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# Memorandum

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**To:** Customers purchasing Motorola Radios as part of MSWIN  
**From:** Craig P. Orgeron, Ph.D., Executive Director of ITS  
Vicki Helfrich, Executive Officer of the WCC  
**Date:** July 2, 2010 – Revised August 8, 2014  
**Re:** MSWIN RFP 3429: Instructions for Use

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## 1. Introduction

- 1.1 Information Technology Services (ITS) and the Wireless Communication Commission (WCC) issued Request for Proposal (RFP) 3429 for a statewide Digital Trunked Land Mobile Radio System service. In June 2007, the WCC executed a turnkey agreement with Motorola Solutions, Inc. f/k/a Motorola, Inc. (“Motorola”) for the implementation of the statewide radio system to be known as the Mississippi Wireless Information Network (MSWIN).
- 1.2 This **MSWIN RFP 3429: Instructions for Use** Memorandum provides ITS and WCC customers authorization and instructions for making purchases using the MSWIN Motorola 3429 contract.
- 1.3 *Who May Use:* MSWIN RFP 3429 may be used in the acquisition of specific Motorola configurations of Mobile, Portable, and Dispatch Console units and accessories by Mississippi agencies, universities, community/junior colleges and governing authorities (cities, counties and school districts). This award meets Mississippi requirements for legal purchases.
- 1.4 *Dollar Limitations of Use*
  - 1.4.1 Any procurement of wireless communication equipment and services which when combined with previous procurements during the current fiscal year exceeds \$100,000 requires prior approval by the WCC. The procedure for requesting approval is located on the WCC web site at <http://www.wcc.ms.gov/>.

- 1.4.2 Any use of RFP 3429 must have prior, written approval for all purchases over \$100,000 from the WCC, as described in Section 4 below.

Once the WCC has provided written approval, there is no maximum dollar limitation for use of MSWIN RFP 3429. Additional approval from ITS to use MSWIN RFP 3429 is not necessary. Radio purchases under \$100,000 may use the Two-Way Radio Express Products List, available at <http://dsitspe01.its.ms.gov/its/RadioEPLOnline.nsf/VendorPrint?OpenForm>

- 1.4.3 For purchases under \$100,000 the WCC has delegated authority to purchase from MSWIN RFP 3429 to the customer entity.

1.5 *Effective Dates*

RFP 3429 is effective from June 29, 2007 to June 30, 2017. Effective July 2, 2010, Motorola has created the special MSWIN RFP 3429 Website for customer price verification as described in the ordering process below.

2. **How to Obtain Price Quotations from the MSWIN 3429 Website**

- 2.1 Customers should first obtain a quotation for their project from Motorola or one of the approved Motorola Dealers listed in item 5 below.
- 2.2 Customer must then verify the pricing quotation from a specially created Motorola MSWN RFP 3429 website. Print a copy of the website pricing for your project file.
- 2.3 Shipping Costs are included in the MSWIN 3429 price.
- 2.4 The MSWIN 3429 Website is at this link:  
<https://businessonline.motorolasolutions.com/default.asp>

A screenshot of the Motorola Online Login page. The page has a blue header with the text 'Motorola Online Login'. Below the header, there is a prompt: 'Please enter your authorized user ID and password'. There are two input fields: 'User ID:' with the text 'MSWIN3429' entered, and 'Password:' with a masked password of ten dots. A 'Login' button is located below the password field.

If you are new to Motorola Online, [Sign Up Now](#). [Problems Signing In?](#) [Click Here for Assistance](#)

This site is best viewed using Microsoft Internet Explorer 5.5+

- 2.4.1 Enter USER ID –MSWIN3429  
Password – MSWIN3429  
**Passwords are case sensitive.**

2.4.2 Note that this Login is a generic login that all Mississippi customers may use to view pricing. However, it is highly recommended that you get your own individual Login and Password in order to “Save your Cart” and Configurations and ensure privacy regarding your purchase.

