




PURCHASING DEPARTMENT

Madison County Board of Supervisors
146 West Center Street
Canton, MS 39046 / 601-855-5534
keshha.buckner@madison-co.com

July 15, 2019

To: Board of Supervisors
From: Keshha Buckner, Purchasing Clerk 
Subject: Authority to Purchase Desktop Computers for Sheriff

Madison County Sheriff Randy Tucker has requested purchase of 75 OptiPlex 5060 Desktop computers using State Contract procedures. The State Contract # is EPL 40731041-3760, as negotiated by the Department of Information Technology Services.

Please consider authorization of this purchase using the State Contract pricing for Metrix Solutions in the amount of \$58,335.00, which are attached.

Attachments: Quote from Metrix Solutions
Quote from DellEMC



We have prepared a quote for you

Desktops for Sheriff Office - 2019-7-9

Quote # 040835
Version 1

Prepared for:

Madison County

Ed Henry
Ed.Henry@madison-co.com

Products

Item	Description	Price	Qty	Ext. Price
EPL	<p>Items Quoted from IT Hardware EPL 3760 EPL Contract #: 40731041-3760</p> <p>Items Quoted from IT Hardware EPL 3760 EPL Contract #: 40731041-3760</p>	\$0.00	1	\$0.00
210-AOTS	<p>OptiPlex 5060 MT XCTO</p> <p>338-BNZU - Intel Core i5-8500 (6 Cores/9MB/6T/up to 4.1GHz/65W); supports Windows 10/Linux 619-AHKN - Win 10 Pro 64 English, French, Spanish 630-AAPK - No Productivity Software 370-AEBK - 8GB 1X8GB DDR4 2666MHz UDIMM Non-ECC 401-AANH - No Additional Hard Drive 490-BBFG - Intel Integrated Graphics, Dell OptiPlex 400-AWFO - 3.5" 500GB 7200rpm SATA Hard Disk Drive 325-BCXM - DVD+/-RW Bezel 429-ABFH - 8x DVD+/-RW 9.5mm Optical Disk Drive 379-BBHM - No Media Card Reader 555-BBFO - No Wireless LAN Card 340-AFMQ - No Wireless Driver 492-BBFF - No PCIe add-in card 329-BDRH - OptiPlex 5060 Tower with 260W up to 92% efficient Power Supply (80Plus Platinum) 580-ADJC - Black Dell KB216 Wired Multi-Media Keyboard English 275-BBBW - Black Dell MS116 Wired Mouse 325-BCZQ - No Cable Cover 379-BBCY - No Additional Cable Requested 817-BBBC - Not selected in this configuration 575-BBBI - No Integrated Stand option 525-BBCL - SupportAssist 640-BBLW - Dell(TM) Digital Delivery Cirrus Client 658-BBMR - Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps) 658-BBRB - Waves Maxx Audio 658-BCUV - Dell Developed Recovery Environment 658-BDVO - Software for OptPlex Systems 620-AALW - OS-Windows Media Not Included 387-BBLW - Energy Star 817-BBBB - No FGA 461-AAEF - Chassis Intrusion Switch Tower 650-AAAM - No Anti-Virus Software 658-BBTV - CMS Essentials DVD no Media</p>	\$777.80	75	\$58,335.00

Products

Item	Description	Price	Qty	Ext. Price
	329-BBJL - TPM Enabled			
	450-AAOJ - System Power Cord (Philipine/TH/US)			
	551-BBBJ - No Intel Responsive			
	389-CGBB - Intel(R) Core(TM) i5 Processor Label			
	389-BCGW - No UPC Label			
	340-AGIK - Safety/Environment and Regulatory Guide (English/French Multilanguage)			
	461-AABF - No CompuTrace			
	332-1286 - US Order			
	340-CDZG - Documentation, English, Spanish, Dell OptiPlex 5060			
	429-ABGY - No External ODD			
	389-CXHR - MT: EPA Regulatory LBL for Mexico			
	340-CDWT - Ship Material for OptiPlex Tower			
	389-BBUU - Shipping Label for DAO			
	631-ABRK - Intel Standard Manageability			
	492-BCKH - No Additional Video Ports			
	800-BBIO - Desktop BTO Standard shipment			
	804-9043 - Dell Limited Hardware Warranty Plus Service			
	804-9044 - Onsite/In-Home Service After Remote Diagnosis 3 Years			
	984-0092 - Keep Your Hard Drive, 3 Year			

Subtotal: **\$58,335.00**

Shipping

Item	Description	Price	Qty	Ext. Price
Shipping		\$375.00	1	\$375.00

Subtotal: **\$375.00**

190 E Capitol Street, Suite 175
Jackson, MS 39201
www.metrixsolutions.com
1 (888) 974-5386



Desktops for Sheriff Office - 2019-7-9

Prepared by:

Metrix Solutions

Patty Grim

865-293-0049

Fax 601-510-9718

pattygrim@pileum.com

Prepared for:

Madison County

146 West Center Street

Canton, MS 39046

Ed Henry

Ed.Henry@madison-co.com

(601) 855-5504

Quote Information:

Quote #: 040835

Version: 1

Delivery Date: 07/10/2019

Expiration Date: 08/08/2019

Quote Summary

Description	Amount
Products	\$58,335.00

Subtotal: **\$58,335.00**

Shipping: **\$375.00**

Total: **\$58,710.00**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Signature _____

Date _____



Savings \$138.69

Subtotal (1) \$1,221.10

Estimated Shipping

Dell Contract Code: C000000009819
 Customer agreement number: EPL -40731003-3760

Items	Quantity	Unit Price	Item total
-------	----------	------------	------------



OptiPlex 5060 MT

Discounted unit price: \$1,221.10
 Dell Contract Code: C000000009819
Estimated Ship Date
 Ships in 3 - 5 business days

