# 06012 – NASPO ValuePoint Mobile Phones

Frequently Asked Questions (FAQ)

Customer FAQs

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**Customer Related**

1. What is within scope of this contract? What are exclusions?

*This Contract is for cellular service plans, equipment and accessories. This includes Tablets with mobile data service plans, phone accessories, such as chargers, signal boosters, antennas, batteries and phone cases. This contract does not include computers.*

1. Can I choose any awarded vendor to purchase from this contract?

*Yes, please feel free to contact any of the awarded vendors to purchase from.*

1. What is the term and renewal options for this contract?

*The current term is through June 30, 2019 and has no extensions available.*

1. How was this contract established?  (i.e. competitive procurement that meets WA RCW)

*This was a competitive procurement that meets WA RCW 39.26.*

1. Who can use this contract?

*all Washington state agencies, Washington state institutions of higher education, political subdivisions within the state of Washington, tribal entities in the state of Washington, and any Washington non-profit corporation with 501(c)(3) tax exempt status receiving local, state or federal government funds, either directly or through a political subdivision, provided the state agency, institution of higher education, political subdivision, tribal entity or public benefit non-profit corporation has signed a Master Contracts Usage Agreement (MCUA) with DES.*

1. What is the pricing model?

*Discounted price list.*

1. What are key performance commitments from vendors?

*See sections 3.5 - 3.7 of the original solicitation and solicitation amendment #2 document for the three Categories or Band commitment requirements and clarifications. For further detailed performance commitments for each vendor contact the lead state of NV Teri Becker 775-684-0789 or* [*tbecker@admin.nv.gov*](mailto:tbecker@admin.nv.gov)

1. How do I get involved with or participate in the rebid?

*Please either contact the contract administrator Marci Disken at (360) 407-9405,* [marci.disken@des.wa.gov](mailto:marci.disken@des.wa.gov) *or email the IT Contracting team at* [DESCPRMITContracts@des.wa.gov](mailto:DESCPRMITContracts@des.wa.gov)

1. What should a customer do if a vendor is not performing?  Who should a customer contact at DES or how to escalate a performance issue with the vendor?

*Please either contact the contract administrator Marci Disken at (360) 407-9405,* [marci.disken@des.wa.gov](mailto:marci.disken@des.wa.gov) *or email the IT Contracting team at* [DESCPRMITContracts@des.wa.gov](mailto:DESCPRMITContracts@des.wa.gov)

1. Are vendors allowed to submit the Vendor Management Fee as a separate line item?

*No, the Vendor Management fee must be included in the pricing of the contract.*

**Vendor Related**

1. When can I get added to the contract?

Vendors cannot be added to this contract. New vendors are encouraged to look into possible subcontracting opportunities on this contract by contacting any of the awarded vendors on contract. Vendors are also encouraged to register in the [Washington Electronic Business Solution System (WEBS)](https://des.wa.gov/services/contracting-purchasing/doing-business-state) for any new bidding opportunities if its decided to rebid the contract.

1. Who do I contact if I have invoice or VM fee questions?

*Marci Disken at (360) 407-9405,* [marci.disken@des.wa.gov](mailto:marci.disken@des.wa.gov) *or email the IT Contracting team at* [DESCPRMITContracts@des.wa.gov](mailto:DESCPRMITContracts@des.wa.gov)

1. When are quarterly sales reporting due?

**Verizon, AT&T and T-Mobile**

|  |  |
| --- | --- |
| **For sales invoiced during the month** | **Sales report is Due** |
| January, February, March | May 15 |
| April, May, June | August 15 |
| July, August, September | November 15 |
| October, November, December | February 15 of following year |

**Sprint**

|  |  |
| --- | --- |
| **For sales invoiced during the month** | **Sales report is Due** |
| January, February, March | April 30 |
| April, May, June | July 31 |
| July, August, September | October 31 |
| October, November, December | January 31 of following year |

1. When are invoices due?

*Payment is due within 30 days of the invoice date.*

1. Who do I call for contact updates?

*Marci Disken at (360) 407-9405,* [marci.disken@des.wa.gov](mailto:marci.disken@des.wa.gov) *or email the IT Contracting team at* [DESCPRMITContracts@des.wa.gov](mailto:DESCPRMITContracts@des.wa.gov)

1. How do I check for authorized purchasers?

*First check the original solicitation document which will identify those who are authorized to purchase under this contract. Next, verify authorized entities who are* [*authorized to sign a Master Contracts Usage Agreement (MCUA).*](https://des.wa.gov/services/contracting-purchasing/purchasing/purchasing-washington-state-contracts) *Customers who wish to make purchases off of Washington State Contracts need to have signed an MCUA. Lastly, confirm the customer that wants to make a purchase, is on the* [*MCUA List*](https://fortress.wa.gov/es/apps/ContractSearch/MCUAListing.aspx)*.*

1. Can I submit the Vendor Management fee as a separate line item?

*No, the Vendor Management fee must be included in the pricing of the contract.*

**DES Contract Specialist:** *Marci Disken*

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**E-mail:** [marci.disken@des.wa.gov](mailto:marci.disken@des.wa.gov)