthly invoice. The detailed call reports must list the Date, Time, Numbers Called or Calls received and duration of the call. Agencies may request that detailed billing not be provided for one or more cellular numbers. This report is to be provided at no cost to the STATE.

**28. BILLING PERIOD:** The vendor can bill for access (fixed monthly cost) one month in advance. All other billing must be in arrears. Due to State laws and procedures, invoices will almost always be paid two months in arrears.

**29. EQUIPMENT/SERVICE PRICE LIST:** All awarded vendors will be required to furnish, upon any state agencies' request, a complete list of all items bid. This price list will be in force for the entire period of the contract resulting from this bid. Failure to comply will result in that vendor being removed from the contract and those lines will be awarded to the next lowest bidder.

The price list must include ALL handsets, accessories, data cards, PDAs, as well as services including, but not limited to, voice mail, short/text messaging, email and internet access listed on the Catalog Detail Price Sheet. Vendors are also required to include all applications available for government use, including, but not limited to, commercial connectivity services, international service plans, GPS tracking, and voice and on-screen turn-by-turn navigation. **Agencies cannot purchase any equipment or service not listed in the catalog.**

These prices cannot be increased at any time during the length of this contract. Only new pieces of equipment or newly introduced services can be added to a catalog after an award has been made. The vendor will notify the Purchasing buyer immediately of any price decreases affecting the contract. The STATE will receive the benefit of the decrease as soon as possible in accordance with the written notification from the contract vendor.

**Vendor must include state catalog prices on their website. Vendor must furnish a link to the website, to allow all state agencies to access the vendor's State catalog online.**

**30. NEW EQUIPMENT AND SERVICES:** When an awarded vendor acquires new models of equipment and/or new services that can be offered during the contract period, the vendor must send documentation along with a written request for those items to be added to the contract. The documentation and written request must be sent to the Purchasing Buyer overseeing the contract. The buyer will examine the documentation and, if approved, add any new items to the contract. **The STATE expects new service packages and equipment to be added to the catalog at specially discounted prices.**

**31. PROMOTIONAL PRICING:** Promotional offerings consisting of contract items will be considered and offered at a reduced price for the promotional period. A promotional offering of items not on contract will be considered if the price is equal to or less than the sum of the contract prices. The state will not file for rebates; the vendor must offer and bill at the net discounted price of the applicable offering. Volume discounts will be allowed with the provision that any purchasing entity that purchases the equivalent volume be offered the same rate of discount. The STATE understands that this promotional pricing may be for a limited period of time. Vendor will make the STATE aware of these promotions as they occur during the contract period. Promotions may only be extended to equipment and accessories.

**32. WORKING SAMPLE:** Vendor may be required to provide a working sample of various handsets and devices at no cost to the state at any time during the contract. Both the equipment and the service will be provided at no cost to the State for a minimum ten day test period.

**33. FREE LOANERS:** For special events, vendor must provide phones and services for a limited period

of time at no cost to the STATE.

- 34. OVERNIGHT DELIVERY:** Vendor must provide overnight delivery of equipment, at no extra cost to the STATE. In addition, postage on any items returned by the STATE must be paid by the vendor.
- 35. LOCAL CONTACT:** Although vendor's account representative does not have to be located in Montgomery, vendor must have a local office in Montgomery, Alabama to handle issues including, but not limited to, immediate need of a device or training on an as needed basis.
- 36. INVENTORY REPORT:** Each January, the vendor will provide an inventory listing, for the latest billing period, which identifies each cellular telephone and data device (air card, PDA) assigned to agencies of the State of Alabama. The report must be provided in soft copy, as well as hard copy, if requested. The report must be sorted by state agency and include the following summary information:
- Each telephone number
  - Total number of telephones/devices per state agency
  - Total minutes of usage per state agency to broken down by voice and data
  - Grand total of telephones/devices
  - Grand total of minutes of usage, both voice and data

This report will be provided at no cost to the STATE.