1

\$1,359.79

\$1,359.79

Premier discount - \$138.69
Catalog Number: 84 / rrcr1271000-4928847

Category	Description	Code	SKU	ID
OptiPlex 5060 MT	OptiPlex 5060 MT XCTO	GIE8LDN	[210-AOTS]	1
Processor	Intel Core™ i5-8500 (6 Cores/9MB/6T/ up to 4.1GHz/65W); supports Windows 10/Linux	GGDQJ90	[338-BNZU]	146
Operating System	Windows 10 Pro 64bit English, French, Spanish	GF48XA1	[619-AHKN]	11
Windows AutoPilot	No AutoPilot	GYE02AP	[340-CKSZ]	291
Microsoft Office	No Productivity Software	GEKH8UQ	[630-AAPK]	1002
Memory	8GB 1X8GB DDR4 2666MHz UDIMM Non-ECC	GFNRQ2B	[370-AEBK]	3
Additional Hard Drive	No Additional Hard Drive	G780XKR	[401-AANH]	637
Video Card	Intel® Integrated Graphics	GZQDA24	[490-BBFG]	6
Hard Drive	3.5" 500GB 7200rpm SATA Hard Disk Drive	G3WTRF6	[400-AWFO]	8
CD ROM/DVD ROM	8x DVD+/-RW 9.5mm Optical Disk Drive	G589BYA	[429-ABFH] [325-BCXM]	16
Additional Storage Devices - Media Reader	No Media Card Reader Selected	GW2K1D6	[379-BBHM]	10
Wireless	No Wireless LAN Card	GE7Y41P	[555-BBFO]	19
Driver	No Wireless Driver	GQMKF4C	[340-AFMQ]	7
PCI Card	No Parallel or Serial Port	GVEYOQ7	[492-BBFF]	698
Chassis Options	OptiPlex 5060 Tower with 260W up to 92% efficient Power Supply (80Plus Platinum)	G7XIWFA	[329-BDRH]	116
Keyboard	Dell Multimedia Keyboard – KB216, English	GZDPBC1	[580-ADJC]	4
Mouse	Dell MS116 Wired Mouse	GWJIAF2	[275-BBBW]	12
Back Cover	No Cable Cover	GDT2C7Z	[325-BCZQ]	376
Cables and Dongles	No Additional Cable	GIX0L8M	[379-BBCY]	592

Category	Description	Code	SKU	ID
External Speakers	No External Speaker	GTNM7E2	[817-BBBC]	200095
Stands and Mounts	No Integrated Stand option	GJO5ZSE	[575-BBBI]	558
Non-Microsoft Application Software	Windows 10 Non-Embedded	G2U1Y57	[640-BBLW] [525-BBCL] [658-BCUV] [658-BBMR] [658-BBRB] [658-BDVO]	1003
Operating System Recovery Options	OS-Windows Media Not Included	GLA9OQ1	[620-AALW]	200013
E-Star	Energy Star	G6J34SM	[387-BBLW]	122
FGA Module	No FGA	NOFGA	[817-BBBB]	572
Chassis Intrusion Switch	Chassis Intrusion Switch	GYQ6HIF	[461-AAEF]	289
Protect Your New PC	No Security Software	NOSS	[650-AAAM]	1014
Optical Software	Cyberlink Media Suite Essentials for Windows 10 and DVD drive (without Media)	GWNM30Y	[658-BBTV]	597
TPM Security	Trusted Platform Module (Discrete TPM Enabled)	GJMDKT6	[329-BBJL]	297
Power Cord	System Power Cord (US)	GA5894N	[450-AAOJ]	20
Hard Drive Software	NO INTEL RESPONSIVE	GH8DSLC	[551-BBBJ]	707
Processor Branding	Intel® Core™ i5 Processor Label	GS8CVPI	[389-CGBB]	749
UPC Label	No UPC Label	G8WGTYN	[389-BCGW]	292
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	[340-AGIK]	21
CompuTrace Offerings + Stoptrack Label	No Computrace	GO1F2XY	[461-AABF]	697
Canada Ship Options	US No Canada Ship Charge	G3IA0L8	[332-1286]	111
Placemat	Documentation, English, Spanish, Dell OptiPlex 5060	GNKJU2O	[340-CDZG]	60
External Optical Device	No External ODD	GVTOW4N	[429-ABGY]	317
Label	MT: EPA Regulatory LBL for Mexico	G7PL6HV	[389-CXHR]	676
Packaging	Ship Material for OptiPlex Tower	G7G214X	[340-CDWT] [389-BBUU]	465
Systems Management	Intel® Standard Manageability	GWY6CAJ	[631-ABRK]	49
Additional Video Ports	No Additional Video Ports	GWFXALO	[492-BCKH]	495
Transportation from ODM to region	Standard shipment	GQT8IGC	[800-BBIO]	200080
Hardware Support Services	3 Years Hardware Service with Onsite/In-Home Service After Remote Diagnoses	G5MQCWV	[804-9043] [804-9044]	29
Keep Your Hard Drive	Keep Your Hard Drive, 3 Years	G5MSEAF	[984-0092]	159

Item total: \$1,221.10

Savings: \$138.69

Subtotal (1): \$1,221.10

Savings \$138.69

Subtotal (1) \$1,221.10

Estimated Shipping

Ultrabook, Celeron, Celeron Inside, Core Inside, Intel, Intel Logo, Intel Atom, Intel Atom Inside, Intel Core, Intel Inside, Intel Inside Logo, Intel vPro, Itanium, Itanium Inside, Pentium, Pentium Inside, vPro Inside, Xeon, Xeon Phi, Xeon Inside, and Intel Optane are trademarks of Intel Corporation or its subsidiaries in the U.S. and/or other countries.

Same day shipment subject to order size limitations, Dell standard shipping methods and payment via credit card, gift card or Dell Business Credit. Notification will be provided if there are payment delays which could impact shipping date. Electronics and accessories may ship separately.

Smart Selection. Limited quantities. Only available for orders placed by 5:59 p.m. CT Mon.–Thurs. Systems shipped the next business day after an order is placed. Subject to order approval. Software and accessories not part of the configuration will be shipped separately and may arrive after your system. Please note that Smart Selection Configuration pricing cannot be combined with other pricing offers or discounts provided or agreed to by Dell. ** Orders with Custom Factory Integration might require additional processing time.

[^]Dell Business Credit: Offered to business customers by WebBank, Member FDIC, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of the new balance shown on the monthly billing statement. Dell and the Dell logo are trademarks of Dell Inc.

^{**}Payment solutions provided and serviced by Dell Financial Services L.L.C. or its affiliate or designee ("DFS") for qualified customers. Offers may not be available or may vary in certain countries. Where available, offers may be changed without notice and are subject to product availability, credit approval, execution of documentation provided by and acceptable to DFS, and may be subject to minimum transaction size. Offers not available for personal, family or household use. Dell and the Dell logo are trademarks of Dell Inc. Restrictions and additional requirements may apply to transactions with governmental or public entities.

