

Vendor Contacts and Ordering Instructions

To assure PEPPM bid protection, all PEPPM orders must be faxed to PEPPM at <u>800-636-3779</u>, emailed to <u>orders@peppm.org</u> or placed online through Epylon eCommerce. In the body of the purchase order, please include the following language: "As per PEPPM".

Product Line: AngelTrax

Introduction

AngelTrax is a National leading designer, manufacturer, provider and sustainer of mobile surveillance for the school bus, mass transit, waste management, rail industries and Law Enforcement. AngelTrax drives the market with state-of-the-art products, including distinctive Hybrid Component Series DVRs, MOTOTraxTM online surveillance manager and Virtual Synchronized MappingTM technology. Coupled with top-of-the-line cameras for interior and exterior views, AngelTrax develops products for every mobile surveillance need.

AngelTrax is proud to offer exemplary, personalized customer service, second to none, within the mobile video surveillance industry. We employ an array of top-notch individuals who are excited to take part in your mobile surveillance project.

This contract is available for all states. Although we have Sales Executives in each Region; in order to continuously guarantee an exceptional level of customer service, your single point of contact is Sally Klein, who will put you in contact with the correct person or department.

Sally Klein
Government & Education Contract Coordinator
119 South Woodburn Drive
Dothan, Alabama 36305
800-673-1788 Extension 4611
334-692-4606 FAX
sally.klein@angeltrax.com

Placing an Order via Fax or Email:

- 1. Locate product and prices on PEPPM.org or through a sales representative.
- 2. Our posted PEPPM prices are for a quantity of 1. Our posted PEPPM prices are for a quantity of 1. For volume pricing discounts, please submit your written request for volume quote for the PEPPM 2019 Contract to quotesandordersn@angeltrax.com. A quote will be returned to you with volume discount pricing.

3. Address the orders to:

IVS, Inc. – AngelTrax

Attn: Sally Klein, Government Education Contract Coordinator

119 South Woodburn Drive Dothan, Alabama 36305

- 4. All quotes and purchase orders should state "As per PEPPM."
- 5. Fax the completed order to 800-636-3779 or email to orders@peppm.org.
 - a. Your order will be reviewed and edited by PEPPM Staff.
 - b. You will be contacted to make any necessary corrections.
 - c. Your order will be issued to the vendor within 24 hours during the business week after all (if any) corrections are made.
 - d. Your order will be archived for audit support.
- 6. Standard shipping is included on all orders over \$500.00.

Placing an order Online:

Before placing an online order, make sure that your Ship-to Address has been entered by the individual in your organization that manages your Epylon information. Click on My Profile_My Ship-to Addresses to view the addresses available on your account. If it is not listed, you must add it before creating the PO form. Ship-to Addresses are added under Accounts_Ship-to Addresses.

- 1. Login to Epylon at www.epylon.com.
- 2. Click on the Contracts tab.
 - a. Choose between a "line item" or "contracts" search.
 - b. Select **AngelTrax** from the Vendor (Awardee) list.
 - c. Click "Search."
- 3. Add selected line items to a List.
- 4. To request a volume price break, add items to a Spot Price Check form along with your desired quantity and a Response Due Date. The vendor will be notified of your request via email. Once they respond, you'll be notified and can view the response on Epylon. (After viewing a winning response, continue with the instructions that follow.)
- 5. Add selected items to a Purchase Order form.
- 6. Click "Submit" after entering a valid PO number and shipping address.
 - a. The PEPPM contract will automatically be referenced in your PO.
 - b. You will retain a copy of the sent purchase order in your Epylon account. A Printable Version is also available.
 - c. The order will immediately be viewable by the vendor.
 - d. Your order will be archived for audit support.
- 7. Standard shipping is included on all orders over \$500.00.

For any assistance using Epylon, contact <u>service@epylon.com</u> or call 888-211-7438.