

MADISON COUNTY IT DEPARTMENT

P. O. Box 608 Canton, Mississippi 39046 Phone 855-5660
WEB SITE: MADISON-CO.COM E-MAIL: support@madison-co.com

April 9, 2013

To: Board of Supervisors

Subject: Phone system upgrade

The Madison County IT Department is responsible for supporting the infrastructure that supports the day to day operations in the various county departments. This infrastructure includes desktop computers, network equipment, file servers, the AS/400 systems, printers, telephone and voice mail systems, etc.

It is also the responsibility of the IT Department to advise the county administrator and the board on the status of this infrastructure and to keep it updated. In the recent past we have replaced the phone system in Ridgeland, replaced the AS/400 system at the Sheriff's Office, replaced 4 file servers, and replaced several desktop PC's. We are currently working to plan the migration of the AS/400 users and applications in the Chancery building to a new AS/400 system that has already been purchased.

It is now the recommendation of the IT Department that the Avaya phone and voice mail system in the Chancery Building be replaced. This system supports telephony in the Chancery Court Building, the Circuit Court building, old courthouse, DA's office, Youth Services and AOP building, Justice Court, Road Department and the Citizen's Services Agency building on the square. It handles basically all phone and voice mail service for everything except the SO, Ridgeland office and Flora office.

The reason for this recommendation is that this system is over 12 years old. We have had intermittent failure issues on both the phone system and more so the voice mail over the last few months. If there is a hard failure on this system that we cannot recover from, the phone service will be completely down in all of the buildings mentioned above for quite some time.

In addition, the newer systems provide better backup capabilities, easier management interface, better tech support and more features such as voice-mail to email capabilities that current system does not support.

It the request of the IT Department that the county proceed with the upgrade of the telephone and voicemail system as recommended so that the system can be updated in a controlled and carefully planned manner as opposed to waiting until there is a major failure of one or both of these systems.

Thank you in advance for your consideration of this matter.

Duane Thompson

IT Director
Madison County BOS

Purchasing Department
Madison County Board of Supervisors
146 West Center Street
Canton, Mississippi 39046

601-855-5503
hardy@madison-co.com

30 April 2013

District 1 Supervisor John Bell Crosby
District 2 Supervisor Ronny Lott
District 3 Supervisor Gerald Steen
District 4 Supervisor Karl Banks
District 5 Supervisor Paul Griffin

Subject: Approve purchasing telephone system upgrade, lease-purchase financing for same, and authorize board president to execute required lease-purchase documents

Gentlemen:

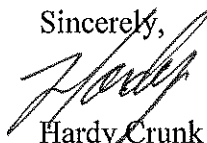
Information Technology Director Duane Thompson is requesting to upgrade the county's aging Avaya telephone system. The total cost of the upgrade, including maintenance for five years is \$209,223.07. Per the attached documents the State Information Technology Department has approved the purchase.

The upgrade can be lease-purchased for 60 months through Trustmark at an interest rate of 1.57 percent. The monthly payment would be approximately \$3,627.99. Sufficient funds are available in this year's payments in IT's budget.

If the board wishes to approve this purchase and the lease-purchase financing the following motions would be required:

1. Approve issuing a purchase order to Carousel to purchase the Avaya telephone upgrade at a total cost of \$209,223.07 per the attached approval from the state IT Department.
2. Award the lease-purchase financing to Trustmark at a rate of 1.57 percent for 60 months.
3. Authorize Board President Gerald Steen to execute the required lease-purchase documents.

Sincerely,



Hardy Crunk
Purchase Clerk

Effective Date 04/02/2013

CP-1 Acquisition Approval Form
Dept. of Information Technology Services

Page: 1

Expiration Date 12/31/2018

3771 Eastwood Dr.

CP-1 20130407

Date Printed 04/05/2013

Jackson, MS 39211

Contract IT20130203

Procurement Type COMPETITIVE PROCUREMENT

(601) 432-8000

Acquisition Method: PURCHASE

This document is your authorization from ITS to purchase the following products and/or services from the vendor listed, at or below the prices itemized. If no vendor is listed, proceed according to ITS exemption instructions or instructions included on the Planned Purchase Approval Letter accompanying this CP-1. This procurement is contingent upon availability of funds and will not become final until the vendor has received your purchase order. Keep this form with your financial records as an audit trail of ITS procurement approval.

For additional information regarding the ITS Procurement Process and CP-1 Approval Documents, refer to the ITS Procurement Handbook, located at <http://www.its.state.ms.us/its/procman.nsf>. The following sections of the Procurement Handbook include information specifically related to CP-1 approvals: 009-025, 013-040, and 013-080.

If you need additional assistance regarding this CP-1, please contact the ITS Procurement Help Desk at 601-432-8166 or e-mail isshelp@its.state.ms.us.

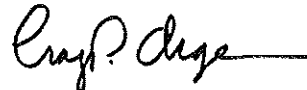
Madison County Board of Supervisors ATTN: Hardy Crunk P O Box 608 Madison, MS 39046 Main Office and Circuit Court	PLACE ORDER TO: V0002109363 CAROUSEL INDUSTRIES 405 FONTAINE PLACE SUITE 103 RIDGELAND MS 39157 ATTN: PLACE ORDER TO MAKE PAYMENT TO: V0002109364 CAROUSEL INDUSTRIES P O BOX 849084 BOSTON MA 02284-9084 ATTN: REMIT TO
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MAX ANNUAL % INCREASE	0.00	CP1 LIFECYCLE LIMIT	209,223.07	NUMBER OF PAYMENTS	1
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The equipment and services will provide for the upgrade of the communications platform serving the Madison County Board of Supervisors. Five years of maintenance for the equipment and software is included.

Prices on this CP1 reflect the discount on hardware given through the Master Purchase Agreement. A Statement of Work has been executed.