¹Subject to applicable law and regulations.

ALL ORDERS ARE SUBJECT TO APPROVAL AND ACCEPTANCE BY DELL. Pricing, availability and other terms of offer may be withdrawn or changed without notice. Dell cannot be held responsible for errors in typography or photography.

Cookie Consent



A quote for your consideration!

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

Quote No.	3000042365128.1	Sales Rep	Cathy Komar
Total	\$70,929.77	Phone	(800) 456-3355, 5132987
Customer #	7995307	Email	Cathy_Komar@Dell.com
Quoted On	Jul. 15, 2019	Billing To	MR RICHARD SPENCER
Expires by	Aug. 14, 2019		MADISON COUNTY
			PO BOX 404
			CANTON, MS 39046

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Cathy Komar

Shipping Group

Shipping To	Shipping Method
DUANE THOMPSON MADISON COUNTY 125 W NORTH ST CANTON, MS 39046-3720 (601) 855-5508	Standard Delivery

Product	Unit Price	Qty	Subtotal
OptiPlex 5060 MT	\$883.86	75	\$66,289.50

Subtotal:	\$66,289.50
Shipping:	\$0.00
Estimated Tax:	\$4,640.27
<hr/>	
Total:	\$70,929.77

Special lease pricing may be available for qualified customers and offers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

DUANE THOMPSON
MADISON COUNTY
125 W NORTH ST
CANTON, MS 39046-3720
(601) 855-5508

Shipping Method

Standard Delivery

Description	SKU	Unit Price	Qty	Subtotal
OptiPlex 5060 MT		\$883.86	75	\$66,289.50
Estimated delivery if purchased today: Jul. 29, 2019 Contract # 89AGY Customer Agreement # EPL -40731003-3760				
Description	SKU	Unit Price	Qty	Subtotal
OptiPlex 5060 MT XCTO	210-AOTS	-	75	-
Intel Core i5-8500 (6 Cores/9MB/6T/up to 4.1GHz/65W); supports Windows 10/Linux	338-BNZU	-	75	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	75	-
No AutoPilot	340-CKSZ	-	75	-
No Productivity Software	630-AAPK	-	75	-
8GB 1X8GB DDR4 2666MHz UDIMM Non-ECC	370-AEBK	-	75	-
No Additional Hard Drive	401-AANH	-	75	-
Intel Integrated Graphics, Dell OptiPlex	490-BBFG	-	75	-
3.5" 500GB 7200rpm SATA Hard Disk Drive	400-AWFO	-	75	-
DVD+/-RW Bezel	325-BCXM	-	75	-
8x DVD+/-RW 9.5mm Optical Disk Drive	429-ABFH	-	75	-
No Media Card Reader	379-BBHM	-	75	-
No Wireless LAN Card	555-BBFO	-	75	-
No Wireless Driver	340-AFMQ	-	75	-
No PCIe add-in card	492-BBFF	-	75	-
OptiPlex 5060 Tower with 260W up to 92% efficient Power Supply (80Plus Platinum)	329-BDRH	-	75	-
Black Dell KB216 Wired Multi-Media Keyboard English	580-ADJC	-	75	-
Black Dell MS116 Wired Mouse	275-BBBW	-	75	-
No Cable Cover	325-BCZQ	-	75	-
No Additional Cable Requested	379-BBCY	-	75	-
Not selected in this configuration	817-BBBC	-	75	-
No Integrated Stand option	575-BBBI	-	75	-
SupportAssist	525-BBCL	-	75	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	75	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	75	-
Waves Maxx Audio	658-BBRB	-	75	-

Dell Developed Recovery Environment	658-BCUV	-	75	-
Software for OptPlex Systems	658-BDVO	-	75	-
OS-Windows Media Not Included	620-AALW	-	75	-
Energy Star	387-BBLW	-	75	-
No FGA	817-BBBB	-	75	-
Chassis Intrusion Switch Tower	461-AAEF	-	75	-
No Anti-Virus Software	650-AAAM	-	75	-
CMS Essentials DVD no Media	658-BBTV	-	75	-
TPM Enabled	329-BBJL	-	75	-
System Power Cord (Philippine/TH/US)	450-AAOJ	-	75	-
No Intel Responsive	551-BBBJ	-	75	-
Intel(R) Core(TM) i5 Processor Label	389-CGBB	-	75	-
No UPC Label	389-BCGW	-	75	-
Safety/Environment and Regulatory Guide (English/French Multi-language)	340-AGIK	-	75	-
No CompuTrace	461-AABF	-	75	-
US Order	332-1286	-	75	-
Documentation, English, Spanish, Dell OptiPlex 5060	340-CDZG	-	75	-
No External ODD	429-ABGY	-	75	-
MT: EPA Regulatory LBL for Mexico	389-CXHR	-	75	-
Ship Material for OptiPlex Tower	340-CDWT	-	75	-
Shipping Label for DAO	389-BBUU	-	75	-
Intel Standard Manageability	631-ABRK	-	75	-
No Additional Video Ports	492-BCKH	-	75	-
Desktop BTO Standard shipment	800-BBIO	-	75	-
Dell Limited Hardware Warranty Plus Service	804-9043	-	75	-
Onsite/In-Home Service After Remote Diagnosis 3 Years	804-9044	-	75	-
Keep Your Hard Drive, 3 Year	984-0092	-	75	-

Subtotal:	\$66,289.50
Shipping:	\$0.00
Estimated Tax:	\$4,640.27
<hr/>	
Total:	\$70,929.77

Important Notes

Terms of Sale

Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request: Dell's Terms of Sale, which include a binding consumer arbitration provision and incorporate Dell's U.S. Return Policy and Warranty (for Consumer warranties; for Commercial warranties).

If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S.

If your purchase is for Mozy, in addition to the foregoing applicable terms, your use of the Mozy service is subject to the terms and conditions located at <https://mozy.com/about/legal/terms>.

If your purchase is for Boomi services or support, your use of the Boomi Services (and related professional service) is subject to the terms and conditions located at <https://boomi.com/msa>.

If your purchase is for Secureworks services or support, your use of the Secureworks services (and related professional service) is subject to the terms and conditions located at <https://www.secureworks.com/eula/eula-us>.

