

**STATEWIDE COMPETITIVE CONTRACT
AWARD**

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION
OFFICE OF STATE PURCHASING**



NUMBER : 407006
BUYER : TIMOTHY N KEMP, CPPB
BUYER PHONE : (225)342-8021
T-NUMBER : 92501
DATE ISSUED : 06/18/07
VENDOR NUMBER : 582511384 00
VENDOR PHONE : (225)930-7796-0000
REQ AGENCY : 107001

OFFICE OF STATE PURCHASING

AGENCY REQ NO. :
ISIS REQ NO. : 1282677
FISCAL YEAR : 07
EFFECTIVE DATE : 06/20/07
EXPIRATION DATE : 06/19/10


BELLSOUTH COMMUNICATION
SYSTEMS LLC
7884 OFFICE PARK BLVD
BATON ROUGE, LA 70809

**AUDIO CONFERENCING SERVICE - STATEWIDE
FILE # N-92501-YT**

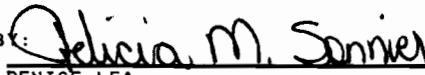
1. THIS IS NOT AN ORDER TO SHIP OR BEGIN SERVICE). A CONTRACT RELEASE OR PURCHASE ORDER MUST BE ISSUED BEFORE YOU ARE AUTHORIZED TO SHIP (OR BEGIN SERVICE).
2. THIS IS NOTICE THAT THE CONTRACT REFERENCED ABOVE HAS BEEN AWARDED TO YOU BASED ON THE BID (OR PROPOSAL) SUBMITTED. ALL TERMS, CONDITIONS, AND SPECIFICATIONS OF THE SOLICITATION WILL APPLY TO ALL ORDERS.
3. ANY AGENCY AUTHORIZED TO PURCHASE FROM THIS CONTRACT MUST ISSUE AN ORDER AND REFERENCE THE CONTRACT NUMBER, LINE NUMBER AND COMMODITY ITEM NUMBER FOR EACH ITEM.
4. CHANGES IN ITEMS TO BE FURNISHED ARE NOT PERMITTED (UNLESS APPROVED BY THE OFFICE OF STATE PURCHASING PRIOR TO DELIVERY). PRIOR APPROVAL MUST ALSO BE OBTAINED BEFORE DISTRIBUTORS CAN BE ADDED OR DELETED.
5. IF A DISTRIBUTOR LIST WAS SUBMITTED, CONTRACTOR MUST SEND COPIES OF THIS AWARD TO EACH DISTRIBUTOR.
6. QUANTITIES LISTED ARE ESTIMATED AND NO QUANTITIES ARE GUARANTEED (UNLESS "COMMITTED VOLUME" IS SPECIFICALLY STATED). CONTRACTOR MUST SUPPLY ACTUAL REQUIREMENTS ORDERED AT THE CONTRACT PRICE AWARDED.
7. COMPLIANCE WITH CIVIL RIGHTS LAWS.

THE CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, THE FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VIETNAM ERA VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. CONTRACTOR AGREES TO NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT, WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY CONTRACTOR OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE SHALL BE GROUNDS FOR TERMINATION OF THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT.

RECOMMENDING APPROVAL:


STATE PURCHASING OFFICER/SUPERVISOR

APPROVED BY:


DENISE LEA
DIRECTOR OF PURCHASING



Welcome to
AT&T TeleConference Services
 It's Never Been Easier
 to Call a Meeting.

**Get Everyone Into the Same Room...
 Even When They're Not in the Same Room!**

In a business climate that's more competitive than ever, AT&T TeleConference Services gives you a big advantage: the ability to "call a meeting" quickly and easily...whenever and **wherever** you need to. From brainstorming sessions to new product announcements, AT&T TeleConference Services can help you get **more** done in **less** time.

Please take a moment to review the following information.
 Please call your AT&T Representative with any questions.