APPROVED ITS DATE:04/04/2013



PRODUCTS AND SERVICES PURCHASE DETAILS

QTY	PRODUCTS	EACH NET	EXTENDED NET
	AVAYA COMMUNICATIONS SOLUTION, p/n 185446		
	CM S8500 MODEL UPG, p/n 184244		
	IP TRUNK LICENSE 1 PORT, p/n 165397, qty. 2		
	AVAYA AURATM R10+TO R5 S8500 MIG LIC, p/n 207946		
	IM ASA VAM CLIENT CM LIC ADMIN TOOLS, p/n 212337		
	CC R5 BASIC UPG RFA RELEASE INDICATOR, p/n 212487		
	AVAYA AURATM R5 SE 101-1000LIC UPPCM, p/n 225230		
	qty. 429		
	SAL STDALN GATEWAY LIC R1.5+ DWNLD, p/n 227272		
300	CMM R6 W/ CM R6 SE LIC NEW, p/n 229455	20.30	6,090.00
429	AVAYA AURATM R6 STD ED UPG LIC, p/n 229582	24.36	10,450.44
	AVAYA AURATM RFA TO PLDS CONVERSION, p/n 231820		
	MEDIA ENCRYPTION R5 & PRIOR, p/n 259400		
	MEDIA ENCRYPTION R6+/MBT, p/n 259401		
1	DL360G7 SERVER CM S/D/MBT/SBC, p/n 263764	5,104.00	5,104.00
	R6 LARGE ENT SIMPLX SOL MIG TRACKING, p/n 266528		
	STD ED R6 PRESENCE SERVICES LIC /E, p/n 271152,		
	qty. 429		
	STD ED R6 MGMT SITE ADMIN LIC /E, p/n 271491		

PRODUCTS AND SERVICES PURCHASE DETAILS

QTY	PRODUCTS	EACH NET	EXTENDED NET
1	PWR CORD USA, p/n 405362641	13.34	13.34
	CM MESSAGING R6 MEDIA KIT, p/n 700477094		
1	ADMIN TOOLS R6.0 CD, p/n 700500751	34.50	34.50
	UCE R6 ONE-X COMM R6 SFTW /E, p/n 229191, qty. 15		
	UCE R6 AE SVCS R6 UNFD DSKTP /E, p/n 229193, qty. 15		
15	UCE R6.1 STD W/CM R6 NEW SEAT 1, p/n 263130	34.80	522.00
	UCE R6.X ONE-X CES R6.1 CLIENT /E, p/n 263133, qty. 15		
1	APS NTWK READINESS ASSESSMENT-VENDOR PRV, p/n 272731	0.01	0.01
5	PWR CORD USA, p/n 405362641	13.34	66.70
8	24 PORT LINE PATCH PANEL, p/n 700012909	261.00	2,088.00
2	DS1 LOOPBACK JACK 700A RHS, p/n 700406101	98.60	197.20
2	G450 MP80 W/POWER SUPPLY NON-GSA, p/n 700459456	4,930.00	9,860.00
2	80 CHANNEL DAUGHTERBOARD, p/n 700459472	1,624.00	3,248.00
2	G450 POWER SUPPLY, p/n 700459498	580.00	1,160.00
1	MM711 ANLG MEDIA MODULE - NON GSA, p/n 700466626	928.00	928.00
2	MM710B E1/T1 MEDIA MODULE - NON GSA, p/n 700466634	1,740.00	3,480.00
3	MM716 ANLG MEDIA MOD 24FXS - NON GSA p/n 700466642	1,740.00	5,220.00
1	AVAYA AURATM R5.2.1 NEW SFTW CD, p/n 700476344	58.00	58.00
5	MM717 24PT DCP MEDIA MODULE NON GSA, p/n 700501048	1,763.20	8,816.00
1	DL360G7 SPR PWR SUPP 460WAC, p/n 700501182	435.00	435.00
1	AVAYA AURATM R6.2.1 SFTW DVD, p/n 700504624	29.00	29.00
1	AVAYA AURATM SYS PLATFORM 6.2.2 CD, p/n 700504627	29.00	29.00
1	UTILITY TRIGGER REM GATEWAY NEW SITE, p/n 193806	0.01	0.01
1	APS NTWK READINESS ASSESSMENT-VENDOR PRV p/n 272731	0.01	0.01
2	PWR CORD USA, p/n 405362641	13.34	26.68
4	CABLE ASSY B25A 25FT RHS, p/n 700406416	26.68	106.72
1	G450 MP80 W/POWER SUPPLY NON-GSA, p/n 700459456	4,930.00	4,930.00
1	G450 POWER SUPPLY, p/n 700459498	580.00	580.00
1	USB MODEM USR5637-OEM 56K ROHS 6, p/n 700464506	172.50	172.50
1	MM716 ANLG MEDIA MOD 24FXS - NON GSA, p/n 700466642	1,740.00	1,740.00
3	MM717 24PT DCP MEDIA MODULE NON GSA, p/n 700501048	1,763.20	5,289.60
1	PWR CORD NA 18AWG 10 Amp AC, p/n 700289770	11.52	11.52
20	96XX RPLCMNT LINE CORD, p/n 700383326	7.04	140.80
2	120A CSU CABLE 50FT RHS, p/n 700395445	50.46	100.92
1	ANALOG MUSIC ON HOLD INTF RHS, p/n 700406127	73.66	73.66
1	1151D1 IP PHONE PWR W/CAT5 CBL, p/n 700434897	26.40	26.40
1	909A UNIVERSAL COUPLER AC/DC, p/n 700479637	304.50	304.50
17	IP PHONE 9611G, p/n 700480593	263.90	4,486.30
3	IP PHONE 9641G, p/n 700480627	391.50	1,174.50
1	PAGING UT11 W RACK KIT, p/n 700501237	457.60	457.60
	UPS with 30 Minutes Holdover, p/n 194816		
1	UPS LI RK MT RWR DIST STRIP 1U 120V, p/n 700427149	150.48	150.48
1	UPS ENVIRONMENTAL PROBE, p/n 700434798	160.16	160.16
1	PW9130 1500 120V RACK W /SNMP CARD, p/n 700465305	1,836.56	1,836.56
2	9130 1500 VA EXTENDED BATTERY MODULE, p/n 700465461	879.12	1,758.24