If this purchase is for (a) a storage product identified in the DELL EMC Satisfaction Guarantee Terms and Conditions located at ("Satisfaction Guarantee") and (ii) three (3) years of a ProSupport Service for such storage product, in addition to the foregoing applicable terms, such storage product is subject to the Satisfaction Guarantee.

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

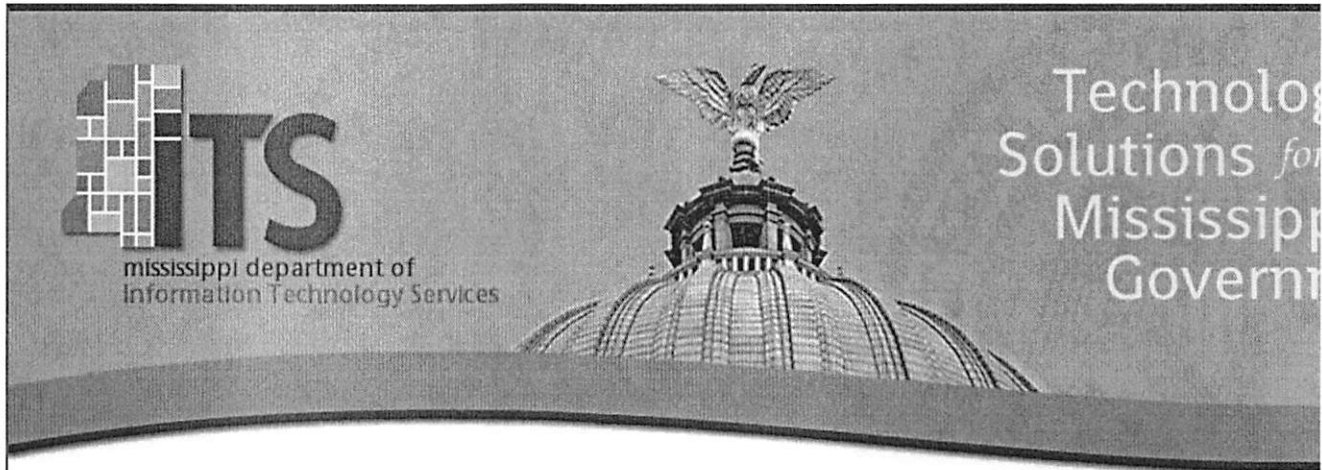
Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: **Dell Marketing L.P.**

Note: All tax quoted above is an estimate; final taxes will be listed on the invoice.

If you have any questions regarding tax please send an e-mail to Tax_Department@dell.com.

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.



EPL Interactive

[ITS Home](#)
[Category Search](#)
[Seller/Mfg List](#)
[Instructions a](#)
[Print](#)
[Back to Selection](#)

The purchase limit is \$200,000 per project per fiscal year (July - June) for the use of the IT Hardware EPL without additional approval from ITS. Any entity using the current published IT Hardware EPL 3760 Instructions for Use document even if the entity is not under ITS purview.

DELL Reseller Group

If you purchase this Manufacturer's product, print this page for your purchase file.
MAGIC Contract Number - 8500000192

3760 - IT Hardware EPL

**** Note: We are in the process of updating MAGIC contracts for Fiscal Year 2020. If you need to enter a purchase in MAGIC and the contract has not been updated, please call the EPLTeam will prioritize the contract you need.

EPL Expiration Date: June 30, 2021

To obtain a list of available products for this manufacturer, please visit the following website:

<https://www.dell.com/sts/passive/commercial/v1/Autologin/Authenticate?id=IjEwNDU3MTEyIlg%3d%3d>

Approved Categories for IT Hardware EPL for DELL

01-Desktop-based Computers
02-Mobile-based Computers
03-Engineering and GIS-Level Workstations
04-Desktop Monitors
05-Printers/Scanners
06-Large Format Printers and Scanners/Plotters
07-Projectors
08-Interactive Devices (whiteboards, voting devices, displays)
09-Large Displays
51-Servers
52-Storage
53-UPS
54-Racks
55-Switches
56-Wireless Components
57-Thin Client Systems
59-Audio Visual Components

Approved Sellers for DELL

This manufacturer is only approved for the below EPL sellers(s) and within each seller, the product categories shown in parenthesis. Some sellers are not approved for all product categories of the manufacturer's product line.

BUSINESS COMMUNICATIONS, INC. (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 59-Audio Visual Components)

* CDW GOVERNMENT LLC (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 59-Audio Visual Components)

CLEAR WINDS TECHNOLOGIES (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 59-Audio Visual Components)

* DELL MARKETING, L.P. (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 59-Audio Visual Components)

EXCEED TECHNOLOGIES, INC. (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 59-Audio Visual Components)

HOWARD TECHNOLOGY SOLUTIONS (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 59-Audio Visual Components)

LOGISTA (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Components, 57-Thin Client Components)

MAINSTREAM TECHNOLOGIES, INC. DBA STARKVILLE COMPUTERS (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 57-Thin Client Systems, 59-Audio Visual Components)

METRIX SOLUTIONS LLC (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 59-Audio Visual Components)

MICROCOMPUTER SYSTEMS INC. (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 59-Audio Visual Components)

MNJ TECHNOLOGIES DIRECT, INC. (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (whiteboards, voting devices, displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Comp Systems, 59-Audio Visual Components)

NEXT STEP INNOVATION (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format



Instructions for Use Memorandum

To: ITS Customers Requesting the IT Hardware Express List (EPL) 3760

From: Craig P. Orgeron, Ph.D.