2.5 **Setting up a Unique User ID and Password with Motorola Online**  
At the same link as above, click the “Sign Up Now” link on the login page.  
<https://businessonline.motorolasolutions.com/default.asp>

2.5.1 Upon clicking Sign Up Now, you will be redirected to fill out a form as displayed in the screen shot below. Once that form is filled out and submitted, the user id will be setup by Motorola and you will receive email confirmation when it is completed within 48 hours.



If you are new to Motorola Online, [Sign Up Now.](#) Problems Signing In? [Click Here for Assistance](#)

This site is best viewed using Microsoft Internet Explorer 5.5+

## 2.5.2 User ID Registration Screen

2.5.2.1 Fill in the ID Registration and “Submit”. You can create your own User ID and Password. To identify yourself with the MSWIN contract pricing, fill in these fields as follows:  
-Motorola Contact: Paula Merritt  
-Customer Number: 1036284636  
-Comments: MSWIN 3429. You may also show additional comments as needed.

## Motorola User ID Registration

Please complete the following to register for a Motorola User ID. After you have completed the registration process, someone from the Motorola Online HelpDesk should contact you to complete the MOL sign-up process. You may want to refer to the links on the left for additional information or assistance.

In order to ensure efficient processing of your registration request, please provide your business/organization information below. Required fields are marked with single asterisk (\*). Fields marked with two asterisks (\*\*) are only required for the USA and Canada.

* User ID:	<input type="text"/>	* Company / Organization:	<input type="text"/>
* Password:	<input type="text"/>	Street Address:	<input type="text"/>
* Confirm Password:	<input type="text"/>	City:	<input type="text"/>
* First Name:	<input type="text"/>	** State/Province:	Mississippi <input type="text"/>
* Last Name (Surname):	<input type="text"/>	** Zip/Postal Code:	<input type="text"/>
* Email Address:	<input type="text"/>	* Country:	United States <input type="text"/>
* Confirm Email Address:	<input type="text"/>	* Telephone Number:	<input type="text"/>
Job title:	<input type="text"/>	Fax Number:	<input type="text"/>
Motorola Contact:	Paula Merritt	Business:	Government and Enterprise <input type="text"/>
Customer Number:	1036284636	Requesting Company Administrative Rights:	<input type="checkbox"/>

Additional Information:  
MSWIN 3429

## 2.6 Using the Motorola Online Site to Check MSWIN 3429 Pricing

2.6.1 You can use either the State's "Generic" Login or the individual Login you create to access the MSWIN pricing, create a Cart/Configuration, or email your configuration to yourself and the Motorola Team as an "E-Quote."

2.6.2 Be careful when using the State's "Generic" Login when you save your configuration. Look for a warning sign in red: **"An open cart has been detected. Click here to go directly to the open cart."**

The screenshot shows the Motorola Online site header with navigation links: Contact Us, Search, Buying Center, Resource Center, Training Center, Order Status, and Shopping Cart. Below the header, there is a Home link and a contact number 800-814-0601. A warning message is displayed: "An open cart has been detected. Click here to go directly to the open cart." The message is highlighted in red. A red arrow points from the "Active Cart" link in the Shopping Cart menu to the warning message. Another red arrow points from the warning message to the "An open cart has been detected..." text.

2.6.3 Click the RED link to go to the open cart OR under "Shopping Cart" on the top menu bar, click "Active Cart".

2.6.4 Delete the "Active Cart" to clear it before starting your own configuration.

2.6.5 If you do not clear the Active Cart, then your configuration will be added to the previous person's configuration.

2.6.6 If you have added items to your shopping cart but do not wish to Save the Cart, please delete your cart before logging off so that your quotes will not be there for the next user.

2.6.7 Note that any “Saved Cart” can later be accessed by choosing “Shopping Cart” on the top menu bar, and clicking “Saved Cart”. Saved Carts are on the site for 30 days.

## 2.7 Radio/Accessory Pricing

You have two options for obtaining pricing in Motorola Online (MOL). You can go to the Quick Buy Screen for Quick Entry or you can utilize our Browse Catalog feature.