Effective Date 04/02/2013

CP-1 Acquisition Approval Form
Dept. of Information Technology Services

Page: 3

Expiration Date 12/31/2018

3771 Eastwood Dr.

CP-1 **20130407**

Date Printed 04/05/2013

Jackson, MS 39211

Contract **IT20130203**

Procurement Type **COMPETITIVE PROCUREMENT**

(601) 432-8000

Acquisition Method: **PURCHASE**

PRODUCTS AND SERVICES PURCHASE DETAILS

QTY	PRODUCTS	EACH NET	EXTENDED NET
1	UPS LI RK MT RWR DIST STRIP 1U 120V, p/n 700427149	150.48	150.48
1	UPS ENVIRONMENTAL PROBE, p/n 700434798	160.16	160.16
1	PW9130 1000 120V RACK W /SNMP CARD, p/n 700465289	1,419.44	1,419.44
1	9130 1000 VA EXTENDED BATTERY MODULE, p/n 700465453	756.80	756.80
	ADDITIONAL PRODUCTS CATALOG, p/n 212365		
1	ECAS INSTALL ON-SITE 1ST DAY ZONE 2, p/n 407349281	2,200.00	2,200.00
1	ECAS DATABASE PREP/OTHER TO 250 EXT p/n 407349307	255.20	255.20
2	eCAS SFTW ADD 50 EXTENSIONS LIC:CU, p/n 700203615	255.20	510.40
1	ECAS SFTW INCL 5-SITES&RSP 250 LIC, p/n 700423353	2,706.00	2,706.00
3	9600 SBM24 BUTTON MOD GRY, p/n 700462518	124.70	374.10
1	Wireless Headset	350.00	350.00
1	Installation	50,731.25	50,731.25
1	VoIP Enterprise Readiness Assessment	4,500.00	4,500.00
1	System Administrator Training, 1 week Mutare - Voice Mail to Email	1,500.00	1,500.00
1	EVM Plus Enterprise, first message server base . charge. One time charge, p/n 1000	9,000.00	9,000.00
1	One time software installation on customer server, setup, configuration, and training, p/n 4003	1,000.00	1,000.00
1	Mutare Server (Includes 3 Year Warranty), p/n 644305471	9,000.00	9,000.00
	Support Advantage and Maintenance SA CM MODEL, p/n 232253		
5	SA ESS C/D CMM R6 W/ CM R6 SE 1YPP, p/n 240904J (qty. 300 x \$3.24/year)	972.00	4,860.00
5	SA ESS C/D UCE R6 STD /W CM R6 1YPP, p/n 242179J (qty. 15 x \$2.52/year)	37.80	189.00
5	UPG ADV UCE R6 STD /W CM R6 1YPP, p/n 249464 (qty. 15 x \$3.13/year)	46.98	234.90
5	SA ESS C/D AURATMR6 SE 101-1K U1 1YPP, p/n 256985J (qty. 429 x \$6.00/year)	2,574.00	12,870.00
	SA CM MODEL, p/n 232253		
	SA ESS C/D TRKG REMOTE SITE AV AURATM R6, p/n 256432		
	Mutare EVM Plus Annual User Licence, p/n 1003A (100 users x 5 years)		6,000.00
	CI Maintenance (24x7 Switch and Terminal Coverage) (5 years)		16,486.99
	Veramark Call Accounting Support - 5 Years		2,612.00

TOTAL

ONETIME

209,223.07

COMMODITY CODES -- 61902000000, 61921000000, 63421000000

DISTRIBUTION TO

PRNO PJC00-40471-1	ATHY DIRECTOR APRV	REPLACEMENT NEW	RFP No(s) 3611
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Effective Date 04/02/2013
Expiration Date 12/31/2018
Date Printed 04/05/2013
Procurement Type COMPETITIVE PROCUREMENT

CP-1 Acquisition Approval Form
Dept. of Information Technology Services
3771 Eastwood Dr.
Jackson, MS 39211
(601) 432-8000

CP-1 **20130407**
Contract **IT20130203**
Acquisition Method: PURCHASE

CP-1 LIFECYCLE REPORT

Product/Services
Avaya Equipment, Installation, and Five Years of Support and Maintenance

Payment frequency ONETIME
Max Annual % Increase 0.00

	YEAR	PERIOD	PAYMENT AMOUNT	# PMTS	TOTAL FOR YEAR
Total	1	04/02/2013	209,223.07	1	209,223.07

Scope of Work

Project 40471

Client Name/Location Madison County Board of Supervisors	Prepared by Jimmy Featherston	Date prepared 3-26-13
Project Description Madison County Board of Supervisors - Upgrade from CM1 to CM6. Install (1) DL360G7 Media Server; Replace SCC Cabinets with (2) G450 Gateways; (20) IP Telephone Sets (Installed by CI); (3) SBM 24 Expansion Module; Reuse All Sets & SNT; New CM Messaging; Implement Embedded SAL; MOH Interface; Paging Interface; 909 Universal Coupler & 1500VA UPS Circuit Court - Install (1) G450/S8300D/LSP (replacing SCC EPN); Reuse (47) Digital Telephone Sets; Install 1000VA UPS; Reuse Analog Devices		

This Scope of Work describes the services to be performed by Carousel Industries. The Services are intended to provide Madison County Board of Supervisors with the implementation, configuration, training, and support for certain hardware and/or software products as follows:

