

RSWC# 388 Videoconferencing, Audio & Streaming Video Maintenance Contract Information and Usage Instructions

NOTE: Always check the following website to ensure you are looking at the most recent usage instructions: <http://tn.gov/generalservices/article/cpo-statewide-contract-usage-instructions>

Contract Period: March 1, 2014- May 31, 2019

Summary/Background Information: This restricted statewide contract was awarded to a Technical Innovation, LLC for the maintenance of videoconferencing, audio, and streaming equipment with expired warranties.

All executive branch State agencies must go through STS, Unified Communications and Collaboration, to purchase maintenance for their equipment. This contract is not available to local entities.

State Contact Information

Unified Communications & Collaboration:

Mark Stanford
Unified Communications and Collaboration
Strategic Technology Solutions
Office: 615 984-0205
Mark.A.Stanford@tn.gov

Contract Administrator:

Michael Porter
Category Specialist
Central Procurement Office
(615) 741-1192
michael.porter@tn.gov

Vendor Contact Information:

One Diversified LLC (formerly Technical Innovation LLC).

Edison Contract # 41965
Vendor Number # 652
Brian Flint
Project Development

Office: 615-515-3404
Mobile: 615-300-7509
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Nashville, TN 37217

Usage Instructions:

This contract is a restricted Statewide Contract. Purchases under this contract from executive branch state agencies must be processed through STS, Unified Communications and Collaboration,

The most current Contract Documents including Catalog can be found at: [Supplier Portal Contract Documents](#)

Please visit the following URL to order from STS if you are a State agency:
<http://teamtn.gov/sts/section/sts-video-web-app-services>

Requisition and Purchase Order Generation:

For information on how to create a requisition and/or purchase order please click on the "Agency Upgrade User Guide" link on the following page:

<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/helpful-links-/reference-material.html>

Billing and Payment Instructions:

- **F.O.B. Destination (Statewide Contract)-** All state agencies, local government agencies and authorized non-profit enterprises located within the State of Tennessee.
- **Freight F.O.B. State and Local Government Agencies (Dock)**
All quotations shall be F.O.B. destination. The term F.O.B. destination shall mean delivered and unloaded onto the receiving dock of any state agency and, when applicable, any local government agency or authorized corporation within the State of Tennessee, with all charges for transportation and unloading prepaid by the vendor/contractor.
- **Net 30**

Asset and Inventory Management:

All purchases under this Contract by State agencies must be conducted through OIR's Digital Media Services Group.