Date: February 13, 2015 (*Updated June 28, 2019*)

Re: Instructions for Use: IT Hardware EPL 3760

1. Introduction

- 1.1. The IT Hardware EPL provides an economical, flexible mechanism for the acquisition of frequently-requested routine IT Hardware products and services.
- 1.2. The IT Hardware EPL is the result of a competitive procurement. ITS EPLs are multi-vendor awards that meet Mississippi requirements for legal purchases. IT hardware procurements made in accordance with this Instructions for Use Memorandum meet all Mississippi purchasing laws and requirements.
- 1.3. The IT Hardware EPL uses a Manufacturer-Sponsored Reseller Group model. Manufacturers propose product and pricing for specifically defined products/services in specified hardware categories and name which Sellers may resell their product through the EPL. The Manufacturers create a special EPL website to publish their approved price lists. Manufacturers propose products with not-to-exceed pricing on behalf of their resellers.
- 1.4. ITS houses the following information on the IT Hardware EPL Interactive website available at <http://www.its.ms.gov/Procurement/Pages/EPLs.aspx>:
 - 1.4.1. A page for each manufacturer, including a link to the manufacturer's EPL website and a list of approved sellers for each manufacturer by product category.
 - 1.4.2. A page for each seller, including seller's contact information, the manufacturers and categories for which they are approved to sell, approved service rates, and "Place Order To" and "Remit To" information.
 - 1.4.3. This "Instructions for Use" memorandum, EPL Minimum Specifications, and the EPL Purchase Agreement.
- 1.5. The IT Hardware EPL is governed under Procurement Instruments: Express Products Lists (EPLs) in the ITS Procurement Handbook (Chapter 011-030). The EPL is not to be confused with state contracts issued by Department of Finance and Administration, Office of Purchasing, Travel and Fleet Management (DFA-OPTFM).

2. Leveraging State Technology Resources

- 2.1. ITS statute, House Bill 1450, Section 3. Section 25-53-5, Mississippi Code of 1972 Amended, article (t) requires that ITS, manage one or more State Data Centers to provide information technology services on a cost-sharing basis to all State agencies. This is done in an effort to promote consolidation and cooperation in the acquisition of technology infrastructure for State government and that ITS acquires and operates the information technology necessary to provide services to the State agencies in a manner that maximizes efficiency and economy. Budgetary constraints require us to assess how we do business and to consider Mississippi State government as one enterprise, and where possible, build a technology infrastructure once, to be used by many.
- 2.2. Customers are encouraged to explore existing State resources, including those available at the State Data Center, in an effort to effectively share resources and leverage the State's investments in technology.
- 2.3. Customers may use off-site backup, but are encouraged to consider the benefits of the ITS Data Center that offers storage and is staffed 24 x 7 x 365 days a year.
- 2.4. Prior to purchasing high-end storage items, customers are highly encouraged to consider off-site backup solutions as well as storage opportunities offered by ITS.
- 2.5. ITS reserves the right to limit the use of this EPL to our customers, particularly agencies, due to legislation or to ensure more effective use of the State Data Center.

3. EPL Effective Dates

The IT Hardware EPL will be valid from the signature date of this memo through June 30, 2021.

4. Who May Use

- 4.1. This EPL may be used by Mississippi agencies, universities, community/junior colleges and governing authorities (cities, counties, school districts, etc.).
- 4.2. Any entity using this EPL must abide by the instructions in this memorandum even if that entity is not under ITS purview.
- 4.3. Local governmental entities are able to use the EPL in lieu of conducting their own procurements, based on MS Code 31-7-13(m)(xi) that allows 'governing authorities' to do so as an exception to the bidding requirements found in Public Purchasing Code.

5. Dollar Limitations of Use

- 5.1. The purchase limit is \$200,000 per project per fiscal year (July – June) for the use of the IT Hardware EPL without additional approval from ITS.
- 5.2. For K-12 Schools, the dollar limitation is interpreted by ITS to be \$200,000 per project per school or campus per fiscal year with a maximum dollar limitation of \$1,000,000 per school district per fiscal year for a project that spans multiple schools within the district.

- 5.3. Projects costing in excess of \$200,000 are beyond the scope of this delegated process and subject to full ITS review and authorization. Authorization to exceed the EPL dollar limitation is described in the ITS Procurement Handbook under the EPL Planned Purchase process, Chapter 013-080 available at the link below:

<http://www.its.ms.gov/Procurement/Documents/ISS%20Procurement%20Manual.pdf>

6. Scope of the IT Hardware EPL

- 6.1. The IT Hardware EPL 3760 provides for quick purchasing of various hardware products including related installation services. The EPL covers the following hardware categories:

- Desktop and mobile-based computers
- Engineering and GIS-level workstations
- Desktop monitors
- Printers/scanners
- Large format printers and plotters/scanners
- Projectors
- Interactive devices such as whiteboards
- Large displays
- Servers
- Storage
- UPS devices
- Racks
- Switches
- Wireless components
- Thin client systems
- Video conferencing equipment
- Audio visual components

- 6.2. This EPL is not a procurement instrument for software. Only those products necessary to run and/or manage the product may be proposed. All application software and server operating systems are excluded.

6.2.1. All Desktop-based and Mobile-based Computers are required to have the Operating System included with the system.

6.2.2. Network Operating System software for the Server is not included on the IT Hardware EPL 3760. ITS recommends that you use the Microsoft EPL or our Software EPL (Novell, IBM, Citrix, and other software) for your purchase.

- 6.3. This EPL does not serve as an instrument to procure services. Only those services procured at the same time as the purchase of the equipment are allowed. These types of services include training on the use of the product, upgraded warranties, and installation. Examples of exclusions include instruction/professional development as it applies to applications, ongoing maintenance, and design consulting.

6.3.1. Installation is available for IT Hardware EPL products from all sellers designated as "Value-Added" and is optionally available from some sellers designated as "Mail-Order." Installation rates are shown on each seller's page in the EPL Interactive.

- 6.3.2. Many manufacturers offer warranty upgrades or extended warranties enhancing the base warranty required by ITS. These options should be ordered at the time of product purchase through an approved EPL seller. The minimum base warranty required by ITS for each category is described in the Minimum Specifications. For a full warranty description for each product, check the manufacturer's EPL website or with your seller.

7. Preparing Specifications

- 7.1. Purchases made using the IT Hardware EPL must be based upon competitive and open specifications.
- 7.2. Entities using the IT Hardware EPL must have well defined business objectives and technical requirements for the items being purchased. These objectives and requirements will be used to evaluate seller offerings and to determine the lowest and best solution.
- 7.3. Verify the system requirements for your purchase. Describe your existing equipment and software in your solicitation.
- 7.4. Technical Specifications required by ITS are available on the ITS website. Choose the "Minimum Specifications" link on any manufacturer or seller page. Questions regarding specifications should be directed to the seller or manufacturer providing the products. Many of the manufacturer EPL websites include additional product information.