### Quick Buy Function – Radios

You can find pricing for radios by going to Buying Center>Quick Buy. You will see the order entry page (see screenshot below) with the radio packages for your contract listed. You can view the pricing, by clicking on the package and using the arrow to add it to the box on the right. Once that is completed, you will need to click the “add to cart” button.

### Cart Page (Radio)

The screenshot shows the Motorola Quick Buy interface. At the top, there is a navigation bar with icons for Buying Center, Resource Center, Training Center, Order Status, Shopping Cart, Repair Status, Account Status, Settings, Help, and Logout. Below this is a breadcrumb trail: Home > Buying Center > Quick Buy. A contact number 800-814-0601 and a 'Change' button are also visible. The main content area is titled 'Quick Buy' and contains a 'Select package and click arrow to add' section. This section has a dropdown menu for 'Contract Packages' with the following options: XL2000 MOBILE WP25 SOFTWARE, XL2000 CONSOLE LTE WP25 SOFTWARE, ANTENNA SYS ITEM, XT2500 PORTABLES WP25 SOFTWARE, and XL2000 MOBILE WP25 SOFTWARE. A quantity of 1 is entered in the 'Qty' field. Below this is a table for adding items to the cart. The table has columns for 'Line', 'Item Number', 'Qty', and 'Standard Options'. The first row is numbered 1 and has a 'Standard Options' checkbox. The second row is numbered 2 and also has a 'Standard Options' checkbox. There are also 'Add' and 'Remove' buttons for each row.

## Cart Page (Add Package to Cart)

[Home](#) > [Buying Center](#) > [Quick Buy](#)  
 800-814-0601 Contact Motorola for your customer care needs.

**Quick Buy** MISSISSIPPI, STAT  
CONTRACT: MSWIN

Select package and click arrow to add

Contract Packages -----	Qty	Select package and click arrow to remove
----- Contract Packages ----- XTL5000 MOBILE W/P25 S OF TWARE XTL5000 CONSOLETT E W/P25 SOFTWARE ANTENNA SYSTEM XTS2500 PORTABLES W/P25 SOFTWARE XTL2500 MOBILE W/P25 SOFTWARE	1	XTL5000 MOBILE W/P25 SOFTWARE - Qty 1

Display: 10 lines [Update](#) [Item Validation...](#) [Hide Options](#) [Hide Notes](#)

Line	Item Number	Qty	For standard options, please check the box. To order different options, enter them in the area below, and use ENTER OR >> to add to the list.	Standard Options
1.			>>	<input type="checkbox"/>

## Quick Buy Function -- Accessories

This form of entry for accessories would be utilized if you know your part numbers and just need pricing. You can enter your part number in the blank boxes under Item Number (Screenshots are shown below for your reference). When you have entered all the parts you would like to price and their quantity, click the “add to cart” to be to be navigated to the cart page to view the pricing.

[Home](#) > [Buying Center](#) > [Quick Buy](#)  
 800-814-0601 Contact Motorola for your customer care needs.

**Quick Buy** MISSISSIPPI  
CONTRACT:

Select package and click arrow to add

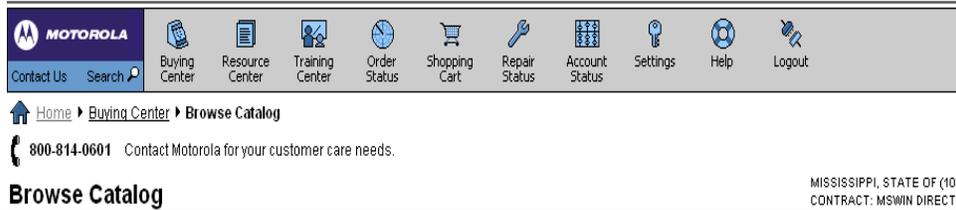
Contract Packages -----	Qty	Select package and click arrow to remove
----- Contract Packages ----- XTL5000 MOBILE W/P25 SOFTWARE XTL5000 CONSOLETT E W/P25 SOFTWARE ANTENNA SYSTEM XTS2500 PORTABLES W/P25 SOFTWARE XTL2500 MOBILE W/P25 SOFTWARE	1	

