



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
SMC21063

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BUYER 32
304-558-0492

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE
NCT, Inc.

SHIP TO

DIVISION OF CORRECTIONS
 ST. MARYS CORRECTIONAL CENTER
 2880 N PLEASANTS HWY
 ST. MARYS, WV
 26170 304-684-5500

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/18/2006				

BID OPENING DATE: **10/19/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		725-57		
REQUEST FOR QUOTATION THE PURCHASING DIVISION IS SOLICITING BIDS FOR THE ST. MARY'S CORRECTIONAL CENTER TO PROVIDE A COMPLETE TELECOMMUNICATIONS SYSTEM PER THE SPECIFICATIONS. ATTACHMENTS: 1. SPECIFICATIONS 2. BID FORM 3. AFFIDAVIT TELEPHONE SYSTEM VENDOR PREFERENCE CERTIFICATE CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS). A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED: <input type="checkbox"/> BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR <input type="checkbox"/> BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
SMC21063

PAGE
3

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BUYER 32
304-558-0492

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF CORRECTIONS
 ST. MARYS CORRECTIONAL CENTER

 2880 N PLEASANTS HWY
 ST. MARYS, WV
 26170 304-684-5500

DATE PRINTED 09/18/2006	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
BID OPENING DATE: 10/19/2006		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: <i>[Signature]</i> NET, Inc.</p> <p>DATE: 10-18-06</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
SMC21063

PAGE
4

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BUYER 32
304-558-0492

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

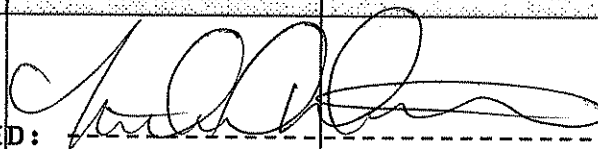
SHIP TO

DIVISION OF CORRECTIONS
ST. MARYS CORRECTIONAL CENTER

2880 N PLEASANTS HWY
ST. MARYS, WV
26170 304-684-5500

DATE PRINTED 09/18/2006	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
-----------------------------------	---------------	----------	--------	---------------

BID OPENING DATE: **10/19/2006** BID OPENING TIME: **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>SIGNED: </p> <p>TITLE: <u>Sr. Sales Representative</u></p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <div style="border: 1px solid black; border-radius: 50%; padding: 10px; width: fit-content; margin: 10px auto;"> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>RFQ# SMC 21063</p> </div> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: _____ RON PRICE-----</p> <p>RFQ. NO.: _____ SMC21063-----</p> <p>BID OPENING DATE: _____ OCTOBER 19, 2006-----</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
-----------	-----------	------

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
-------	------	-----------------------------------

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
SMC21063

PAGE
5

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BUYER 32
304-558-0492

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF CORRECTIONS
ST. MARYS CORRECTIONAL CENTER

2880 N PLEASANTS HWY
ST. MARYS, WV
26170 **304-684-5500**

DATE PRINTED 09/18/2006	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
-----------------------------------	---------------	----------	--------	---------------

BID OPENING DATE: **10/19/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
				304-865-6628		
CONTACT PERSON (PLEASE PRINT CLEARLY):						
				mike winans		
***** THIS IS THE END OF RFQ SMC21063 ***** TOTAL:						<u>\$164,976.40</u>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SMC21063 - SPECIFICATIONS

TELEPHONE SYSTEM – ST. MARY’S CORRECTIONAL CENTER

System requirements: The system shall be installed to handle eighteen (18) central office lines and one hundred sixty (160) digital station ports. The system shall be expandable to a maximum of eighty (80) central office lines and four hundred (400) digital ports. Caller ID is required on all central office lines for all stations that receive incoming, transferred or forwarded calls. The proposed system shall be controlled by one central CPU. The networking of systems together is not an option. The system must support smart media/compact flash storage with stored program control design. The system programming must be able to be accessed remotely with access to the phone system, call accounting and voice processing system through dial up modem or across the State of West Virginia IP network. IP trunking compatible, TR-1 PRI Ethernet. In addition to the above requirements, the system shall include the following: 6 party conferencing, a minimum of 30 station and 800 system speed dial, 16 group paging through phones, account codes for toll calling, multiple directory numbers, auto off-hook selection, ringing line preference, digital PAD, multiple MOH interfaces, two color LED's, full feature prompting soft-key integration with system and voice mail, enhanced 911 capabilities, ring down, auto night service activation, system-wide and station call forward External/Internal.

