

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: Boxlight, Inc. & Globisens

Introduction

Contact Information

Boxlight, Inc.

Sales Contact: Angie Newton angie.newton@boxlight.com Direct Line: 360-464-2119

Company Mailing Address: 1045 Progress Circle Lawrenceville, GA 30043

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. Contact one of our Authorized Resellers listed below.
- 3. 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 **Boxlight**, **Inc.** 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:

VA, PA, NJ, DE, MD, DC Clinton Learning Solutions 1282 Smallwood Drive West Suite 505 301-710-5395 Waldorf MD 20603 Rob Cruiess Rob@ClintonLS.com

NY Alpha Sum 33-27 91st st. Jackson Heights, NY 11372 Walter Klien 718.898.0242 walter@alphasum.com

NY, MA CT, RI

Custom Computer Specialists 70 Suffolk Court Hauppauge, NY 11788 Peter Hazen 631.864.6699 phazen@customonline.com

CA, OR, WA, NV, CO, NM, ID, UT
TX, OK, KS, NE, ND, SD, NY, PA, CT,
ME, NH, CT, RI, NJ, DC, MD, WV, GA,
VA, NC, FL, SC, OH, MI, IN, KY, IL, WI,
MN, AL, TN, LA, MS, AR, IA, MO, MA
Genesis Collaboration
1045 Progress Circle
(404) 326-9791
Lawrenceville GA 30043
Pat Henry
Pat.henry@genesiscollaboration.com

CA

OnPoint Technologies
4100 Jurupa St Ste 102
Ontario, CA 91761
(909) 937-3355
Larry Mulligan
larry@onpointclassroom.com

PA

Synaptic Systems dba Cloudcast PO Box 566 Dunlevy, PA 15432 Brandon Wagner 412.447.1394 brandon@cloudcastcomputing.com

NJ

KT Office Services 1555 RTE 37 W, Unit 1 Toms River, NJ 08755 Kathy Cauldren 732.914.0002

ΑZ

K12 Soundvision 2733 N Power Rd Ste 102 Mesa AZ 85215 480-924-9788

\mathbf{CO}

Digital Roads 12750 W 42nd Ave Wheat Ridge CO 80033 303-422-4500

AK, CA, WA, OR, ID, NV

ACT Advanced Classroom Technologies 13350 41st Ave NE Suite B Marysville WA 98271 360-658-5200 Jim Williamson - jimw@act-ol.com

WA

CBM, Capital Business Machines PO Box 1456 Olympia WA 98501 United States 360.491.6000

AZ, NM, UT,

Digital Video Networks 8283 North Hayden Rd Ste 195 Scottsdale AZ 85258

AZ, CA

Vector Resources 3530 Voyager Street Torrance, CA 90503

TN

Central Technologies 6101 Industrial Heights Drive, NW Knoxville, TN 37909 Doug Carswell - doug@centralinc.com

NY, NJ, PA, OH, CT, MA

PC University Distributors 99 West Hawthorne Ave Velley Stream, NY 11580 Geoffrey M. Miller - gmm@pcuniversity.com

PA

Visual Sound 485 Parkway Broomall, PA 19073 Luisa Robbins 610.690.1346 lrobbins@visualsound.com

GA

PowerUp Edu 1590 N. Roberts Road Kennesaw, GA 30144 Sterling Wharton 404-596-5474 sterling@powerupedu.com

MA

Whalley Computer Associates One Whalley Way Southwick, MA 01077 Lori Cesan 413-569-4232 lac@wca.com

In the body of the purchase order, please include the following language: "As per PEPPM"