Display: 10 lines [Update](#) [Item Validation...](#) [Hide Options](#) [Hide Notes](#)

Line	Item Number	Qty	For standard options, please check the box. To order different options, enter them in the area below, and use ENTER OR >> to add to the list.	Standard Options
1.	NTN7144CR	1	>>	<input type="checkbox"/>
Notes			<<	
2.			>>	<input type="checkbox"/>

## Browse Catalog – Radios

The path to utilize the browse catalog feature is Buying Center>Browse Catalog. For radios, you will want to click the “Contract Packages” link to view the radio packages available.



## Browse Catalog – Accessories

The path to utilize the browse catalog feature is Buying Center>Browse Catalog. For accessories, you will want to click “the 2 –Way Radios, Systems and Interoperability Solutions” link. Once the page expands, you can click on the radio model name that corresponds to the accessories you would like to find.



2.8 You can save or email your cart with in the cart screen. It is recommended that if you are saving your cart or configuration that you create a unique User ID and Password to ensure privacy.

## 2.9 Cart Functions

Once a radio or accessory is added to a cart, you will see the screen listed in the screenshots below. You will have several options on this page, such as emailing a copy of the cart, saving the cart (we recommend setting up an individual user id if you wish to use this function) and delete cart.

Home > Buying Center > Shopping Cart  
 800-814-0601 Contact Motorola for your customer care needs.

### Unnamed Cart

Created By: msept3429      Currency: US  
 Created On: 25 Jun 2010      Contract: MSWVN DIRECT

[Print View](#)   [Email Cart](#)   [Delete Cart](#)   [Save Cart](#)

To add items to this cart, please use Buying Center  
 ▼ Indicates items not in your selected contract. Other discounts may apply.

1. **XTS2500 PORTABLES W/P25 SOFTWARE**  
 XTS2500 Portables w/P25 Software: 21726 - Mississippi MSWVN  
 Unit of Measure: 1 ea

Earliest Available Ship Date	Available	List price	Your price	Quantity	Extended price
05-Oct-2010	N	16,241.50	13,811.88	1	13,811.88

[Remove](#)

**Package consists of:**  
**Model No. H46UCH9PW7BN**  
 XTS2500 762-870MHZ/1-3W/870 CHANNELS/3X6 KEYPAD/ MODEL 3  
 Unit of Measure: 1 EA

List price	Your price	Quantity	Extended price
4,622.00	3,926.70	1	3,926.70

**Configuration:**

Model Number	Description	List price	Your price	Quantity	Extended price
H46UCH9PW7BN	XTS2500 762-870MHZ/1-3W/870 CHANNELS/3X6 KEYPAD/ MODEL 3	1,950.00	1,657.50	1	1,657.50

As well, there are other shopping functions within the cart page, such as continue shopping, recalculate if a quantity is changed. Some of the cart functions have been detailed out below. If you have any questions, please contact our MOL Support Line at 800-814-0601.

[Line Notes](#)

**Item Number. NNTN4117A**  
 CARRY CASE WITH BELT LOOP & T-STRAP  
 Unit of Measure: 1 EA

List price	Your price	Quantity	Extended price
60.00	51.00	1	51.00

[Line Notes](#)   [Remove](#)

**Item Number. NTN1873A**  
 CHARGER, IMPRES RAPID RATE, 110V US PLUG  
 Unit of Measure: 1 EA

List price	Your price	Quantity	Extended price
165.00	140.25	1	140.25

[Line Notes](#)   [Remove](#)

To add items to this cart, please use Buying Center  
 ▲ Motorola does not guarantee the prices and availability on saved carts.