STATION REQUIREMENTS: One (1) station shall be a PC attendant console position. The PC attendant consoles must consist of an IBM-compatible personal computer, Microsoft Windows software, flat panel monitor and mouse, along with a custom keyboard, handset cradle/station, wireless headset, and all special manufacturer-proprietary software. Consoles must (when deemed necessary) automatically share the load of in-coming calls on a call-by-call rotation basis. The PC console must include Caller ID, ANI, DNIS, answer prompting, loop hold display with timer, reminder notes, message center, internal name/extension directory, name or number dialing, DSS/BLF, an outgoing speed dial directory, auto day/night mode switching, feature on-line help, incoming call statistics, Windows multi-tasking, transfer to voice mail, employee profile information and logout.

Thirteen (13) digital desk sets shall be Executive stations consisting of the following features: 14 programmable buttons for Intercom, Multiple Directory Numbers, Centrex lines and features. Fixed buttons for Hold, Message Light, Conference/Transfer, Speed Dial, Redial, Volume Control for handset, ringer and Speaker. LCD display (day, date, time, call duration) minimum of 8 lines 24 characters with Multiple Level Feature Menus and the ability to be tilted to various levels. Headset Adapters and speakerphone for all internal and external calls are required. Sets shall also have the ability to provide Off Hook Call Announce thru the speaker as well as the handset with the purchase of additional software or hardware.

One hundred and thirty-seven (137) digital desk sets shall consist of the following features: minimum of 10 programmable buttons for Intercom, Multiple Directory Numbers, BLF's, Centrex lines and features. Fixed buttons for Hold, Message Light, Conference/Transfer, Redial, Volume Control for handset, ringer and speaker. LCD display (day, date, time, call duration) minimum of 2 lines 24 characters with Multiple

SMC21063 - SPECIFICATIONS

Level Feature Menus. Sets must have adjustable tilt stands and speakerphone for all internal and external calls. Sets shall also have the ability to provide Off Hook Call Announce thru the speaker as well as the handset with the purchase of additional software or hardware. Two (2) Cordless phones shall have 900 MHZ digital spread spectrum technology and be capable of using the same port as a digital station, mimicking the extension number or in a stand-alone scenario. Four programmable buttons are required for features and multiple line access. Hold, Message, LED, Conference/Transfer, and a LCD are required. The Phone must be headset compatible with three ring modes; silent, vibrate, audible. In addition to the stations that will be connected at installation, the vendor shall also provide one additional 14 button digital desk set and one additional 10 button digital desk set for the facility to keep as spares.

VOICE PROCESSING/CALL COVERAGE: The system shall include an integrated Windows based voice processing system with Automated Attendance and Voice Mail. System integration must support Call Recording and Voice Mail Soft Keys on the station LCD. The automated Attendant shall allow a caller to input a first or last name to be connected to an extension. The Voice Mail shall include the ability for guest mailboxes, time and date stamp on receipt of messages, outcall notification, interface to light the message waiting lamp on the telephone sets, and a minimum of 7 personal greetings:

- Currently Unavailable
- Out of the office for the day
- Out to lunch and returning at ?
- In a meeting
- On vacation
- O-(or other extension) option for call coverage
- Today is day/date (specific details)

The Voice Processing System shall be upgradeable to the following capabilities: Fax Server, Unified Messaging, Text-to-Speech, and Interactive Voice response. The Voice Processing System shall be installed with a minimum of 16 ports and 600 hours of storage. It must be expandable to a maximum of 32 ports.

CALL ACCOUNTING SYSTEM: Vendor must include a Call Accounting System that fully integrates with the quoted system. This system must allow various customizable reports that include, but not limited to time, date, extension making call, duration, and cost. System must allow monitoring calls per day by extension or department and provide trunk analysis. The Call Accounting System shall be accessible by more than one computer or by any computer on the internal network. The Call Accounting System shall be windows based software and will reside on a PC provided by St. Marys Correctional Complex.