- 37. USAGE REPORTS:** The vendor may be asked to provide to the STATE or respective agency, usage reports for the previous six months billing cycle. This report will include the following data: date and time, number called, duration of call, associated cost per call, and the total cost. Also included will be features, including GPS tracking and turn-by-turn navigation, and any internet driven applications. This information must be sorted by State agency and telephone number for all telephones and data devices being invoiced to the respective agency. This report will be provided at no cost to the STATE.
- 38. RATE PLAN ANALYSIS:** The vendor must perform rate plan analysis twice a year for each state department. The resulting report must include cost control recommendations. This report will be provided at no cost to the STATE.
- 39. ADDING/DELETING SERVICE:** Each agency will be allowed to add or delete service packages during a fiscal year to achieve optimum savings or performance at no additional cost to the State. Adding/deleting any features and/or upgrading equipment and service packages will be done so with no change or upgrade charges/fees. Changes will be accomplished via purchase orders or purchase order changes from the ordering agency.
- 40. SOFT COPY OF ITB SPECIFICATIONS.** Vendor may request a soft (electronic) version of the ITB specifications by submitting a written request to:

Ms. Pat Antle  
State Purchasing  
Department of Finance  
100 N. Union Street, Suite 192  
Montgomery, Alabama 36130  
FAX: 334-242-4419 (notify 334-242-7253 of transmission!)  
Email: [pat.antle@purchasing.alabama.gov](mailto:pat.antle@purchasing.alabama.gov)

#### 41. SERVICE SPECIFICATIONS:

- a. **USAGE PACKAGES/PLANS:** Vendor is to include pricing, on the Catalog Detail Pricing sheet, for all usage packages offered by the vendor. Vendor must include on the Catalog Detail Pricing sheet the usage packages and plans indicated on the Target Configuration Pricing sheet. Vendor is highly encouraged to include all plans they think may be appropriate to the STATE, in the catalog, but must, at a minimum, include international voice and data plans for all type devices, GPS locating plans, voice and turn-by-turn navigation plans and commercial connectivity services. State agencies will only be able to order plans included in the catalog submitted by the awarded vendor.

Vendor must include in the catalog any overage charges associated with any usage package. If the vendor does not include overage charges for a plan, the State will interpret that to mean the vendor does not intend to charge any overage charges for that plan. **The Vendor CANNOT turn off a phone due to a state employee going over the plan minutes.**

- b. **MANDATORY SERVICE FEATURES:** The following minimum services must be included at no additional charge to the State:

- Call Forwarding
- Call Waiting
- Calling Line Identification
- Voice Mail
- Three Way Calling

The vendor must provide pricing in the catalog detail pricing for other available service features to include, but not limit to, SMS, MMS, paging, and texting.

- c. **SERVICE REQUIREMENTS:** The vendor must provide for voice service coverage of not less than 85% of the state of Alabama, described in Target Configuration instructions. In the four major metropolitan areas of Alabama, identified as Birmingham, Huntsville, Mobile and Montgomery, the minimum sustainable data throughput must be 500 kbps in both the uplink and downlink directions. In all other areas in the State of Alabama, the minimum sustainable data throughput must be 50 kbps in both the uplink and downlink directions. Vendor must maintain these minimum requirements throughout the life of this contract. Vendor must only bid in MSAs/RSAs in which he can provide consistent, satisfactory service. Vendor will be required to provide customers a local number in each RSA/MSA bid.
- d. **PRICE SCHEDULES:** Any vendor bidding one or more service areas must bid the same rates for equipment, usage packages and any documented fees, for each RSA/MSA for which the vendor is bidding.
- e. **EMERGENCY PLAN:** Vendor must provide an emergency plan to be used by employees for a limited (if any) number of monthly minutes. Vendor must list a monthly fee, if appropriate, and a per minute cost in the catalog. Intrastate and interstate roaming and intrastate and interstate long distance will not be charged. The vendor must provide a "free" handset, as described below, for this plan, as well as all other plans. This emergency service is necessary for instances where state agencies require a phone for emergency situations only and would rarely, if ever, place calls.
- f. **ROAMING AND LONG DISTANCE OUTSIDE OF THE UNITED STATES:** Vendor must list any applicable roaming and long distance charges, applied to calls originating or

terminating outside the U.S., on the Catalog Detail Price Sheet. **The State will not pay any roaming or long distance charges inside the United States.**