AT&T Reservations/Customer Care Numbers:
 1-800-526-2655 or 1-205-206-2301
AT&T Executive Services Only:
 1-800-932-1100 or 1-612-334-6983

AT&T TeleConference Services – Touch-Tone Commands

RESERVATIONLESS		RESERVATION-BASED	
Access Menu Options	*#	Access Menu Options	#0
Exit Menu Options	#	Specialist Assist	0
Specialist Assist On/Off	*0	Mute On/Off	1
Dial Out to Participant	*1	Participant Count	2
Begin/End Conference/Record	*2	Entry/Exit Tones On/Off	3
Entry/Exit Options	*3	Host-Led Q&A	4
Conference Lock On/Off	*4	Dial Out to Participant	6
Participant Count	*5	Broadcast Mode On/Off	7
Mute On/Off	*6	Access Secondary Options	8
More Commands & Host Options	*7	Specialist Assist	0
Conference Continuation w/o Host (current call)	*8	Conference Lock On/Off	1
Participant List	*9	Conference Continuation On/Off	2
More Command & Host Options		Return to Previous Menu	7
Broadcast Mode On/Off	1	Replay Current Menu Options	9
Question & Answer	2		
Voting & Polling	3		
Return to Conference	#		

State of Louisiana

Your AT&T TeleConference Services Options

To meet your unique teleconferencing needs, AT&T offers a variety of call types and features.

AT&T Reservationless Service

AT&T Reservationless Service from AT&T TeleConference Services lets you hold conference calls anytime – day or night – **without making a reservation!** Call the AT&T TeleConference Customer Care Center to register today and get your own dedicated dial-in numbers and access codes. When you need to have a conference call, just provide the date, time, dial-in number, and access code to your participants. AT&T will give you a personalized wallet card with your dedicated dial-in information.

To record your Reservationless conference call, press *2 on your telephone keypad to begin recording. To order a copy of the recording, go to: <https://www.teleconference.att.com/conferencerecord>
 You can request a cassette, CD, transcription, or set up a Digitized Replay. .WAV files are available on CDs.

Reservationless Operator-Assisted Dial-In

An AT&T Specialist will greet participants when they dial in to the conference bridge.

For additional security, the AT&T Specialist can request information from each participant prior to adding him or her to your call. This may include name, location, participant telephone number, and password.

The host can also request a participant list during the conference call by using the touch-tone prompt to immediately reach an AT&T Specialist or calling the AT&T TeleConference Customer Care Center after the conference call. (Participant lists are available for 30 days after the conference call.)

Reservationless Operator-Assisted Dial-In is available for conference calls with up to 50 participants. For larger conference calls requiring Operator Assistance, please call the AT&T TeleConference Customer Care Center to make a reservation.

Participant List Reporting: An AT&T Specialist will collect participant information at the beginning of each call and fax or email this information to the host.

Your Calling Options for Reserved Calls

AT&T offers the assistance and services you need for successful Reservation-Based calls.

AT&T Dial-In Audio Conferencing

An AT&T Dial-In Audio Conference (or "meet me" call) enables participants to join the conference from virtually any telephone in the world – including hotel phones and public pay phones – perfect for hard-to-reach people on the go!

Toll-Free Dial-In

Participants use a toll-free number to join the call. The host pays all transport, bridge, and setup charges.

Caller-Paid Dial-In

Participants use a 10-digit number to join the call and are charged for the transport between their locations and the bridge. The host pays all bridge and setup charges.

Operator-Assisted Dial-In

Operator-Assisted Dial-In is available in both the Caller-Paid and Toll-Free options. This call type offers a personal customer service touch and security features for your conference calls.

The following specialized features are available to you:

Solicitation and Enforcement Instructions: An AT&T Specialist will ask for certain information from participants before adding them to the call.

Password Screening: Allows the host to specify a password that each participant must provide before joining the conference call.

Participant List Screening: Allows the host to specify a list of participants who may dial in to the call.

Arrival Introductions: An AT&T Specialist will introduce each conference call participant.

Participant List Reporting: An AT&T Specialist will collect participant information at the beginning of each call and fax or email this information to the host.

AT&T Operator-Dialed Audio Conferencing

Just give us a list of your conference call participants, and an AT&T Specialist will call them prior to the start of your call.

Innovative Service Features

You can also choose from a wide range of features that make teleconferencing an indispensable way of doing business. Ask for more information when you set up your next call.

Conference Continuation Without Host

You, as host, can allow a conference call to continue after you disconnect via a touch-tone prompt.

Reserved Recording

Provides a record of your audio conference on audiocassette.