**Total:** **17,852.78**

[Print View](#)   [Email Cart](#)   [Save Cart](#)

[Add To Order Pad](#)   [Go To Quick Buy](#)   [Continue Shopping](#)   [Recalculate](#)

## Email Cart

The email cart button allows you to email a copy of the cart to the user's email address and copy any necessary contacts within your organization. Put your email address and any other email addresses you want to receive a copy in the "CC" line, separated by commas.

## Save Cart

The save cart button allows you to save work in progress. For example, you have created a customer configuration and need to ask someone a question prior to completing the cart you are working to build, you can click "save" and come back to the cart.

## Continue Shopping

The “continue shopping” button allows you to return to the “Quick buy” screen and enter additional radios/part to your cart.

## Recalculate

The recalculate button can be used if you need to update quantities in your cart screen to get an updated view of total pricing for items you are pricing.

## Personality Information

If the radio or accessory part number requires personality/tech edit data, you will be re-directed to the screen listed below. Because no order is being placed while checking price, you can just enter the word test in all the open fields. After you have entered the text, click “continue” and you will be directed to the cart screen to view the pricing.

### Personality: SVC03SVC0117D

Models with configuration:   
M30URS9PW1AN  
M30URS9PW1AN  
SVC03SVC0117D

Please click on a model to the left to configure it.

Partially configured  
 All

Models followed by (\*) need mandatory options.  
Models followed by (#) need personality.

Currency :US

Item Number	Description	List Price (ea)	Your Price (ea)
SVC03SVC0117D	SYSTEM UPGRADE SERVICES	1.00	1.00

Service Provider Vendor # - Site Code	<input type="text" value="TEST"/>
Service Provider City	<input type="text" value="TEST"/>
Service Provider Name	<input type="text" value="TEST"/>
Service Provider State	<input type="text" value="TEST"/>
Supplemental Data for SCW Notes	<input type="text" value="TEST"/>

## Configure Screen Information

In browse catalog and the cart screen, you may be prompted to use the configure screen to choose an option or to review the options you have chosen. On the configurator screen, you will see two different sections – Mandatory and Optional.

For the items in the section marked mandatory, you will need to select at least one per step (also referred to as option class).

For the items in the section marked optional, you can choose to include any of these options. If one is already marked as shown in the example of below or has a pencil (or X looking icon next to it) those are default items that are required by the package setup.

If you get a red error message that refers to a certain option that has not been selected, but is required by another option on the radio, you can click on the configurator to add the required option.

Package consists of:

Model No. M30TSS9PW1 N (Configured)  
 APX7500 DUAL BAND MID POWER  
 Unit of Measure: EA Factory Mutual

	List price	Your price	Quantity
	2,272.00	2,008.85	1

**Mandatory Configurations:** The following configuration steps are mandatory. Select at least one option from each configuration step.

Option	Item #	Description	List Price (ea)	Your Price (ea)	Quantity	Select
Primary Band Options	0A00244AA	ADD: 7500MHZ PRIMARY BAND	0.00	0.00	1	<input checked="" type="checkbox"/>
Operation Mode	0606BE	ENH: IMBE ASTRO DIGITAL CAI OPERATION	515.00	437.75	1	<input checked="" type="checkbox"/>
System	051AT	ENH: SMARTZONE OPERATION APX	1,500.00	1,275.00	1	<input checked="" type="checkbox"/>
Control Head Hardware	0442AJ	ADD: APX7500 05 CONTROL HEAD	432.00	367.20	1	<input checked="" type="checkbox"/>
Mounting	066AM	ADD: DASH MOUNT 05	125.00	106.25	1	<input checked="" type="checkbox"/>
Microphones	W362AM	ADD: CONTROL STATION DESK 0CAI MIC	169.00	143.65	1	<input checked="" type="checkbox"/>
Speaker	0142AD	ADD: NO SPEAKER NEEDED	0.00	0.00	1	<input checked="" type="checkbox"/>
Antenna	069AC	ADD: NO RF ANTENNA NEEDED	0.00	0.00	1	<input checked="" type="checkbox"/>
Secondary Band Options	0A00308AA	ADD: VHF MP SECONDARY BAND	400.00	340.00	1	<input checked="" type="checkbox"/>

**Optional Configurations:** The following configuration steps are optional. Select those you are interested in receiving.