1 Overview

This project is for installation of a DL360 server running CM6.2 at the Madison County Board of Supervisors building with (2) G450 Gateways equipped with (2) T1s, (1) 8 Port Analog, (3) 24 Port Analog and (5) 24 Port Digital Line Media Modules. There will be (429) Aura User, (300) CMM, and (15) UCE licenses activated, and (3) 9641G and (17) 9608 IP sets will be installed. Messaging services for (300) RTU will be provided by the embedded Communications Manager Messaging. A (1.5) KVA UPS & a 1.0 KVA UPS will be installed. The SAL that comes with the System platform will be for connectivity to Avaya. A VoIP readiness assessment will be performed. A server for Mutare - Voice Mail to Email services will be installed. Lastly, a Paging Interface and an Analog Music-on-Hold Interface will be installed.

At the Circuit Court building, Carousel will install (1) G450 Gateway with (1) 24 Port Analog and (3) 24 Port Digital Line Media Modules and a 1000VA UPS. Existing Digital and Analog Phones will be reused.

Carousel will install the Server and Gateways and register with Avaya and test.

The price for the services provided in this SOW is \$55,231.25, which includes a VoIP Network Readiness Assessment for \$4,500.00.

2 Description of Services

Carousel Industries will perform the following services and activities described below. These services, activities, and responsibilities characterize the full set of installation deliverables for this project, thus constitutes a working agreement between Carousel Industries and Madison County Board of Supervisors.

- 2.1 This quote is for a single site project as described in this scope-of-work. Only adjuncts and applications listed in the above Overview will be supported. Any not listed that require Carousel services will be chargeable via Change Order.

This scope-of-work lists major components. The list of material is included at the end of this document. All non-disruptive installation labor will be done during business hours. Cutover is normally M-F starting after business hours, assumed to be 5-7 PM. There will be an out of



service period and the Project Manager and lead Platform Technician will work with the customer to minimize and identify the duration. The customer is responsible for developing the emergency communications plan during outages.

- 2.2 **Costs and project descriptions quoted are preliminary pending on-site survey findings. A site survey is included for up to 4 hours. Site surveys can determine added area of cost exposure (especially wiring) and eliminate unexpected conditions that can derail a project. Pricing assumes free access to all sites. If security or physical conditions impede normally expected access, additional technician time may apply via Change Order. Any access delays that result in rescheduling may incur added technician rescheduling costs.**
- 2.3 **A Software Specialist will upload all translations and process them using Provision, which will format them for downloading for the G450 migration. This event will also mark the software freeze date. Any programming changes made after this will not be in the upgraded software and the customer will be responsible for reprogramming the changes after upgrade. If merging causes significant dial plan conflict resulting in a need for reprogramming, there may be added Software Specialist costs. Any required physical change of designation strips on phones will be at added cost.**
- 2.4 **The technician may require internet access to Avaya while on-site in the event firmware downloads and updates are required.**
- 2.5 **Exact scheduling will be determined with the customer but the install will be done during a continuous period until completed. Changes to or delay of this schedule (once determined) may result in additional labor costs and Project Management time added via Change Order. The Carousel Industries Project Team will develop precise milestones for the installation, testing and cutover plan. The technician will develop the discrete daily schedule when on site with the customer. The customer is advised that there will be an out-of service period and should develop an emergency communications plan. The PM will schedule all resources (Technician, Software Specialist, Trainer, etc.) during the initial project planning phase. Any subsequent change of critical milestone dates or in-service date may result in unavailability of resources.**
- 2.6 **The PM will provide equipment installation specifications (space, power and grounding) and the customer will be responsible for assuring the space is ready. Grounding is a critical item and should be verified by the customer's electrical staff. Improper grounding can stop a cutover and make troubleshooting impossible until rectified. Also, the site will be inspected for determination of connectivity to the wall field via patch cords & patch panels, 110 wall-field hardware with 110 I/O cable or the reuse the existing hardware can be reused, to ensure the correct components are being ordered. If these are being reused, verification is needed to ensure they meet required specifications. If there are price changes associated, they will be addressed via a Change Order. Any site not ready issues that cause additional cost due to resource rescheduling and management may be chargeable via Change Order. The customer is responsible for station wiring and providing a 19" 4-post data rack.**
- 2.7 **Carousel Industries will be responsible for hardware (Server, Gateway, Circuit Pack and Media Module) configuration, licensing, burn-in testing, firmware updates and IP Address administration during the lab equipment preparation phase. For server upgrades, existing IP Addresses will be used. Carousel will require that all IP Address assignments be completed and provided on provided IP Address worksheets prior to equipment prep. This is a critical milestone that can affect the project timeline.**

