



Vendor Contacts and Ordering Instructions

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

Product Line: CareHawk Safety Communications

Introduction

Gemba Security Solutions, LLC is proud to have been awarded the PEPPM contract for the CareHawk product line. Gemba's principals have been instrumental in helping thousands of facilities throughout the U.S. improve their life safety, security and communication infrastructures. We specialize in the design and deployment of cross-platform: security, mass notification, and communication systems. Gemba holds alarm installers licenses in the States of NY and NJ and we are certified by Texas State University, Advanced Law Enforcement Rapid Response Training (ALERT) program in the area of "Civilian Response to Active Shooter (Attack) Events." Gemba is also a certified WBE by NYS, NYC, The Port Authority of NY/NJ and WBENC.

Please contact Gemba with any questions.

Debi Parker | President | 845-988-6960 | dparker@gembasecurity.com

Gemba Security Solutions, LLC | 22 Somerset Lane, Warwick, NY 10990 USA

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.
3. Address the orders to:
Gemba Security Solutions, LLC
22 Somerset Ln
Warwick, NY 10990

Or if using resellers:

Select one of the authorized resellers listed below and address the orders to:
Selected Reseller Name
Reseller Address



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 **Gemba Security Solutions, LLC** from the Vendor (Awardee) list.
 - c. Click “Search.”
3. Add selected line items to a List.
4. Assign a reseller to the item by checking the box next to the item and clicking the “Assign Distributor” button.
5. 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.)
6. Add selected items to a Purchase Order form.
7. 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.
8. Standard shipping is included on all orders over \$500.00.

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



Reseller Listing

Orders may not be sent directly to these resellers. All orders must be placed through the PEPPM fax number (800-636-3779), email address (orders@peppm.org) or Epylon eCommerce (www.epylon.com) to assure PEPPM bid protection.

Select one of the authorized resellers/dealers listed below and address the orders to:

Michigan Orders Only:

Digital Age Technologies
1333 South Oak Road
Davison, Michigan 48423

Mark Spencer
810-658-4008
mspencer@dat-inc.us

Illinois Orders Only:

First Security Systems, Inc.
1811 High Grove Lane
Suite 191
Naperville, Illinois 60540

John Cain
630-961-5900
j.cain@first-sec.com

NY Counties Only:

BROOME, CAYUGA
CHEMUNG,
CHENANGO,
CORTLAND, HERKIMER
JEFFERSON, LEWIS
MADISON, ONEIDA
ONONDAGA, OSWEGO
OTSEGO, SCHUYLER
SENECA, ST. LAWRENCE
TIOGA and TOMPKINS

Presentation Concepts Corporation, Inc
6517 Basile Rowe
East Syracuse, NY 13057

Samantha Haun
315-437-1314 x 112
shaun@pccav.com