8. Solicit Quotations and Evaluate Seller Offerings for Lowest and Best

- 8.1. Once your technical specifications are developed, solicit quotations from two or more EPL sellers.
- 8.2. When soliciting quotations from EPL sellers, specifications must not name a specific product or manufacturer unless the State or the purchaser has established an agency/institution "manufacturer standard" for the brand name product.
 - 8.2.1. An EPL procurement is not appropriate to establish a brand-name standard.
 - 8.2.2. Guidelines for setting a standard are detailed in the ITS Procurement Handbook under the Setting a Manufacturer Standard, Chapter 019-030. The ITS Procurement Handbook is available at this link:
<http://www.its.ms.gov/Procurement/Documents/ISS%20Procurement%20Manual.pdf>.
- 8.3. It is the customer's responsibility to alert the seller if the customer is using the EPL as the purchasing mechanism. The seller must reference the EPL on any quotation provided.
- 8.4. It is your responsibility to evaluate and choose the products and services that best meet your needs.
- 8.5. EPL customers must evaluate seller proposals and document that they are choosing the products and sellers that meet their "lowest and best" criteria and that proposals are valid for the IT Hardware EPL.
 - 8.5.1. Verify that seller offerings meet your technical specifications. Demonstration packages may be available. If you are not familiar with the

- equipment, ask about this option. Confirm that your existing equipment and software will be compatible with the equipment purchased.
- 8.5.2. Carefully compare any quotation provided by a seller to what is actually on the manufacturer's EPL website.
 - 8.5.2.1. Verify that the items proposed are available on the current price list posted on the Manufacturer's EPL website.
 - 8.5.2.2. Verify that pricing proposed is less than or equal to the price posted.
 - 8.5.3. All quotations must adhere to the following:
 - 8.5.3.1. A reference to EPL 3760 must be printed on the quotation.
 - 8.5.3.2. All components must be from the same Manufacturer. Coordinate your purchase in conjunction with other ITS EPLs such as the Cabling EPL, the Microsoft EPL, and the Software EPL for an effective solution.
 - 8.5.3.3. All components on the quotation must be EPL-Items. Products or services purchased in conjunction with EPL products that are not specifically described and authorized on the published EPL are "Non-EPL Items" and the authority for purchasing such items must come from public purchasing dollar limitations or other procurement tools. "Non-EPL Items" should NOT be included in the same purchase order as EPL items.
 - 8.5.3.4. All components must be a separate line item and must provide the following:
 - 8.5.3.4.1. Manufacturer's part number,
 - 8.5.3.4.2. Description, and
 - 8.5.3.4.3. Item cost.
 - 8.5.4. Select the lowest cost quotation that meets your technical specifications.
 - 8.5.4.1. Quotations that do not meet your technical specifications may be eliminated from further consideration.
 - 8.5.4.2. Quotations for the same equipment must be identical in terms of configuration and quantities purchased.
 - 8.5.4.3. If the two quotations are identical, you must select the quotation with the lowest cost.
 - 8.5.5. Other considerations in addition to cost and technical merit may be included as part of your evaluation and should be documented. These might include such factors as value-added qualifications, substantiated product quality, compatibility with existing equipment, past performance, references, manufacturer standards based upon a prior bid, delivery time frame, proximity to the seller's service center, and benefits from acquiring from a single source.
 - 8.5.6. Before making the final determination of lowest and best, consider these best practices:

- 8.5.6.1. EPL prices are based on a quantity of one. Negotiate for lower pricing when ordering multiples.
- 8.5.6.2. Manufacturers are providing a not-to-exceed price. EPL prices may be lowered by the seller. Check with the sellers for price changes and quantity discounts.
- 8.5.6.3. Some sellers and manufacturers offer an additional discount for Education. Check with the sellers and ask for education pricing, if applicable.

9. Place Your Order

- 9.1. Check the IT Hardware EPL Interactive for any changes to the approved lists for manufacturers and sellers.
- 9.2. Check the manufacturer's EPL website for any product or pricing changes. Manufacturers have the ability under this EPL to add, edit, or delete products from their EPL website at will. Should a manufacturer raise a price on a product or any component or accessory of a product, the manufacturer must honor the lower price for thirty (30) days from the time the raised price is posted on the website. Similarly, if the customer has obtained an "eQuote" from the manufacturer's EPL website, that not-to-exceed price is valid for thirty (30) days.
- 9.3. Place IT Hardware EPL orders directly with the approved EPL seller.
- 9.4. Issue appropriate purchase order(s).
 - 9.4.1. Reference RFP Number 3760 – IT HARDWARE EPL on your purchase order together with the seller's contract number, which appears on the seller's information page.
 - 9.4.2. The purchase order and quote should match in terms of items purchased, quantities purchased and total amount.

10. Mississippi's Accountability System for Government Information and Collaboration (MAGIC)

- 10.1. State agency customers are required to purchase through Mississippi's Accountability System for Government Information and Collaboration (MAGIC).
 - 10.1.1. The Contract Number is provided on the Reseller Group's EPL Interactive page. ex. MAGIC Contract Number - 850000xxx
 - 10.1.2. The Supplier Number is provided on each Seller's EPL Interactive page. ex. MAGIC supplier Number - 310020xxx
- 10.2. State agency customers will be required to use NIGP codes when purchasing through Mississippi's Accountability System for Government Information and Collaboration (MAGIC). The following NIGP codes will be used for products purchased using the IT Hardware EPL.

NIGP Code:	EPL Category:	NIGP Product Description
20453	Desktop-based Computers	Microcomputers, Desktop or Tower-based
20454	Mobile-based Computers	Microcomputers, Handheld, Laptop, and Notebook