Transcription

Provides written documentation of your audio conference.

Digitized Replay

In today's fast-paced world, it can be difficult to get everyone together for a single conference call. That's why there's Digitized Replay. The Digitized Replay feature digitally records a conference call, so participants who missed the meeting won't be left out of the loop. Digitized Replay is also useful for clarifying notes and confirming what was discussed.

To use, simply request this feature when you make your reservation.

Auto Expansion

At time of reservation, the host can request auto port expansion. This feature allows the flexibility to add additional participants onto the conference call without a specialist interrupting the call.

AT&T Conference Monitor

With AT&T Conference Monitor, you – as the host – can control your conference calls via the Internet. The Conference Monitor empowers you to monitor your calls based on your needs without the intervention of an AT&T Specialist. Go to:

<https://www.att.com/teleconferencecenter>

AT&T Internet Reservations

Use our Internet Reservation System to create one-time, recurring, and on-demand dial-in reservations. As an added benefit, you can email dial-in information to each participant in seconds!

To use, go to:

<https://www.teleconference.att.com/resv>

After your reservation has been confirmed, simply enter each participant's email address and send.

To access the system for the first time, you must enter the following company ID and password:

Company ID: louisiana1

Password: stategov

AT&T Optional Services

AT&T Web Conferencing Services

AT&T Web Meeting Service

AT&T Web Meeting Service allows you to collaborate with other participants – online and in real-time – with powerful and easy to use document, application, and desktop sharing features. Use it seamlessly with your Reservationless or Reserved AT&T Audio Conferences to present documents, spreadsheets, and illustrations to employees, vendors, and customers.

Access AT&T Web Meeting Service at:

<http://www.webmeeting.att.com>

AT&T Web Conference Suite

The AT&T Web Conference Suite provides the latest collection of interactive Web communication tools, enabling full access to the entire portfolio of WebEx conferencing services. Through the My WebEx personalized portal, key organizations such as Sales, Support, and Training can use department-specific tools to conduct meetings.

To Start or Schedule an AT&T Web Conference Suite, go to:

<https://www.teleconference.att.com/resv>

To see a Web Conferencing Demo, visit:

<http://www.att.com/webmeetingdemo>

To register for Web Conferencing training, go to:

<http://attwebtrain.123attend.com> Password: webtrain

AT&T Executive TeleConference Services Options

As an AT&T Executive TeleConference Services customer, you can take advantage of exclusive features, such as Participant Screening, Professional Moderator, Facsimile Service, and more! Use them to put your best foot forward for high-level conference calls like these:

- Investor Reporting
- Employee Broadcasts
- Press Announcements
- Executive Conferences

And because image is everything during such critical calls, AT&T offers Custom Messaging On Hold as an alternative to traditional music on hold. So you can create a positive, informative atmosphere – even before the conference call begins!

Make the Most of Every Conference Call With These Simple Tips!

Before the Call:

- Prepare an agenda, so you will have a productive meeting.
- Advise participants of the date, time, dial-in information, and planned duration.
- Let participants know that you will start the call promptly.
- Provide all materials to participants prior to the call.

During the Call:

- Do a roll call.
- Seat key participants near the speakerphone.
- Ask participants to speak naturally, identify themselves while speaking, and pause for others to comment.
- Direct questions/comments to specific individuals or locations.
- Encourage participation and stimulate discussion.
- Spell out unusual terms, names, and numbers.
- Mute speakerphones when not in use. If a mute button is not available on your phone, use the touch-tone features on your keypad.
- Avoid putting phones on hold. "Hold music" could disrupt your conference.
- Summarize next steps, deadlines, and action items clearly.
- Choose a date and time for your next conference call while everyone is still on the line.

After the Call:

- Follow up on key decisions and action items.
- If not using AT&T Reservationless Service, reserve your next conference call!

For AT&T Training and Account Support, contact your AT&T Representative:

Stan Mobley

404 420-7380

sgmobley@ems.att.com

<http://www.att.com/virtualmeetings>

Special Notes:

The State of Louisiana Teleconference Account has been setup with Department Level Billing. To have your Department's billing information added to the account please send the following information in an e-mail to sgmoble@att.com

Department Name
Main Contact Name
Phone Number
E-Mail

Once your e-mail is received you will be contacted with specific instructions on how to proceed with ordering service which will bill to your department.