- 2.8 End User Knowledge Transfer is included (phone and/or voice mail user training for users and agents) and provided in minimum 8 hour business day blocks. (2) Days of on-site training is included. Set use and voice mail training classes last approximately 90 minutes and 60 minutes for set only training. Schedules will be planned with the trainer and customer. If a classroom is required, an appropriate number of customer sets would be installed for training. The customer is responsible for providing CAT3 or CAT5 jacks to support these sets. System administrator training can be provided remotely or on-site. (4) hours of on-site System Administrator training is included providing basic Move, Add, and Change skill development. A System Administrator Training class has been included which will be held at Carousel University in Exeter, RI. (3) Day formal classroom training sessions are available for the following: Communications Manager Basic Training, Communications Manager Intermediate Training, Modular Messaging Administrator Training and Modular Messaging Exchange Training. Contact your Account Team for pricing and class scheduling.
- 2.9 There will not be any changes to the existing T1 circuits and CO lines.
- 2.10 Software Specialist, Project Manager, Unified Communications Engineer and Data Engineer activities are remote. All technician activity is on site. The Carousel Industries Project Manager will provide a final Scope of Work and milestones prior to installation. The PM will also provide pre-registration with Avaya and schedule and coordinate installation. The PM will conduct periodic status and planning conference calls. Project Management time is included for internal and external activities. Added requirements can result in more hours being needed, which may be chargeable via Change Order.
- 2.11 Core craft level passwords and any SAL Access are required. If they are unavailable, the PM will work with customer to re-administer with Avaya. An added cost via Change Order may be required for this.
- 2.12 1st Day of Business support will be provided by the Platform Technician for up to (8) hours.
- 2.13 Carousel Industries will install and test all phones. Floor plans are required for set placement. They should be marked with user name, extension and wire identification. Cut sheets showing User Name, Extension, Set type, Jack/IDF Pair and location are required for cross-wiring existing digital or analog sets. Lack of or inaccuracy can result in added labor costs which are chargeable via Change Order. No wiring tone, test or tag is included in the price. If required, it would be chargeable via Change Order. SIP Sets must be Avaya approved for operation with Communications Manager. If not, there may be added costs for lab set testing by Carousel and use if these sets may be permissive.
- 2.14 Carousel Industries is required to perform a VoIP Readiness Assessment services to assist the customer with determining if the LAN/WAN network is delivering the required network characteristics to support VoIP and control requirements for IP Set deployment and WAN remote endpoint control. Carousel will require completion of IP Address assignment documents and VLAN/QOS set up for system re-installation. IP Addresses will be required during the equipment prep programming phase. The VoIP Readiness Assessment is performed by loading Net Ally clients on customer PCs. An assessment normally runs 3-4 days. When successful, a performance report is provided to the customer. Testing requires LAN/WAN access and the customer must ensure access and resolve any firewall issues that could prevent the assessment from running correctly. If multiple site connectivity is required, these will be run from all remote locations to the Main site when the WAN circuits are available for testing. This is a critical item and must be done in advance of system installation and cutover. Up to 4 hours of Data Engineering consulting time is included. Additional time can be added by change Order.



- 2.15 Carousel Industries will use industry standard interfaces for paging and music-on-hold. If there are operational problems for their connectivity and operation, the customer may be required to have adjunct technical assistance at their own cost.

Carousel Industries will attempt to re-use the existing paging system in-place today. Due to the age of the equipment and the extensive investigation required to trace the physical connections, it may not be possible to get the system to work as it does today. Carousel will make the best possible effort to successfully implement the paging system. We have allocated 8 hours of technician time to tracing the cables and connections for connectivity to the paging system. Any additional time and materials required may be billable via change order.

3 Project Management

Carousel Industries will designate a Project Manager to be responsible for overseeing the project. The CI Project Manager will be the single point of contact (SPOC) for all issues related to system implementation. The SPOC will direct implementation to support installation and the scheduled in-service date.

The Carousel Industries project manager will:

- Conduct formal project meetings to set mutual expectations regarding the implementation of the new communications system and its adjuncts.
- Create and maintain project plan and milestone schedule.
- Provide environmental specifications to Customer.
- Coordinate equipment delivery and inventory management
- Manage change request process.
- Schedule resources.
- Conduct routine project status meetings.
- Jointly develop test plans with customer
- Conduct project closure meeting.

4 Final Deliverables

Carousel Industries will provide client with the following deliverables:

- Provide a Project Manager to act as the customer's Single Point of Contact for the project
- A detailed project plan outlining a formal communication plan and milestones
- Provide a weekly project status report
- Provide a formal change control process and document for any additional work required outside this scope of work
- A detailed document outlining the minimum environmental conditions necessary to support the new Communications Manager solution
- Provide a cutover test plan
- A Project Binder providing important data regarding the management and support of the solution

5 Customer Responsibilities

Customer will be responsible for the following:

- Designate a single point of contact for the Carousel Industries Project Manager to work with on the project
- Provide access to site and equipment as appropriate

- Customer provided cable plant and wall field, with properly labeled, toned and tested cable runs.
- Floor plans are required for set placement and identification of existing analog sets. They should be marked with user name, extension and wire identification. Cut sheets showing User Name, Extension, Set type, Jack/IDF Pair and location are required for cross-wiring existing analog sets. Lack of or inaccuracy of either can result in added labor costs which are chargeable via Change Order.
- Provide environmentals that meet or exceed manufacturer specified conditions
- Client will be responsible for recording any announcements.
- Customer to actively participate in execution of test plan.
- Meet all project deliverables on time to keep project on-track
- Provide required information for Carousel Industries engineers to perform the installation
- Provide LAN information necessary, Ethernet ports, IP Addresses and other network information for successful integration of the solution into existing network if applicable
- Customer is responsible for disposition of any disconnected equipment and telephones, unless removal or trade-in is specifically negotiated as part of the contract
- Customer is responsible for station wiring and data rack space.
- Customer will be responsible for any network provisioning and coordination of circuit in-service/testing date/time and procedures
- Tested building ground must be provided.
- Customer will provide data rack space for installation of the server/gateway equipment
- If new network facilities will be installed, any delay of network services or site readiness that effects required labor hours may result in a change order for additional technician hours, if required.

6 Project Control

To effectively determine the degree to which the project plan is being met, the Carousel Industries Project Manager will follow a plan to control and manage Madison County Board of Supervisors's project through a communication plan, change control, and variance management.

As part of the communication plan the Carousel Industries PM and Madison County Board of Supervisors will jointly establish the time and frequency for status meetings (or conference calls), document meeting results, and distribute meeting notes, including action items. For effective scheduling and cost control, progress measurements will start as the project begins and continually utilized throughout to measure the performance of the project. The project roadmap provides a baseline from which to judge progress, comparing planned activities, in-progress activities, and the actual completion of those activities. The PM will identify variances to plan and take action to correct or limit its impact on the project.