NIGP Code:	EPL Category:	NIGP Product Description
20496	Engineering and GIS-Level Workstations	Workstations: SPARC, RISC, etc. (For Use With CAD/CAM, etc.)
20460	<ul style="list-style-type: none"> • Desktop Monitors • Large Displays 	Monitors, Color and Monochrome (CGA, VGA, SVGA, etc.)
20482	<ul style="list-style-type: none"> • Printers/Scanners • Large Format Printers and Scanners/Plotters 	Printers, Microcomputer (Not Otherwise Classified)
20775	<ul style="list-style-type: none"> • Projectors • Interactive Devices (whiteboards, voting devices, displays) 	Projection Devices and Accessories: Interactive Conferencing Boards, LCD, Pads, Panels, etc.
20491	Servers	Servers, Microcomputer (Application, Database, File, Mail, Network, Web, etc.)
20689	Storage	Mini & Mainframe Computers, Storage Devices, Electronic
28754	UPS	Power Supplies, Computer Room
20687	<ul style="list-style-type: none"> • Racks • Switches • Wireless Components 	Network Components: Adapter Cards, Bridges, Connectors, Expansion Modules/Ports, Firewall Devices, Hubs, Line Drivers, MSAUs, Routers, Transceivers, etc.
20493	Thin Client Systems	Terminals and CRTs: Data Processing Systems
84056	Video Conferencing Equipment	Teleconference Systems, Audio/Video (To Include Video on Demand Systems)
84055	Audio Visual Components	Switchers, Audio and Video
20880	Software*	Software, Microcomputer (Not otherwise Classified)
92047	Hardware Maintenance and Warranty	Support Services, Computer (Includes Computer Warranties)
92031	Hourly Rate for Basic Installation Services	Installation of Computers, Peripherals, and Related Equipment (Including Software)
95877	Hourly Rate for Project Manager/ Engineer/ Advanced Technical	Project Management Services
96182	Hourly Rate for Travel	Transportation Services (Not Otherwise Classified)

*Manufacturers are only allowed to propose software needed to manage or run the hardware. All application software is excluded as is the server operating system. These exclusions are detailed in Section IX: Technical Specifications of RFP 3760.

- 10.3. The following must be uploaded to MAGIC for EPL 3760 purchases as attachments to your Purchase Order:

- 10.3.1. Quotations from a minimum of two sellers. If evaluation activities result in the elimination of multiple quotations and only one seller quotation remains valid, you must either:
 - 10.3.1.1. Solicit additional quotations, or
 - 10.3.1.2. Attach documentation detailing your evaluation and justifying your selection.
- 10.3.2. A printout from the manufacturer's EPL website showing the product and pricing of the purchased EPL item(s). If the manufacturer has a "Configurator" that allows the customer to select options for the product, then print out the configuration or the eQuote generated by the configurator. The purchase order must match the product on the approved manufacturer's EPL.
- 10.3.3. A copy of this Instructions for Use Memorandum.
- 10.3.4. If the purchase is related to a project that is a part of the Agency's IT Plan, a copy of the related planning form from the ITS planning system.
- 10.3.5. Please note that if MAGIC routes your Purchase Order to ITS for approval, ITS will vet the information provided and may have additional requirements before approving your Purchase Order. Any deviation from this Instructions for Use Memorandum may result in delays in the approval of your purchase. ITS will also vet the items being purchased to ensure that they are within the scope of the EPL. ITS periodically reviews the information on the Manufacturer websites to ensure that the price lists remain in scope, however, it is possible that an item listed may be deemed out of scope upon ITS review.

11. EPL Audit Integrity

- 11.1. It is the responsibility of every customer using the EPL to maintain proper records to reflect that all procurements from the EPL are made in accordance with ITS policies and procedures.
- 11.2. What Goes in Your Purchase/Audit File?
 - 11.2.1. Make sure you provide adequate documentation that you followed the recommendations and directives in this Instructions for Use Memorandum. At a minimum, include:
 - 11.2.1.1. A copy of the purchase order
 - 11.2.1.2. The manufacturer's page from the ITS "IT Hardware EPL Interactive" website.
 - 11.2.1.3. The seller's page from the ITS "IT Hardware EPL Interactive" website. Note that this page also includes the seller's EPL Contract Number.
 - 11.2.1.4. A printout from the manufacturer's EPL website showing the product and pricing of the purchased EPL item(s). If the manufacturer has a "Configurator" that allows the customer to select options for the product, then print out

the configuration or the eQuote generated by the configurator. ITS will not keep a copy of each manufacturer's price list or website products. These websites may change daily and it is imperative that the customer print and keep a copy of the EPL products being purchased from the manufacturer site.

11.2.1.5. If the seller has provided the customer with a tailored quote showing quantities or additional discounts, keep this quote in your project file.

11.2.1.6. A copy of all quotes received.

11.2.1.7. A copy of this Instructions for Use Memorandum.

11.2.1.8. If the purchase is related to a project that is a part of the Agency's IT Plan, a copy of the related planning form from the ITS planning system.

11.2.1.9. Any additional project-related documentation or justification.

12. Hourly Rates

12.1. Hourly Rates for Basic Installation Services and for Project Managers, Engineers, or Advanced Technicians

12.1.1. Sellers propose hourly rates based upon standard business hours of 8x5, Monday – Friday, excluding holidays. Should customers have needs for after-hours services, the seller may optionally charge up to one and one-half (1 ½) times their service rate, provided the seller has supplied a written estimate and advised the customer of the after-hours charge.

12.2. Hourly Rates for Travel

12.2.1. The travel rate is not to be used for warranty work.

12.2.2. The seller must provide a not-to-exceed estimate of any travel before service is ordered and performed. Travel fees that are negotiated between the seller and the customer should include the following considerations:

12.2.2.1. Is the estimate for one-way or two-way travel?

12.2.2.2. Is the estimate per person or per vehicle?

13. Contracts and Additional Considerations

13.1. The IT Hardware EPL has its own contract, the "Express Products List Purchase Agreement," executed by each EPL seller and ITS. A copy of this contract is on the IT Hardware EPL Interactive website. Should your purchase be large or involve special terms, you may wish to negotiate a supplemental contract specific to your situation with the seller at the time of purchase to address any additional concerns not addressed in the EPL Purchase Agreement.

