
*Sprint Instructions for Ordering Under
Department of Commerce Wireless Voice and Data BPA*

IMPORTANT NOTES REGARDING SPRINT SERVICE:

- Pooled/shared minutes available.
- Wireless coverage available on the DC Metro.
- \$100 credit available for new customers until September 30, 2009. Additional details available from your POC below.

Step 1: Obtain a quote from your point of contact (POC) as noted below:

Primary POC: Roy Van Buskirk
Roy.2.vanbuskirk@sprint.com
703-592-4643

Secondary POC: Andrea Glisson
Andrea.glisson@sprint.com
301-440-2007

Your primary POC will have 48 hours to respond at which point (unless alternatively directed via correspondence) you should contact the secondary POC.

Step 2: Upon receipt of a final quote you will need to send the POC you are working with a signed task order/delivery order including:

1. A Purchase Order Number
2. The BPA Number
3. The GSA Schedule Contract Number GS-35-F-0329L
4. The Sprint BPA Number RA1330-09-BU-0052
5. A Complete Invoicing address
6. A Complete Delivery address and Delivery POC information
7. The Cellular device type(s) if applicable (based on quote)
8. The Cellular service descriptions and term (based on quote)

The contractor name and address you can use is the following:

Contractor Name: Sprint
Street Address: 2001 Edmund Halley Drive
City: Reston
State: VA
Zip: 20191

Step 3: Sprint will deliver the equipment and associated services as directed within 3-5 business days. You will receive all pertinent information regarding the order.