- g. **POOLED MINUTE PLANS:** Vendor must offer “pooled” or shared minute plans for use by state agencies and entities. Each telephone within the pool group will use its own airtime minutes each month, then share the unused minutes of the other telephones in the group. These pooled plans and any costs per each telephone in the group must be included on the Catalog Detail Sheet.
- h. **MOBILE TO MOBILE PLANS:** Vendor will list any ‘mobile-to-mobile’ or ‘in-network’ plans on the Catalog Detail Sheet. These plans will allow state employees to make and receive calls to and from other same vendor state phones, without using the regular allowance of minutes.
- i. **DATA AIR CARD:** Vendor must offer incremental and unlimited usage plans for use with air cards connected to laptops/PCs. These plans must be included on the Catalog Detail Sheet.
- j. **PDA EMAIL/DATA USAGE:** Vendor must offer incremental and unlimited usage plans for PDAs. Users must be able to send and receive email securely using the PDA. Vendor must offer “Push” and/or “Pull” technologies and products for state agencies and employees to access email. These plans and products must be included on the Catalog Detail Sheet.
- k. **TEXT FEATURES:** When new devices or service plans are issued/activated, the vendor will have the text feature automatically blocked unless the purchase order specifically states that a text feature is to be added, or the service plan ordered includes texting. The agency will have to order a text feature in order to receive it.
- l. **ANY OTHER CHARGES:** Vendor must include, in the catalog, any charges that he intends to charge the State, such as overage minutes, or any charge for a service or feature. The STATE will not pay for any charges not listed in the catalog. This does not apply to fees, taxes or monthly recurring charges.

#### 42. EQUIPMENT SPECIFICATIONS:

- a. **CONVERSION OF EXISTING SERVICE/EQUIPMENT:** There is to be **no charge** for conversion of existing equipment from the existing cellular service provider to the new cellular service vendor’s system during the life of the contract should the agency convert. If the awarded vendor’s service technology is not compatible with existing equipment, the vendor must replace, at no additional cost to the STATE, said equipment with comparable equipment which is compatible with the service technology. This includes all handsets and data devices, including flip-top models, PDAs and air cards.

If the current provider is the successful awarded vendor, the vendor must offer to replace any current voice only devices that are a minimum of two (2) years old with one of the free models that are bid at no cost. The user will choose which of the free models he/she wishes to replace their current device with.

- b. **TELEPHONES INCLUDED WITH NEW SERVICE:** During the life of the contract, vendor(s) must provide a voice device **free of charge** when state agencies purchase new cellular service. Vendors must include in their catalog a minimum of five models of voice cellular devices free of charge, including at least two flip models. Minimum specifications for

this telephone are detailed in the paragraph below. Agencies may, at their discretion, choose to purchase a unit with more features. However, any unit purchased must be included on the Catalog Detail sheet. All vendors must include in their catalog a minimum of six models of voice cell phones, as well as at least one model of air cards and three models of PDA's. Vendor must include Blackberry devices and other brand Smartphone devices. Vendor must include in their catalog at least one voice and data combined model with international capability and GPS capability.

- c. **SPECIFICATIONS FOR CONVERSION/NEW ACCOUNT PHONES:** In addition to the specifications detailed in the "GENERAL SPECIFICATIONS" and "PORTABLE/HANDHELD SPECIFICATIONS" sections below, the following features must be included:

- Redial
- Speed dialing
- One-touch access to voicemail
- Caller ID and Call Waiting
- Dialed, received, missed calls
- Keypad lock
- Color Screen
- On-screen battery indicator
- One-touch credit card dialing
- Phone book
- Ring tones
- Silent, vibrate alert
- Short message service
- Voicemail capability and notification
- Message and voice mail waiting indicators

The following minimum accessories must be included:

- Battery
- Battery charger
- If applicable, Sim card

- d. **EQUIPMENT DOCUMENTATION:** The vendor must provide complete manufacturers' documentation for all equipment and services bid. The information provided must address all specifications and features for each type of wireless telephone set, service, and other items as specified in this ITB. All documentation and information provided must be clearly labeled to show which model number, specification, and catalog number to which the information is applicable. The vendor may provide additional information to support the manufacturer's documentation in the same format. **Failure to provide and label the required documentation may result in rejection of your bid.**
- e. **NEW EQUIPMENT:** All equipment must be new and unused and acceptable by the original equipment manufacturer for their maintenance.
- f. **WARRANTY:** All cellular handsets and devices bid must have a minimum one year warranty.
- g. **REPAIR SERVICE:** All repair work is to be performed by the vendor or manufacturer. Subcontracting repair work is not permissible. The STATE will operate within the service

cycle of the vendor. When repair service is required, however, a "loaner phone" will be provided as an interim replacement.