The Carousel Industries PM will utilize a change control strategy to identify and document changes to the original scope. The PM will screen and assess the impact of the change on the project timelines, obtain client approval, implement the change if required, and maintain a log of all change requests and their treatment. Any agreed to changes will be reflected in the project plan.



Signatory Acceptance Sheet

Carousel will accept this SOW upon receipt of Customer's signature on this SOW along with a purchase order for the Services and the estimated travel and living expenses set forth in pricing section if applicable.

By signing this SOW customer accepts this SOW as a binding agreement with Carousel and agrees to abide by and accept the terms and conditions set forth herein.

Should there be any conflict between the Master Agreement executed between the State of Mississippi and Carousel Industries on May 2, 2011 and this Statement of Work, the Master Agreement shall prevail.

State of Mississippi, Department of Information
Technology Services, on behalf of Madison
County Board of Supervisors

By: 
Authorized Signature

Printed Name: Craig P. Orgeron, Ph.D.

Title: Executive Director

Date: 7/29/13

Carousel Industries, Inc.

By: 
Authorized Signature

Printed Name: Jean Elaine Ellis

Title: Account Manager

Date: 3-27-13

Attachment A – Equipment / Product List

Product Code	Qty	Description
185448		AVAYA COMMUNICATIONS SOLUTION
184244	1	CM S8500 MODEL UPG
185397	2	IP TRUNK LICENSE 1 PORT
207948	1	AVAYA AURATM R10+TO R5 S8500 MIG LIC
212337	1	IM ASA VAM CLIENT CM LIC ADMIN TOOLS
212487	1	CC R5 BASIC UPG RFA RELEASE INDICATOR
225230	429	AVAYA AURATM R5 SE 101-1000LIC UPPCM
227272	1	SAL STDALN GATEWAY LIC R1.5+ DWNLD
229458	300	CMM R6 W/ CM R6 SE LIC NEW
229682	429	AVAYA AURATM R6 STD ED UPG LIC
231820	1	AVAYA AURATM RFA TO PLDS CONVERSION
259400	1	MEDIA ENCRYPTION R5 & PRIOR
259401	1	MEDIA ENCRYPTION R6+MBT
283764	1	DL360G7 SERVER CM S/D/MBT/SBC
286628	1	R6 LARGE ENT SIMPLX SOL MIG TRACKING
271152	429	STD ED R6 PRESENCE SERVICES LIC /E
271491	1	STD ED R6 MGMT SITE ADMIN LIC /E
405382841	1	PWR CORD USA
700477094	1	CM MESSAGING R6 MEDIA KIT
700500751	1	ADMIN TOOLS R6.0 CD
229191	15	UCE R6 ONE-X COMM R6 SFTW /E
229193	15	UCE R6 AE SVCS R6 UNFD DSKTP /E
283130	15	UCE R6.1 STD W/CM R6 NEW SEAT 1
283133	15	UCE R6.X ONE-X CES R6.1 CLIENT /E
272731	1	APS NTWK READINESS ASSESSMENT-VENDOR
405382841	5	PWR CORD USA
700012909	8	24 PORT LINE PATCH PANEL
700408101	2	DS1 LOOPBACK JACK 700A RHS
700459458	2	G450 MP80 W/POWER SUPPLY NON-GSA
700459472	2	80 CHANNEL DAUGHTERBOARD
700459498	2	G450 POWER SUPPLY
700486828	1	MM711 ANLG MEDIA MODULE - NON GSA
700486834	2	MM710B E1/T1 MEDIA MODULE - NON GSA
700486842	3	MM716 ANLG MEDIA MOD 24FXS - NON GSA
700478344	1	AVAYA AURATM R5.2.1 NEW SFTW CD
700501048	5	MM717 24PT DCP MEDIA MODULE NON GSA
700501182	1	DL360G7 SPR PWR SUPP 460WAC
700504824	1	AVAYA AURATM R6.2.1 SFTW DVD
700504827	1	AVAYA AURATM SYS PLATFORM 6.2.2 CD
193808	1	UTILITY TRIGGER REM GATEWAY NEW SITE
272731	1	APS NTWK READINESS ASSESSMENT-VENDOR
405382841	2	PWR CORD USA
700408416	4	CABLE ASSY B25A 25FT RHS

700469456	1	G450 MP80 W/POWER SUPPLY NON-GSA
700469498	1	G450 POWER SUPPLY
700464606	1	USB MODEM USR6637-OEM 56K ROHS 6
700468642	1	MM716 ANLG MEDIA MOD 24FXS - NON GSA
700501048	3	MM717 24PT DCP MEDIA MODULE NON GSA
700289770	1	PWR CORD NA 18AWG 10 Amp AC
700383326	20	96XX RPLCMNT LINE CORD
700395445	2	120A CSU CABLE 60FT RHS
700406127	1	ANALOG MUSIC ON HOLD INTF RHS
700434897	1	1151D1 IP PHONE PWR W/CAT5 CBL
700479637	1	909A UNIVERSAL COUPLER AC/DC
700480593	17	IP PHONE 9611G
700480627	3	IP PHONE 9641G
700501237	1	PAGING UT11 W RACK KIT
184816	1	UPS with 30 Minutes Holdover
700427149	1	UPS LI RK MT RWR DIST STRIP 1U 120V
700434798	1	UPS ENVIRONMENTAL PROBE
700465305	1	PW9130 1500 120V RACK W /SNMP CARD
700465461	2	9130 1500 VA EXTENDED BATTERY MODULE
700427149	1	UPS LI RK MT RWR DIST STRIP 1U 120V
700434798	1	UPS ENVIRONMENTAL PROBE
700465289	1	PW9130 1000 120V RACK W /SNMP CARD
700465453	1	9130 1000 VA EXTENDED BATTERY MODULE
212366	1	ADDITIONAL PRODUCTS CATALOG
407349281	1	ECAS INSTALL ON-SITE 1ST DAY ZONE 2
407349307	1	ECAS DATABASE PREP/OTHER TO 250 EXT
700203615	2	eCAS SFTW ADD 50 EXTENSIONS LIC:CU
700423353	1	ECAS SFTW INCL 5-SITES&RSP 250 LIC
700462518	1	9600 SBM24 BUTTON MOD GRY
700462518	2	9600 SBM24 BUTTON MOD GRY Wireless Headset