SYSTEM WIRING: Vendor is to quote wiring of the campus with copper backbone with the potential for growth three times the installed stations per building, with a minimum of 50 pairs per building. The cabling shall be in underground conduit and shall be direct buried cable. The cabling shall be lightning and surge protected within 50 feet of entry into the building with gas tube or carbon style protectors. If continuation of the backbone

SMC21063 - SPECIFICATIONS

is needed beyond the 50 foot then CMP rated backbone cable shall be used. The successful vendor shall be a BICSI trained or equivalent structured cabling installer.

UPS/BATTERY BACK UP: The system shall include a power failure backup that will run the telephone system for a minimum of 4 hours in the event of a commercial power failure.

QUALIFICATIONS: The vendor shall have sold, serviced, and maintained the quoted product line for five years. Three technicians must be certified on the proposed system. The vendor must provide three references of installations comparable in size of the quoted system. One must be a state agency. List agency or company name, contact information, system size and install date.

TRAINING: Training shall be provided by the successful vendor in a classroom setting with live stations for demonstration and hands-on learning. The successful vendor shall have a representative on site for the first two week days after the cut over to assist in training and programming issues.

STATE OF WEST VIRGINIA
PURCHASING CONTINUATION SHEET

Vendor: Buyer:
Page: 7 Req. or P.O. No.:

Spending Unit: St. Marys Correctional Center

Shall be a minimum of one (1) year on parts and labor. Post warranty maintenance for years 2, 3, 4, and 5 must be quoted separately

Vendor must attach to the bid response an equipment list of all hardware and software included in the system and must list quantities and model numbers of items for the system.

Vendor must complete the attached form to include in bid response.

A mandatory pre-bid meeting is scheduled at the St. Mary's Correctional Center on October 5, 2006 @ 11:00 a.m. Please contact Tony Lemasters @ 304-684-5500 at least two (2) days prior to the meeting to schedule security clearance.

SMC21063 - BID FORM

Name of Telephone System: _____

Model No.: _____

1. Straight purchase price of telephone system including installation, training, and one year full maintenance warranty:

\$ _____

2. If agency chooses to obtain maintenance at a later date, the cost of the full maintenance service will be as follows:

<u>Year</u>	<u>Cost/ Month</u>	X 12 =	<u>Annual Cost</u>
Year #2	\$ _____	X 12 =	\$ _____
Year #3	\$ _____	X 12 =	\$ _____
Year #4	\$ _____	X 12 =	\$ _____
Year #5	\$ _____	X 12 =	\$ _____
Total:			\$ _____

3. Hourly Charge for non-routine maintenance: \$ _____/hour

4. Charge per service call: \$ _____
 Per Hour Travel: \$ _____

A F F I D A V I T

West Virginia Code §5A-3-10a states:

No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions.

"Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

EXCEPTION:

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

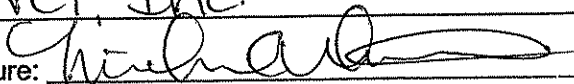
LICENSING:

The vendor must be licensed in accordance with any and all state requirements to do business with the state of West Virginia.

CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: NCT, Inc.
 Authorized Signature:  Date: 10-16-06

SMC21063 - BID FORM - REVISED

Name of Telephone System: ShoreTelModel No.: Enterprise Edition

1. Straight purchase price of telephone system including installation, training, and one year full maintenance warranty:

\$ 1163,200.49

2. If agency chooses to obtain maintenance at a later date, the cost of the full maintenance service will be as follows:

<u>Year</u>	<u>Cost/ Month</u>	<u>X 12 =</u>	<u>Annual Cost</u>
Year #2	\$ <u>887.92</u>	X 12 =	\$ <u>10,655.00</u>
Year #3	\$ <u>887.92</u>	X 12 =	\$ <u>10,655.00</u>
Year #4	\$ <u>887.92</u>	X 12 =	\$ <u>10,655.00</u>
Year #5	\$ <u>887.92</u>	X 12 =	\$ <u>10,655.00</u>
		Total:	\$ <u>42,620.00</u>

3. Hourly Charge for non-routine maintenance: \$ 75.00 /hour

4. Charge per service call: \$ 65.00 /hour
Per Hour Travel: \$ 100.00

RFQ award shall be based on the following:

Total Straight Purchase Price	\$ <u>1163,200.49</u>
Total 5 Year Maintenance	\$ <u>42,620.00</u>
Total 15 hours of non-routine maintenance	\$ <u>1,125.00</u>
Total 5 Service Calls	\$ <u>325.00</u>
Total 10 Hours Travel	\$ <u>600.00</u>

TOTAL EVALUATED PRICE \$ 207,870.49

ADDENDUM – SMC21063

1. There is currently fiber between the buildings, but it is not available for use by the successful vendor. The requirement for new copper wiring between buildings in the original RFQ shall remain as stated.
2. Vendors shall assume that all new wiring will be required for each station. Each station will replace an existing station. No wire runs are needed to stations that currently do not have a telephone.
3. The phone system shall provide paging capability through the speaker phone. The system shall allow for a minimum of 16 page groups. One of the page groups shall be an “all-page” consisting of every telephone on the system. Other page groups may consist of all phones within a particular building, the largest of which would be 39 stations.
4. The requirement for 2-color LED shall remain as stated in the original RFQ.
5. Growth requirements of the system shall remain as stated in the original RFQ. Expansion may be done by adding cards, cabinets, stations, etc. but shall not be done by a “forklift” upgrade.
6. The requirement for Music on Hold shall consist of a one port. The vendor must provide one On-Hold Plus Music-On-Hold player with CD Player Model # OHP7000 or equal for the music source.
7. The requirement for 7 personal greetings on the voice mail is changed to a minimum of 4 personal greetings.
8. All wiring personnel shall be BICSI trained and shall have current, up-to-date BICSI certification. This applies to employees of the successful vendor and any subcontractors.
9. Vendors shall include, as an option, the cost for a 100 foot Category 5 cable run in the Administration building.
10. The number of stations on the system shall be increased from 160 to 173. The number of stations per building is as follows: Laundry Building (1 station), Central Control (16 stations), Building 9 (18 stations), Building 5 (16 stations), Maintenance (3 stations), Security Tower (1 station), Building 10 (26 stations), Prison Industries (9 stations), Administration (39 stations), Dining Room (2 stations), Building 11 (22 stations) and the four cottages (5 stations each).

11. The purpose of the requirement for digital PAD in the original RFQ is to ensure that the telephone system can compensate for analog central office lines that have too strong of a signal.
-

Vendor:

Spending Unit:
Div. of Corrections

Requisition No.: SMC21063

ADDENDUM ACKNOWLEDGEMENT

I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.

Addendum No.'s:

No. 1 ✓

No. 2 _____

No. 3 _____

No. 4 _____

No. 5 _____

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.



Signature

NET, Inc.

Company

10-18-06

Date



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
SMC21063

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BUYER 32
304-558-0492

VENDOR

NCT
MR. MIKE WIHARS
410 MARKET STREET
PARKERSBURG, WV 26101

SHIP TO

DIVISION OF CORRECTIONS
ST. MARYS CORRECTIONAL CENTER

2880 N PLEASANTS HWY
ST. MARYS, WV
26170 **304-684-5500**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
10/16/2006				

BID OPENING DATE: **10/25/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM #02						
<p>THIS ADDENDUM IS ISSUED TO CHANGE A REQUIREMENT AND EXTEND THE BID OPENING DATE AS STATED BELOW.</p> <p>SPEAKER PHONE PAGING IS CHANGED AS FOLLOWS: THE MAXIMUM PAGING GROUP REQUIRED SHALL BE ONE HUNDRED AND TWENTY (120) STATIONS. THERE IS NO REQUIREMENT FOR A PAGE GROUP CONSISTING OF ALL STATIONS ON THE SYSTEM.</p> <p>REVISED BID OPENING DATE: OCTOBER 25, 2006 1:30 PM</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

Vendor: _____ Spending Unit: _____

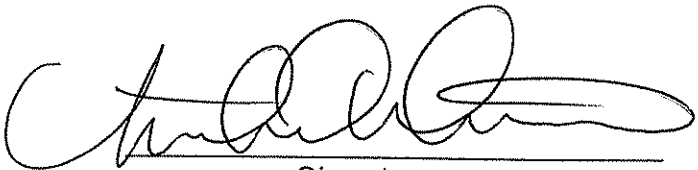
Requisition No.: SMC21063

ADDENDUM ACKNOWLEDGEMENT

I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.