**h. DISCONTINUED EQUIPMENT:** In the event that any equipment is discontinued during the contract period, the contract vendor will make available equipment that is equal to or superior in performance, function and features. The replacement equipment will be available through the contract under the same pricing, terms and conditions as the item (s) it replaces.

**i. GENERAL SPECIFICATIONS:** The specifications shown below are the **minimum** specifications that must be met for all cellular telephone equipment categories bid. Minimum specifications are:

- roaming indicator
- call-in-absence indicator/display
- signal strength indicator or display
- backlit keypad with selectable audible feedback
- easily read backlit display with status indicators
- last number redial
- scan capability with ability to enable/disable roaming
- call timers
- integral independent control of volumes for keypad, earpiece/speaker, and microphone
- capability to display telephone number of set
- microphone muting
- DTMF keypad stays active after call completes
- user coded electronic locking of telephone

**j. PORTABLE/HANDHELD SPECIFICATIONS**

**i. REQUIRED FEATURES (For any units included on the Catalog Detail Pricing sheet):**

- lightweight compact design to fit on the person
- minimum power output of 0.6 watts
- signal strength meter or display
- battery status indicator or display
- one touch emergency dialing for 911 calls
- minimum of 500 contacts memory with one-touch dialing capability
- capability to change keypad, earpiece, and ringer volumes
- vibrator to indicate incoming calls
- incoming and outgoing call log
- contact search
- caller id
- clear last digit and clear all to correct dial entry errors
- easily read status indicators
- backlit keypad and display with capability to turn off back lighting
- minimum of 4 hours talk time on standard battery

**ii. ADDITIONAL FEATURES:** The following features and accessories must be bid and priced in the Catalog Detail pricing sheets for this specification:

- Data cable
- Car Charger
- Extended time battery(s)
- Speakerphone
- Camera (1 mp minimum)
- Voice notes
- Wired earbud
- Bluetooth (wireless) earbud
- Carry case with belt clip
- Hands free car kit
- Handset cradle for car

iii. **OTHER REQUIRED PRICING:** The vendor must provide pricing for replacement batteries, antennas, and any expendable items on the Catalog Detail Pricing sheets for each specification category.

k. **PERSONAL DIGITAL ASSISTANT (PDA) / SMARTPHONE:** Vendor must bid a wireless single device email/data/telephone solution. This device must be a PDA, Blackberry, Smartphone or similar device with the following required features:

i. **REQUIRED FEATURES (For any units included on the Catalog Detail Pricing sheet):**

- lightweight compact design to fit on the person
- minimum power output of 0.6 watts
- signal strength meter or display
- battery status indicator or display
- E-mail – interface with State e-mail systems
- Web browser
- Encryption
- Ability to read common document formats to include PDF, Word, Excel, Power Point
- one touch emergency dialing for 911 calls
- minimum of 500 contact memory
- capability to change keypad, earpiece, and ringer volumes
- memory scrolling to display numbers in memory
- clear last digit and clear all to correct dial entry errors
- easily read status indicators
- backlit keypad and display with capability to turn off back lighting
- minimum of 4 hour talk time on standard battery
- minimum standby time of seven days
- Color display
- Backlit keyboard
- Thumb-operated track wheel, navigation buttons and/or stylus pens
- Vibrate mode
- Easy to understand icons and menus
- Calendar application
- Address book
- To-do list
- Memo Pad

- Speakerphone
- ii. **ADDITIONAL FEATURES:** The following features and accessories must be bid and priced in the Catalog Detail pricing sheets for this specification:
- Battery charger
  - Sync cradle (if required)
  - Extended time battery(s)
  - Camera (1 MP minimum)
  - Voice Notes
  - Car Charger
  - Wi-Fi for data connectivity
  - External memory card support
  - Wired earbud
  - Bluetooth (wireless) earbud
  - Carry case with belt clip

