



## Department of Purchasing

100 N. Main Street, 2<sup>nd</sup> Floor

Suffolk, VA 23434

Ph. (757)925-6762 Fax (757)942-4333

### NOTICE OF INTENT TO AWARD

**TO:** David Hinshaw, Major Account Executive – Gov't/Ed  
Spectrum Enterprise  
216 Moore Ave.  
Suffolk, VA 23434

**Date:** May 19, 2025

**Topic:** RFP 1879-P Session Initiated Protocol (SIP) Trunk and Transport

This notice of Intent to Award is to Spectrum Enterprise, as specified for Suffolk Public Schools, based on the evaluation of the committee. Performance of all services related to this award shall be in accordance with RFP 1879 and addenda, your proposal received on 04/29/2025, all made a part of this award by reference. Contact me if you have questions or need additional information.

Please return an acknowledged copy of this Notice of Intent to Award to the above address within ten (10) calendar days. Thank you and we look forward to working with you.

Sincerely,

Linda Bates, NIGP-CPP, VCO

Coordinator of Purchasing

Receipt of the above **NOTICE OF INTENT TO AWARD** is hereby acknowledged by:

Acknowledged this the \_\_\_\_\_ day of \_\_\_\_\_, 2025

By \_\_\_\_\_ Title \_\_\_\_\_

Copies: John W. Littlefield, Director of Technology  
Bid File

**RFP 1879-P**  
**Session Initiated Protocol (SIP)**  
**May 19, 2025**

**Terms of Agreement:** The term of the contract shall begin on July 1, 2025 and continue through June 30, 2026 after which this agreement will be automatically extended for four (4) additional one-year periods, beginning July 1 and ending June 30 of each year, unless otherwise terminated by either party by giving written notice by May 1 of any given year. The School Board may approve a price increase for each subsequent year. The request shall be presented in writing by April 1 of each year and the cost increases shall not exceed the Consumer Price Index (CPI) as developed by the Bureau of Labor Statistics, U.S. Department of Labor, for all Urban Consumers (CPI-U) South, for the preceding calendar year. Suffolk Public Schools reserves the right to purchase additional services as needed to provide the intent of this Request for Proposal and to negotiate for additional years in order to provide for the continuation of services This agreement reflects the pricing listed below, including all specifications of the bid documents and addendum:

**Pricing Details:**

Total Monthly Recurring Cost \$1,460.00  
Pricing Includes 200 DIDs

Initials \_\_\_\_\_

Date \_\_\_\_\_