1000	1	Mutare - Voice Mail to Email EVM Plus Enterprise, first message server base charge.
4003	1000	One-time software installation on customer server, setup, configuration and training
644305471	1	Mutare Server (includes 3 Year Warranty)

Hardy Crunk

From: Joan Middleton <JMiddleton@trustmark.com> on behalf of Sam Smith-Vaniz <SSmith-Vaniz@trustmark.com>
Sent: Tuesday, April 23, 2013 4:47 PM
To: hardy@madison-co.com
Subject: Re: Lease purchase payment amount?

Hardy,

The payment on the phone upgrade in the amount of \$209,223.07 for 60 months @ 1.57%, would be approximately \$3,627.99.

Sam P. Smith-Vaniz
Trustmark Bank
P.O.Box 409
Canton, Ms. 39046
Ph. 601-859-0201
Cell 601-955-9932
Fax 601-859-4746
ssmith-vaniz@trustmark.com

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From: "Hardy Crunk" <hardy@madison-co.com>
To: "'Sam Smith-Vaniz'" <SSmith-Vaniz@trustmark.com>
Date: 04/23/2013 11:36 AM
Subject: Lease purchase payment amount?

Sam,

What would the approximate monthly payment be on the \$208,223.07 phone upgrade. It is for 60 months.

Thanks,
Hardy

Hardy Crunk

From: Sam Smith-Vaniz <SSmith-Vaniz@trustmark.com>
Sent: Tuesday, April 09, 2013 9:44 AM
To: hardy@madison-co.com
Subject: Re: Madison County Lease-Purchase Quote Request
Attachments: CP1 20130407.pdf

Hardy our bid on the 60 month lease purchase for \$209,223.07 will be 1.57% based on a bank qualified tax exempt rate. We will need an attorneys opinion stating that this debt qualifies for the **bank qualifies tax exempt rate**.

Sam P. Smith-Vaniz
Trustmark Bank
P.O.Box 409
Canton, Ms. 39046
Ph. 601-859-0201
Cell 601-955-9932
Fax 601-859-4746
ssmith-vaniz@trustmark.com

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✓ "Hardy Crunk" ---04/08/2013 08:41:25 AM---Madison County is seeking lease-purchase quotes to finance \$209,223.07 for 60 months for the turn-ke

From: "Hardy Crunk" <hardy@madison-co.com>
To: "King, Jonathan" <Jonathan.King@hancockbank.com>, <RJACKSON@MFBANK.COM>, "Sam Smith-Vaniz" <SSmith-Vaniz@trustmark.com>, "Lee, Bob" <blee@bxsequimentfinance.com>, <sjohnson@bxsequimentfinance.com>
Date: 04/08/2013 08:41 AM
Subject: Madison County Lease-Purchase Quote Request

Madison County is seeking lease-purchase quotes to finance \$209,223.07 for 60 months for the turn-key purchase, installation, and five-year maintenance of an upgraded Avaya telephone system per the attached CP-1 Acquisition Approval from the Mississippi Department of Information Technology. The financing will be bank-qualified tax exempt.

Please send you quote via return email by 10 A.M. on Thursday, April 11, 2013.

Thanks you,
Hardy

Hardy Crunk
Purchase Clerk
Madison County, Mississippi

Hardy Crunk

From: Lee, Bob <blee@bxsef.com>
Sent: Wednesday, April 10, 2013 2:41 PM
To: Hardy Crunk
Subject: RE: Madison County Lease-Purchase Quote Request
Attachments: [Untitled].pdf

Attached is the proposal you requested.

Thank you.

Bob Lee, VP
Municipal Finance Manager
BancorpSouth Equipment Finance
P. O. Box 15097
Hattiesburg, MS 39404-5097
Ph 601-544-3252
Ph 800-222-1610
Fax 601-545-1830



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From: Hardy Crunk [<mailto:hardy@madison-co.com>]
Sent: Monday, April 08, 2013 8:43 AM
To: King, Jonathan; RJACKSON@MFBANK.COM; 'Sam Smith-Vaniz'; Lee, Bob; Johnson, Stephanie L.
Subject: Madison County Lease-Purchase Quote Request

Madison County is seeking lease-purchase quotes to finance \$209,223.07 for 60 months for the turn-key purchase, installation, and five-year maintenance of an upgraded Avaya telephone system per the attached CP-1 Acquisition Approval from the Mississippi Department of Information Technology. The financing will be bank-qualified tax exempt.

Please send you quote via return email by 10 A.M. on Thursday, April 11, 2013.

Thanks you,
Hardy

Hardy Crunk
Purchase Clerk
Madison County, Mississippi
601-397-0360
hardy@madison-co.com



BancorpSouth
Equipment Finance

4/10/2013

Sent via: hardy@madison-co.com

Madison County
146 West Center Street
Canton, MS 39406

It is a pleasure to submit for your consideration the following proposal to provide lease-purchase financing based on the terms and conditions set forth below:

1. Lessor: BancorpSouth Equipment Finance, a division of BancorpSouth Bank
2. Lessee: Madison County
3. Equipment Description: Avaya Telephone System
4. Equipment Cost: \$209,233.07
5. Lease Term: 5 Years
6. Lease Payments: (These are approximate payment amounts. The actual payment will be determined at funding date.)
60 Monthly payments of \$3,632.99
Payments in arrears
7. Lease Rate: 1.625%
8. Funding Date: This proposal is contingent upon the equipment being delivered and the lease funded prior to 6/30/2013. If the equipment is not delivered and the lease funded prior to 6/30/2013, this proposal is null and void. Any extension of the funding date must be in writing.
9. Purchase Option: Title is passed to Lessee at lease expiration for no further consideration.