**36 l. Data Card:** Vendor must bid a data air card for use with laptops with the following required features:

i. **REQUIRED FEATURES (For any units included on the Catalog Detail Pricing sheet):**

- Broadband Access and national high-speed wireless data access
- Easy to install and use
- Intuitive user interface
- External Antenna Connector (external antenna can be sold separately)

ii. **ADDITIONAL REQUIRED FEATURES:** Air card must run on a computer with this minimum configuration:

- Microsoft Windows 2000, XP and Vista
- Mac OS x 10.3.9 or higher
- Standard Type II PCMCIA card slot (Cardbus) – CD-Rom drive
- 32 MB memory
- 14 MB free hard disk space

**43. PRICING INSTRUCTIONS**

- a. **CATALOG DETAIL PRICE SHEET:** The vendor should complete the Catalog Detail Pricing sheets first, because pricing from the sheets will be used to complete the Target Configuration Pricing sheet. In addition, these price sheets will provide the information and pricing required for the STATE to order Cellular telephone sets, services, and accessories. Additional copies of these forms should be made as required. **The catalog pricing must be placed on these forms or your bid(s) will be rejected.**

- i. **CATALOG NUMBER:** The manufacturer or vendor catalog number to be used by the STATE to order equipment and services must be a unique number for each equipment item and service bid. Exhibit number will not be accepted.

ii. **MANUFACTURER, PART#, COMPONENT, SERVICE, AND FEATURE DESCRIPTION:** This information is used to give a brief description of the equipment, services, and features being bid. Where applicable the manufacturer name should be included.

iii. **STATE'S UNIT COST:** This is the vendor's discounted selling price to the STATE for equipment, services, and features bid. This will be the unit cost, including installation if any, paid by the STATE for any item acquired from the contract, including any installation costs. This unit cost will be gathered to assemble the target systems, features, and services. All items must have a price; however a cost of "\$0.00" is acceptable. A blank line will be interpreted by the STATE as "\$0.00".  
**Do not enter "At State Cost" as the unit cost, any percentages or discounts, or any negative numbers.**

b. **TARGET CONFIGURATION PRICE SHEET:** This sheet is used to provide pricing as part of the evaluation criteria for the award of this ITB. All pricing shown for the target configuration must be the same as that shown in the catalog detail pricing. Therefore, we recommend that the vendor develop the Catalog Detail Pricing first, before completing the Target Configuration Pricing sheet. All lines on the Catalog Pricing Sheet must be completed.  
**Do not enter "At State Cost", any percentages or discounts, or any negative numbers.** Any (each) change on this sheet must be initialized by the person signing the bid or the bid will be rejected. A change includes a cross-out, strike-over, ink-over, white-out, erasure or any other method that changes what was originally entered.

i. **PRICING:**

For each of the following items (A – H), vendor is to enter the CATALOG NUMBER(S) and price (PRICE PER ITEM - MTHLY) in the appropriate column. Catalog numbers and associated pricing MUST match catalog detail pricing sheets. Vendor will then multiply the price for each item by the quantity (QTY) and place the result in the "TOTAL PRICE" column. The "TOTAL PRICE" column will then be summed and the result entered in the row I (Total Cost).

**A. Usage Package (200 minutes):** Vendor is to enter the charge for 200 minutes of nationwide airtime. Package must include unlimited mobile to mobile and a minimum of 2,000 nights and weekends minutes. No roaming or long distance costs are to be charged. Service must meet specifications described in section entitled "Service Specifications" above.

**B. Usage Package (450 minutes):** Vendor is to enter the charge for 450 minutes of nationwide airtime. Package must include a minimum of 5,000 nights and weekends minutes and unlimited mobile to mobile. No roaming or long distance costs are to be charged. Service must meet specifications described in section entitled "Service Specifications" above.

**C. Usage Package (1350 minutes):** Vendor is to enter the charge for 1350 minutes of nationwide airtime. Package must include unlimited nights and weekends and unlimited mobile to mobile. No roaming or long distance costs are to be charged. Service must meet specifications described in section entitled "Service Specifications" above.