13.2. Returning Defective Product to Seller:

- 13.2.1. The EPL Purchase Agreement provides in Articles 7.7 through 7.9 for circumstances when the customer may test and evaluate the purchased product to ensure it is not defective and that it performs to the specifications published in the EPL. Please be aware that the EPL Purchase Agreement does not provide for “buyer’s remorse,” where the customer may send back a product because the customer has changed his mind or wants something else. The seller often is not allowed to ship a product back to the manufacturer if it is not defective. This is particularly true in case of special orders or configurations.
 - 13.2.2. Please review Articles 7.7 through 7.9 and work with your seller ahead of time to make sure you are ordering equipment that will fit your needs. If the delivered product is defective, you are protected and may return the product if you notified the seller within the ten (10) working day acceptance period. Although some sellers may be able to work with you on a return for non-defective equipment, this is not an EPL requirement. Some sellers may choose to charge the customer a “re-stocking” fee in order to take back unwanted products. The customer assumes responsibility for all “re-stocking” fees in this instance as a condition for using this EPL.
 - 13.3. Shipping costs for a standard delivery are included as part of the product purchase price published on the manufacturer’s EPL website. If the delivery is beyond a standard delivery due to issues such as “weight/size” or “white glove treatment”, the additional freight/transportation charges may be passed along to the customer and should be line-itemed on the seller’s quotation.
 - 13.4. Items ordered in conjunction with your EPL purchase that are not shown as line items on the EPL and are not part of a substitution within the EPL guidelines must be purchased using alternative procurement methods. For example, if non-EPL software is ordered with your desktop, or you upgraded the memory beyond the EPL line items, you may not use the EPL as your authority during an audit for these items. Your authority for purchasing these items would need to be based on other public purchasing mechanisms, with accompanying documentation for your audit trail. Non-EPL items should not be listed on the same purchase order as EPL items.
14. **American Recovery and Reinvestment Act (ARRA) of 2009**
 - 14.1. To the best of our knowledge, the EPLs are valid purchase instruments for the use of ARRA funds.
 - 14.2. We recommend that customers using these instruments for purchases using ARRA funds obtain written quotations from multiple EPL sellers, that the request for quotations state that ARRA funds will be used for the purchase, and that all quotations be maintained in the purchase file.
 - 14.3. ITS EPLs are established based on sealed proposals submitted by vendors in response to RFPs advertised in accordance with all state statutory requirements for legal procurements of IT products. The EPL RFPs were advertised both in a newspaper with statewide circulation and on the Mississippi Development Authority (MDA) Mississippi Procurement Technical Assistance Program website. Advertisements exceeded the minimum timeframes required for ARRA purchases.

Proposals received in response to these RFPs were evaluated, validated, and published for the use of any public entity in the state in accordance with the Instructions for Use published by ITS.

- 14.4. Each seller's entry in the IT Hardware EPL Interactive has a field labeled "ARRA Participant" with either a "YES" or "NO" designation.
- 14.5. The ARRA "YES" designation connotes that the seller has agreed to work with EPL customers to fulfill purchases that are funded by ARRA. These sellers have signed the EPL Purchase Agreement - ARRA, which includes certain terms and conditions pertaining specifically to ARRA purchases.
- 14.6. Any seller with a "NO" designation has not agreed to participate in the ARRA program. These sellers have signed the EPL Purchase Agreement - Non-ARRA.

15. To Report Problems or Request Assistance

- 15.1. If you have any feedback that may help us to improve this process or if you have any problems with your EPL order, please let ITS know. We suggest you notify the seller of the problem in writing and send a copy to ITS. You may contact us in writing by one of the following ways:
 - 15.1.1. e-mail: isshelp@its.ms.gov
 - 15.1.2. FAX : (601) 713-6380
 - 15.1.3. Mail: ITS, 3771 Eastwood Drive, Jackson, MS 39211
- 15.2. If you have questions about using the EPL, please contact the Procurement Help Desk at (601) 432-8166 or isshelp@its.ms.gov.
- 15.3. ITS is also available to host a "mini-class" on how to use our EPLs at a customer's request. Please contact the Procurement Help Desk if interested.

Copies of this document are available on the Internet at
<http://www.its.ms.gov/Procurement/Pages/EPLs.aspx>

The purchase limit is \$200,000 per project per fiscal year (July - June) for the use of the IT Hardware EPL without additional approval from ITS. Any entity using this EPL must abide by the current published IT Hardware EPL 3760 Instructions for Use document even if the entity is not under ITS purview.

METRIX SOLUTIONS LLC

If you purchase from this Seller, print this page for your purchase file.

MAGIC Supplier Number: 3100001907

3760 - IT Hardware EPL

EPL Contract Number: 40731041-3760

**** Note: We are in the process of updating MAGIC contracts for fiscal year 2020. If you need to enter a purchase in MAGIC and the contract has not been updated, please call the EPL Team at (601) 432-8000 and we will prioritize the contract you need.
EPL Expiration Date: June 30, 2021

Main Sales Contact

ELIZABETH FRAZIER
Phone: (601) 663-0275
elizabethfrazier@pileum.com

Back-up Sales Contact 1

PATTY GAIN
Phone: (601) 293-0043
pattygain@pileum.com

Place Order To:

190 EAST CAPITOL STREET
SUITE 175
JACKSON, MS 39201

Remit To:

190 EAST CAPITOL STREET
SUITE 175
JACKSON, MS 39201
SAAS Code:

Vendor Service

Hourly Rate for Basic Installation Services

Hourly Rate for Project Manager/Engineer/Advanced Technical

Hourly Rate for Travel

\$80.00

\$150.00

\$125.00

Cost

Approved Manufacturers for METRIX SOLUTIONS LLC

This seller is only approved for the below EPL manufacturer(s) and within each manufacturer, the product categories shown in parenthesis. Some sellers are not approved for all product categories within a manufacturer's product line.

ALCATEL-LUCENT ENTERPRISE USA (55-Switches, 56-Wireless Components)

8ROTHER INTERNATIONAL (05-Printers/Scanners)

CISCO (51-Servers, 55-Switches, 56-Wireless Components)

DELL (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 07-Projectors, 08-Interactive Devices (Whiteboards, Voting Devices, Displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Components)

EXAGRID (52-Storage)

HP INC (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 04-Desktop Monitors, 05-Printers/Scanners, 06-Large Format Printers and Scanners/Plotters, 08-Interactive Devices (Whiteboards, Voting Devices, Displays), 09-Large Displays, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Components)

HEWLETT PACKARD ENTERPRISE/AIUBA (51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Components)

LENOVO (01-Desktop-based Computers, 02-Mobile-based Computers, 03-Engineering and GIS-Level Workstations, 51-Servers, 52-Storage, 53-UPS, 54-Racks, 55-Switches, 56-Wireless Components)

NEC DISPLAY SOLUTIONS (04-Desktop Monitors, 07-Projectors, 09-Large Displays)

TRIPP LITE (53-UPS, 54-Racks)

UNITRENDS (52-Storage)

VIEWSONIC (04-Desktop Monitors, 07-Projectors, 09-Large Displays, 57-Thin Client Systems)