



Memorandum

To: Manufacturers and Resellers Currently on IT Hardware EPL 3760
From: Craig P. Orgeron, Ph.D. ^{cto}
Date: September 21, 2015
Subject: Proper Use of EPL Hourly Rates and Proposal of Service Related Items

It has come to our attention that some of our customers are unsure whether or not an IT Hardware EPL Vendor's hourly rates or Manufacturer's proposed SKUs can legally be used to purchase additional warranties or services for existing products.

Per Section VIII, IT Hardware Processes, Item 9.3 and Sub-Items 9.3.1 – 9.3.2 of IT Hardware EPL RFP 3760, "(9.3) This EPL is not a services RFP nor may any of these service fees be used for warranty/maintenance work. (9.3.1) The use of an IT Hardware EPL service fee as the procurement authority for ongoing maintenance support or for consulting services is prohibited. (9.3.2) This EPL does not provide procurement authority for using the service fees after the initial purchase and installation."

The IT Hardware EPL is not a tool for purchasing services. The EPL allows for the purchase of upgrades to the base hardware warranty, hardware installation, and training as it relates to the purchased hardware, but these items may only be purchased at the time of the initial hardware purchase.

Please take the time to go through your price lists and remove any items that cannot be, or routinely would not be, purchased at the time a directly related piece of IT hardware is purchased. This may include items such as post warranty maintenance, systems analysis, network design or consulting, professional development, training on advanced hardware features or software, and application specific training. These are only some broad examples. Please look at the products on your price lists carefully and use your best judgement. We will continue to review price lists and will continue to request the removal of any product that appears inappropriate.

If you have questions concerning the information above or if we can be of further assistance, please contact Susan McMichael at (601) 432-8118, or send an email to epsteam@its.ms.gov.