Option	Item #	Description	List Price (ea)	Your Price (ea)	Quantity	Select
Optional System Enhancement Software	0361AH	ADD: P25 TRUNKING SOFTWARE	300.00	265.00	1	<input checked="" type="checkbox"/>

### 3. Use of Two-Way Radio EPL for Service Quotations and Other Purchases

3.1 ITS currently has two contracts covering Two-Way Radios. Either may be used as best fits the customer, project, and the purchase size.

3.1.1 Two-Way Radio EPL 3744 is a multi-award Express Products List that includes many manufacturers and dealers. It has a \$200,000 per fiscal year spending limit without additional approval from ITS. For purchases over \$50,000, the customer MUST obtain quotations from two or more EPL sellers. For any acquisition that results in an expenditure over \$100,000 in a fiscal year, the customer MUST also receive written approval from the WCC. The Two Way Radio EPL includes both MSWIN compatible radios as well as non-MSWIN, from both Motorola as well as other Manufacturers.

3.1.2 MSWIN RFP 3429 is a single award contract to Motorola and only includes products and bundles proposed as part of the MSWIN project. Its use requires approval from the WCC for over \$100,000. For purchases under \$100,000 the WCC has delegated authority to purchase from RFP 3429 to the customer entity.

3.1.3 There is some redundancy as some of the same MSWIN products and bundles are available for smaller purchases on the Two-Way Radio EPL.

3.2 Work with the Motorola representative listed in item 5 to understand whether your radio purchase needs will be part of the statewide MSWIN system.

- 3.3 RFP 3429 pricing does not include the unit service costs for the installation or configuration of the radios. Please ensure that any installation pricing proposed on the quotation from Motorola or a Motorola dealer is no more than the vendor's pricing on Two-Way Radio EPL 3744.
  - 3.3.1 Two-Way Radio EPL Interactive Vendor Fees  
<http://dsitspe01.its.ms.gov/its/RadioEPLOnline.nsf/VendorPrint?OpenForm>
  - 3.3.2 Services for Governing Authorities such as counties are governed under public purchasing law, but ITS highly recommends that you use the Two-Way Radio EPL approved rates as the not-to-exceed cost.

**4. Delegation of Authority to Purchase Two-Way Radio Products and Services**

**4.1 Wireless Communication Commission (WCC)**

Senate Bill 2514, 2005 Regular Session, established the Mississippi Wireless Communication Commission to ensure critical personnel have effective communications services available in emergency situations. The enabling legislation specifically directs the Commission to implement a statewide wireless communications system for state and local governments that enables interoperability between various wireless communications technologies. The Commission is further tasked with the responsibility for approving all wireless communication purchases within the state and for setting forth rules and regulations governing these purchases.

- 4.2 Dollar Limits. The WCC has delegated the purchase approval of wireless products lifecycle cost within certain ranges and has further established an approval process for procurements above these levels. All government entities in the state are under the WCC purview, both state and local.
  - 4.2.1 Lifecycle cost < or = \$100,000; no WCC review required. Normal public purchasing guidelines followed including use of ITS Express Products Lists (EPLs).
  - 4.2.2 Lifecycle cost > \$100,000 but < \$250,000; requires review and approval of WCC Review Committee. Normal public purchasing guidelines followed including use of ITS Express Products Lists (EPLs).
  - 4.2.3 Lifecycle cost > \$250,000; requires review and approval of WCC Review Committee AND the Commission. Normal public purchasing guidelines followed.
- 4.3 For more information on the Wireless Communication Commission, please visit their website: <http://www.wcc.ms.gov/> or call 601-359-5333. The forms to request WCC approval for your project are available by choosing "Purchasing Rules, Guidelines, and Procedures."