- Addendum No.'s:**
- No. 1 ✓ me
 - No. 2 ✓ me
 - No. 3 _____
 - No. 4 _____
 - No. 5 _____

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.



Signature

NCT, Inc.
Company

10-23-06
Date

St. Marys Correctional Center
Proposal for Phone System RFP # SMCC1063



RFQ # SMC21063

Proposal for Telephone System

October 16, 2006

For: **St. Marys Correctional Center**

Submitted by: **Mike Winans, Network Communications Technologies, Inc.**



Important Notice

The enclosed material is proprietary to the client, NCT, Inc., and ShoreTel, Inc. This material is presented for the purpose of evaluating services and may not be disclosed in any manner to anyone other than the addressee and employees or authorized representatives.

OVERVIEW:

NCT is recommending the ShoreTel solution at **St. Marys Correctional Center** (customer) facility in St. Marys, WV. This proposal is for the existing location which is currently looking to replace the phone system. NCT will sell, install and configure the ShoreTel system. The customer will decide the final locations of the ShoreTel system equipment within the premises of their location. NCT assumes the responsibility that the customer's location will meet the minimum requirements recommended by ShoreTel. NCT has included the replacing of cabling infrastructure and connectivity between buildings at the customer site.

ShoreTel Statement of Work

NCT follows ShoreTel implementation methodology as part of the installation and configuration process.

INDEX

Facility Cabling and Wiring
ShoreTel System Configuration
Configuration Review
Rack Mount ShoreGear Switches
Install Phones at Desktop
Test Phones
ShoreWare Call Manager Installation

Facility Cabling and Wiring:

NCT will pull, terminate, & test all cabling for connectivity between buildings as well as internal cabling in each building. This cabling will be completed by BICSI trained installers and certified to spec.

ShoreTel System Configuration:

Configure Director, create administrator with specific password (once the first administrator is created the generic-default administrator and password will be disabled).

Configuration Review:

Confirm initial configuration, services, and performance.

Rack Mount ShoreGear Switches:

Mount ShoreGear switches, assign static IP address, label switches and verify firmware version (flash firmware if mismatch is detected). Configured switches, test connectivity, call flow...etc.

Install Phones at Desktop:

Install all phones at designated areas by customer, and phones for the Operator and Management staff. Set phone map (MAC address) for entire facility.

Test Phones:

Verify phone connectivity, voice quality, speakerphones, intercom, screen interaction and potential issues with echoes and/or static.

ShoreWare Call Manager Installation:

Install Personal Call Manager (PCM) on user's desktops.

Minimum requirements: Windows 2000 (latest service pack) or above, PIII 733 MHz, 256 MB, 80MB hard drive space.

NCT will also provide Visio drawing of Phone system wiring and switch equipment to the customer.

Equipment List for St Marys Correctional Center

Description	Quantity
ShorePhone Telephones:	
ShorePhone IP212k - Black	153
ShorePhone IP230 - Black	13
ShorePhone BB 24 - Black	17
ShoreWare Application Server:	
ShoreTel 6.1 Software	1
Extension & Mailbox License	173
ShoreWare Client Software:	
Personal Call Manager	173
Operator Call Manager	1
Annual Support Plan	
NCT Support Program:	
1 Year (HW & SW)	1
Professional Services	
Labor to setup, install, & configure system (T&E Included)	1
Training	
End User training - All users	1
Admin training - Up to 2 students	1
Other Equipment Pricing Estimate:	
ShoreWare Director Server	1
POE Network Switch Plus GBIC	15
Music on Hold Player	1
100 Ft Cat5e Run for Administrator Building	1
Attendant Console PC - Dell	1
Call Accounting Package – Veramark (173 users)	1
Cable Drop (per phone)	173
Fiber Infrastructure (Connectivity Between Building)	1

Pricing Information:

1. Price Schedule for Cash Purchase with One Year Maintenance

Material Price	\$	147,540.49
Labor Price	\$	15,660.00
Total Project Price	\$	163,200.49

2. If agency chooses to obtain maintenance at a later date, the cost of the full maintenance service will be as follows:

Year	Cost/ Month	X 12 =	Annual Cost
Year # 2	\$ 887.92	X 12 =	\$10,655.00
Year # 3	\$ 887.92	X 12 =	\$10,655.00
Year # 4	\$ 887.92	X 12 =	\$10,655.00
Year # 5	\$ 887.92	X 12 =	\$10,655.00
		Total	\$42,620.00