**D. Pooled Minutes Plan (9000 minutes):** Vendor is to enter the total charge for 9000

minutes of shared nationwide airtime. The Plan must include unlimited nights and weekends and unlimited mobile to mobile for a group of twenty (20) phones. No roaming or long distance costs are to be charged. This cost must include any monthly charges for each phone, if applicable. The quantity of twenty has been selected for evaluation purposes only. Therefore, the vendor must enter on the Catalog Detail Price Sheet any monthly fees, if applicable, for each (one) phone in the group. Service must meet specifications described in section entitled "Service Specifications" above.

**E. Data Air Card Unlimited Usage:** Vendor is to enter the monthly charge for unlimited wireless data used with an air card. Service must meet specifications described in section entitled "Service Specifications" above.

**F. PDA/Smartphone Unlimited Usage to Include 600 Minutes Voice:** Vendor is to enter the monthly charge for nationwide unlimited wireless data (email, SMS, calendar), 600 nationwide minutes of airtime, unlimited text and instant messaging, unlimited nights and weekends and unlimited mobile to mobile. No roaming or long distance costs are to be charged. Service must meet specifications described in section entitled "Service Specifications" above.

**G. PDA/Smartphone Unlimited Usage Added to Voice Line:** Vendor is to enter the monthly charge for nationwide unlimited wireless data (email, SMS, Calendar) added to voice line. No roaming or long distance costs are to be charged. Service must meet specifications described in section entitled "Service Specifications" above.

**H. Instant and Text Messaging Unlimited:** Vendor is to enter the monthly charge for nationwide unlimited instant and text messaging.

**I. Total:** Total sum of items A through H.

**ii. SERVICE AREAS:**

**a. Service Areas:** Vendors are to list in this section which RSAs and/or MSAs they are bidding. If the vendor can service an entire area, write "all" on that line. If vendor can service only certain counties within that area, write in those counties.

**Example:      RSA2: all  
                         or  
                         RSA2: Jackson, DeKalb**

**b.** If any one vendor can service an entire area where all other vendors can only provide partial service, that vendor may be awarded that RSA/MSA.

**c.** It is the bidder's responsibility to correctly list any or all MSAs and/or RSAs on the specified lines. The State will not be held responsible for any errors or omissions in prices or areas bid.



## Target Configuration Pricing Sheet

DESCRIPTION	CATALOG NUMBER(S)	PRICE PER ITEM (MTHLY)	QTY	TOTAL PRICE
A. Usage package (200 minutes)		\$	50	\$
B. Usage package (450 minutes)		\$	100	\$
C. Usage package (1350 minutes)		\$	150	\$
D. Pooled Minutes Plan (9000 shared minutes for a group of 20 telephones)		\$	50	\$
E. Unlimited Usage for Data Air Card		\$	100	\$
F. Unlimited Usage for PDA/ Smartphone and email to include 600 voice minutes		\$	150	\$
G. Unlimited Usage for PDA / Smartphone and email added to voice line		\$	75	\$
H. Unlimited Instant and Text Messaging		\$	20	\$
I. Total Cost				\$

Vendors are to enter catalog number and price for each item/plan (A – H) as per description. Vendor will then, for each item A – H, multiply the price times the quantity (QTY) and place the result in the Total Price column. Total Price column for A – H must be summed and the result entered in Total Cost (I).

Vendors are to indicate below which MSAs and RSAs they are bidding. If the vendor can service an entire area, write “all” on that line. If a vendor can service only certain counties within that area, write in those counties.

### RURAL SERVING AREA (RSA)

RSA 1 \_\_\_\_\_  
 RSA 2 \_\_\_\_\_  
 RSA 3 \_\_\_\_\_  
 RSA 4 \_\_\_\_\_  
 RSA 5 \_\_\_\_\_  
 RSA 6 \_\_\_\_\_  
 RSA 7 \_\_\_\_\_  
 RSA 8 \_\_\_\_\_

### METROPOLITAN SERVING AREA (MSA)

ANNISTON \_\_\_\_\_  
 BIRMINGHAM \_\_\_\_\_  
 DOTHAN \_\_\_\_\_  
 FLORENCE \_\_\_\_\_  
 GADSDEN \_\_\_\_\_  
 HUNTSVILLE \_\_\_\_\_  
 MOBILE \_\_\_\_\_  
 MONTGOMERY \_\_\_\_\_  
 PHENIX CITY \_\_\_\_\_  
 TUSCALOOSA \_\_\_\_\_