4.4 Additional information about delegation of telecommunication purchases is available in the ITS Procurement Handbook, Section 011. The handbook is on the ITS website, <http://www.its.ms.gov> , then choose “Procurement.”

**5. How to Place Your Order**

5.1 Please contact Motorola or an approved Motorola Dealer for RFP 3429 with questions.

<b>All orders for MSWIN 3429 contract are placed directly with Motorola. Invoices will be from Motorola. Remittance will be to Motorola.</b>		
<b>Contact Information</b>	<b>Place Order To</b>	<b>Remit to</b>
Motorola Solutions, Inc. Paula Merritt <a href="mailto:paulamerritt@motorolasolutions.com">paulamerritt@motorolasolutions.com</a>  Mobile – (769) 610-3775 Fax – (601) 939-3693	Motorola Solutions, Inc. Attn: Paula Merritt 10 Canebrake Blvd. Ste. 350 Flowood , MS 39232	Motorola Solutions, Inc. PO Box 404059 Atlanta, GA 30384-4059
Motorola Solutions, Inc. Yogi Rowland <a href="mailto:yogirowland@motorolasolutions.com">yogirowland@motorolasolutions.com</a>  Phone – (205) 999-9890	Motorola Solutions, Inc. Attn: Yogi Rowland 10 Canebrake Blvd, Ste 350 Flowood, MS 39232	Motorola Solutions, Inc. PO Box 404059 Atlanta, GA 30384-4059
Motorola Solutions, Inc. Richard Shelby <a href="mailto:richard.shelby@motorola.com">richard.shelby@motorola.com</a>  Phone – (251) 583-1071	Richard M. Shelby 21297 South Meadows Dive Fairhope, AL 36532	Motorola Solutions, Inc. PO Box 404059 Atlanta, GA 30384-4059
<b>Motorola Dealers Approved to issue quotations under RFP 3429</b>		
<ul style="list-style-type: none"> <li>• Brown Communication: Benita Donald, (601) 352-2313, <a href="mailto:bdonald@brownscomm.com">bdonald@brownscomm.com</a></li> <li>• Comsouth, Inc.: Dale Purvis, (601) 584-9026, <a href="mailto:dpurvis@comsouthinc.com">dpurvis@comsouthinc.com</a></li> <li>• Integrated Communications, Inc.: Joseph D. Stringer, (662) 842-0234, <a href="mailto:jstringer@icitupelo.com">jstringer@icitupelo.com</a></li> <li>• Jackson Communications: Bill Roberts, (601) 519-1389, <a href="mailto:broberts@jacksoncom.com">broberts@jacksoncom.com</a>; Jay Cole (601)665-3249 <a href="mailto:jcole@jacksoncom.com">jcole@jacksoncom.com</a></li> <li>• Team One Communications, Inc: Jonathan Harkey, (228) 762-3721, <a href="mailto:jharkey@TeamOneComm.com">jharkey@TeamOneComm.com</a></li> </ul>		

6. **NIGP Codes**

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 need to be entered for the product categories for products purchased using the Two-Way Radio EPL.

<b>NIGP Code:</b>	<b>Use For:</b>
72689	Two-Way Radio Receivers, Transmitters, Transceivers: Mobile and Base Station (Audio Transfer)
72690	Two-Way Radio Supplies, Parts, and Accessories

7. **What Goes in Your Purchase/Audit File**

At a minimum include:

- 7.1 A copy of the purchase order.
- 7.2 A copy of the vendor quotation.
- 7.3 A copy of the approval letter from the Wireless Communication Commission.
- 7.4 A copy of the product information from the MSWIN Motorola RFP 3429 website for each product being purchased.
- 7.5 Any additional project-related documentation or justification.

8. **Report Problems or Request Assistance**

- 8.1 If you have any questions about using this RFP, please contact the ISS Help Desk at (601) 432-8166, [isshelp@its.ms.gov](mailto:isshelp@its.ms.gov) or the WCC at (601) 359-5333.

Copies of this document are available on the Internet at <http://www.wcc.ms.gov>.