* Discount for 5 year contract purchase of 15% off pricing shown

3. Hourly charge for non-routine maintenance: \$75.00 per hour

4. Charge per service call: \$65.00 per hour
Per Hour Travel: \$60.00 per hour

RFQ award shall be based on the following:

Total Straight Purchase Price	\$ 163,200.49
Total 5 Year Maintenance	\$ 42,620.00
Total 15 hours of non-routine maintenance	\$ 1,125.00
Total 5 Service Calls	\$ 325.00
Total 10 Hours Travel	\$ 600.00
Total:	\$ 207,870.49

Terms and Conditions

1. Change Orders:

- 1.1. Changes to the scope of work, delays due to site closings, limited access, or other events which the customer requests will be handled as part of a Change Order. Change orders and delays will be invoiced through a Contract Change Request at an hourly rate of \$100 per man per hour.
- 1.2. The customer shall approve all changes to the original scope of work, additional work, or delays by signing a Change Order Request form. NCT will invoice for 100% of any change orders upon approval of the change order.

2. Terms & Conditions

- 2.1. This proposal is valid for 90 days.

- 2.2. Taxes are not included.
- 2.3. Installation and training must be scheduled two (2) weeks in advance.

3. Customer Responsibilities

- 3.1. The customer will provide storage facilities and shipping/receiving procedures at no cost to NCT.
- 3.2. The customer will provide trash and waste disposal at no cost to NCT.
- 3.3. The customer will provide NCT with access badges, keys, combinations and/or escorts to perform the work in a timely manner at NO cost to NCT, Inc.

4. Assumptions

- 4.1. This quotation is for all materials, labor and travel expenses.
- 4.2. Any work performed by Network Communications Technologies, Inc. personnel will be scheduled during regular business hours.
- 4.3. This proposal is based on non-union labor. Any union related restrictions or work issues would be covered under an addendum.
- 4.4. If upon site survey Network Communications Technologies, Inc. work force determines extraordinary requirements for safety, right of way, equipment, materials, or security, these items will be covered in an addendum.
- 4.5. NCT, Inc. complies with all OSHA rules and regulations. This proposal is based on an asbestos-free environment.
- 4.6. All work will be performed in the customer's locations.
- 4.7. Any electronic equipment not specifically listed in the scope of work/pricing – including hubs, bridges, routers, multiplexers, transceivers or electrical work – are not included in this proposal.
- 4.8. Any damage resulting from the work performed by NCT personnel will be at the cost and expense of NCT. All debris resulting from such work will be cleared and the work areas will be left "broom clean" upon the completion of work.
- 4.9. The Customer shall not solicit NCT employees or any agent of NCT for hire for a period of 18 months following said employee's termination, dismissal, or leave of absence without the expressed written consent of an NCT executive manager. If the customer does solicit an NCT employee without consent, the customer agrees to pay liquidated damages to NCT in an amount equal to 25% of current year annual salary of said employee or agent.

5. Project Installation & Procedure Details

- 5.1. Project Management: NCT, Inc. will provide an experienced project manager to oversee the project and installation team as well to interface with the designated contact.

6. Liability and Indemnification.

- 6.1. In connection with the services provided generally under this Agreement NCT shall not be liable to Customer for damages to any property or person or for indemnification in an amount greater than the amount paid by Customer for the performance of services by NCT employee(s) whose actions or omissions are the basis for such damages or indemnification; provided, however, that NCT shall not be liable for any damages caused by any acts or omissions beyond its control or not due to its fault, or for any special or consequential damages, loss of profits, interest penalties or fines. Customer shall give prompt written notice to NCT upon its initial receipt of information that could

reasonably support a claim against NCT, and failure to give such timely notice will constitute a waiver of such claim. NCT shall have the right to defend, or cause Customer to defend, claims for indemnification and Customer shall extend reasonable cooperation in connection with such defense.

Proposal Acceptance

St. Marys Correctional Center

Acceptance of Proposal: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified.

Authorized Signature: _____

Date: _____

Purchase Order Number: _____

Network Communications Technologies, Inc.

Authorized Signature: _____

Date: _____

Proposal ID: 5066