SPECIAL TERMS AND CONDITIONS

STATEWIDE COMPETITIVE CONTRACT

NUMBER : 407006
T-NUMBER : 92501

VENDOR: BELLSOUTH COMMUNICATION

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- 1 VENDOR LIST. THE BIDDER WHO SIGNS THE BID WILL BE DESIGNATED AS PRIME CONTRACTOR ON ANY CONTRACT RESULTING FROM THIS SOLICITATION. IF ADDITIONAL DISTRIBUTOR VENDORS ARE AUTHORIZED TO RECEIVE ORDERS FOR ITEMS CONTAINED IN SAID CONTRACT, THE BIDDER MUST SUBMIT WITH THE BID, A LIST OF THOSE ADDITIONAL AUTHORIZED DISTRIBUTORS INCLUDING THE COMPLETE BUSINESS ADDRESS. THE PRIME CONTRACTOR WILL BE RESPONSIBLE FOR THE ACTIONS OF ANY DISTRIBUTOR VENDORS LISTED.

PRICE SHEET		STATEWIDE COMPETITIVE CONTRACT			
NUMBER : 407006 T-NUMBER : 92501		VENDOR: BELLSOUTH COMMUNICATION			PAGE 3
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	DISCOUNT OFF CATALOG PRICE
	UNLESS SPECIFIED OTHERWISE BELOW:				
	SHIP TO: STATEWIDE DELIVERY				
00001	COMMODITY CODE: 915-79-120520 AUDIO CONFERENCING SERVICE, DIAL-IN AUTO CONFERENCING AND TOLL-FREE ACCESS.AUDIO CONFERENCING \$.0325 PER MIN. ACCOUNT SET - UP FEE AND RESERVATIONLESS AUDIO CONFERENCING ARE NO CHARGE	1	MIN	\$.03250	
00002	COMMODITY CODE: 915-79-120520 AUDIO CONFERENCING SERVICE, INTERNATIONAL CALLS: HOST DIAL OUT CUSTOMERS BRIDGING PARTICIPANTS INTO CONFERENCE WILL BE BILLED \$0.0325 PER MINUTE/ PER PARTICIPANT IN ADDITION TO THE CORRESPONDING DOMESTIC ORIGINATION IDDD CHARGE	1	MIN	\$.03250	
00003	COMMODITY CODE: 915-79-120520 AUDIO CONFERENCING SERVICE, INTERNATIONAL CALLS PRICING: PARTICIPANTS DIALING IN FROM INTERNATIONAL LOCATIONS INCUR NORMAL INTERNATIONAL TOLL CHARGES AS DICTATED FROM PARTICIPANTS LONG DISTANCE CARRIER. THE BELLSOUTH CONFERENCING CUSTOMER WILL INCUR THE \$0.0325 PER MINUTE/ PER PARTICIPANT CHARGE.	1	MIN	\$.03250	
00004	COMMODITY CODE: 915-79-120520 AUDIO CONFERENCING SERVICE, BELLSOUTH ON-DEMAND/ RESERVATIONLESS MEETING SERVICE- SERVICE: MEETING NUMBER AND PIN SECURITY, LOCK AND UNLOCK CONFERENCE, PARTICIPANT WAITING/GREETING ROOM ARE AT NO CHARGE DIAL-OUT \$.0325 PER MINUTE AND PER PARTICIPANT-DOMESTIC ONLY.	1	MIN	\$.03250	
00005	COMMODITY CODE: 915-79-120520 AUDIO CONFERENCING SERVICE, BELLSOUTH ON-DEMAND/ RESERVATIONLESS MEETING SERVICE COORDINATOR ON DEMAND, LISTEN ONLY Q&A, PASS CHAIRPERSON CONTROL, SILENT ENTRY, SUB-CONFERENCING, SELF MUTE/UN-MUTE, PARTICIPANT COUNT, CLOSE CONFERENCE ARE AT NO CHARGE. ON-DEMAND DIGITAL RECORD / PLAYBACK \$0.16 PER MINUTE AND PER PARTICIPANT.	1	MIN	\$.16000	