10. Non-appropriation/Termination: The lease provides that Lessee is to make reasonable efforts to obtain funds to satisfy the obligation in each fiscal year. However, the lease may be terminated without penalty in the event of non-appropriation. In such event, the Lessee agrees to provide an attorney's opinion confirming the events of non-appropriation and Lessee's exercise of diligence to obtain funds.

11. Bank Qualification: This lease-purchase financing shall be designated as a bank qualified tax-exempt transaction as per the 1986 Federal Tax Bill. This means that the Lessee's governing body will pass a resolution stating that it does not anticipate issuing more than \$10 million in General Obligation debt or other debt falling under the Tax Bill's definition of qualifying debt during the calendar year that the lease is funded.

12. Tax Status: This proposal is subject to the Lessee being qualified as a governmental entity or "political subdivision" within the meaning of Section 103(a) of the Internal Revenue Code of 1954 as amended, within the meaning of said Section. Lessee agrees to cooperate with Lessor in providing evidence as deemed necessary or desirable by Lessor to substantiate such tax status.

13. Net Lease: This will be a net lease transaction whereby maintenance, insurance, taxes (if applicable), compliance with laws and similar expenses shall be borne by Lessee.

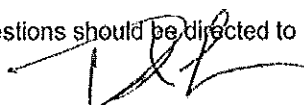
14. Financial Statements: Complete and current financial statements must be submitted to Lessor for review and approval of Lessee creditworthiness.

15. Lease Documentation: This equipment lease-purchase package is subject to the mutual acceptance of lease-purchase documentation within a reasonable time period, otherwise payments will be subject to market change.

If the foregoing is acceptable, please so indicate by signing this letter in the space provided below and returning it to BancorpSouth Equipment Finance. **The proposal is subject to approval by BancorpSouth Equipment Finance's Credit Committee and to mutually acceptable terms, conditions and documentation.**

This proposal expires as of the close of business on 5/15/2013. Extensions must be approved by the undersigned.

Any concerns or questions should be directed to Bob Lee at 1-800-222-1610.



Bob Lee
Municipal Finance Manager

ACKNOWLEDGMENT AND ACCEPTANCE

By: _____
Title

Date: _____

Hardy Crunk

From: King, Jonathan <Jonathan.King@hancockbank.com>
Sent: Wednesday, April 10, 2013 9:34 AM
To: Hardy Crunk
Subject: Bid
Attachments: do_no_reply@hancockbank.com_20130410_083804.pdf

Hardy,
Here you go. Thanks,

Jonathan King
Municipal Leasing Representative
Assistant Vice President
Hancock Bank
P.O. Box 4019
Gulfport, MS. 39502
Phone#228-563-5709 (ext. 85709)
Cell #228-236-6907
Fax #228-563-5721

-----Original Message-----

From: do_no_reply@hancockbank.com [mailto:do_no_reply@hancockbank.com] On Behalf Of do_no_reply@
Sent: Wednesday, April 10, 2013 8:38 AM
To: King, Jonathan
Subject: Scanned image from MX-4100N

Reply to: do_no_reply@hancockbank.com <do_no_reply@hancockbank.com> Device Name: Not Set Device Model: MX-4100N
Location: Not Set

File Format: PDF (Medium)
Resolution: 200dpi x 200dpi

Attached file is scanned image in PDF format.

Use Acrobat(R)Reader(R) or Adobe(R)Reader(R) of Adobe Systems Incorporated to view the document.

Adobe(R)Reader(R) can be downloaded from the following URL:

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VIA E-MAIL

April 10, 2013

Board of Supervisors
Madison County, Mississippi
C/o Mr. Hardy Crunk

Re: Lease Purchase Financing – One (1) New Telephone System

Gentlemen:

We understand that Madison County, Mississippi is considering lease-purchase financing for a One (1) New Telephone System (hereinafter the "Equipment") under the authority of Sec. 31-7-13(e) of the Miss. Code of 1972, as amended. The Equipment has a total cost of \$209,223.07 and 100% of the cost will be lease-purchase financed.

The rates provided below assumes that the debt will be designated as "bank-qualified" tax exempt within the meaning of Sec. 265(b)(3) of the Internal Revenue Code of 1986, as amended. If it is determined that the County is ineligible to issue bank-qualified debt this calendar year, different rates will apply.*

<u>Amount Financed:</u>	<u>Terms**:</u>	<u>Rate:</u>
\$209,223.07	60 monthly payments @ \$3,688.30 per month	2.23%

* Determination of taxability would be the responsibility of the County's legal counsel.

** The County will certify that the Equipment will not be replaced by other equipment, performing the same or similar functions, until the term of the financing option expires.



Madison County, Mississippi
Page 2


This proposal assumes compliance by the County with applicable state and federal law governing borrowings by political subdivisions. In addition, normal Bank credit approval requirements for lending to these types of entities would apply. Credit approval includes approval of both the manufacturer and vendor of the Equipment to be purchased. Necessary documentation would include, but not be limited to, a legal and tax opinion from issuer's legal counsel. Liability and physical damage insurance would be required with Hancock Bank being shown as the additional insured and/or loss payee as its interest may appear.

This proposal is good if accepted within 30 days and the obligation is funded within 60 days of the date of this letter.

Thank you for considering Hancock Bank for your Governmental Leasing needs!

Sincerely,

HANCOCK BANK


Jonathan King
Government Leasing
Public Finance Department