Dear Prospective Vendor,

Shaw University anticipates a major change in the voice, data, video and wireless technology in the coming months. Because of a very aggressive time line, we are requesting Vendor Pre-qualification information to be used for the selection of vendors who will be asked to provide proposals for new systems. Vendors with verified experience and references for similar applications in Higher Education settings will be given priority.

Shaw University, founded in 1865, is the first historically black college of the South. Shaw is a private, co-educational, liberal arts university affiliated with the Baptist Church. The University awards degrees at both the undergraduate and graduate levels.

The University is served by an AVAYA IP Phone and voice mail system, CISCO data network, Polycom Video and CISCO Wireless. The main campus of 20+ buildings at 118 East South Street, Raleigh NC, has approximately 500 administrative phones and 2000 plus analog phones for the dorm rooms. This location is the network hub for voice, data and video serving the nine (9) North Carolina sites of the Center for Alternative Programs in Education (CAPE) locations. These sites have between 4 and 6 IP phone locations and between one to two Polycom video conferencing systems. These remote campuses are connect to the main campus via 10mg fiber optic each.

Our objective is to have one vendor replace or upgrade the current systems with State-of-the –Art systems. That one vendor would then be responsible for on-going support and maintenance. The vendor providing the most value to the University will be the successful vendor.

The attached vendor information request will serve to help the University select qualified vendors to respond to the request for proposals which will be available the week of June 20th. This document will become a part of the vendor proposals.

Please contact Tom Pavek of Elert and Associates with questions.

Best regards,

Malcolm M. Weekes