

Teresa Funderburg

From: Jane Benton [Jane.Benton@dfa.arkansas.gov]
Sent: Monday, May 19, 2014 9:51 PM
To: Teresa Funderburg
Subject: Re: Sole Source Request 3 months extension Global Tel*Link contract
Attachments: image001.png

This is approved. Jane

Sent from my iPhone

> On May 19, 2014, at 4:18 PM, "Teresa Funderburg" <Teresa.Funderburg@arkansas.gov> wrote:

>
> Jane,

> Attached is our request for a 3 month sole source contract with Global Tel*Link for Inmate Telephone Services -current bid #SP-14-0222 for these services is under protest. I didn't enter this request into AASIS because the original contract was done offline - attached email is the previous 3 months sole source Robin Rogers had approved.

> Thanks.

>

>

> From: Teresa Funderburg
> Sent: Wednesday, May 14, 2014 4:48 PM
> To: 'Jennifer Shelton'
> Subject: FW: Contract Options
> Importance: High

>

> ADC and GTL mutually agree to extend our current contract for Inmate Telephone Services for the period of May 15 - August 15, 2014. Attached is their information. Please let me know if additional information is needed.

>

> Thanks.

>

> From: Brian Galke [mailto:brian.galke@gtl.net]
> Sent: Wednesday, May 14, 2014 3:50 PM
> To: Teresa Funderburg
> Cc: 'Jennifer Shelton'; Tom Sweeney
> Subject: Re: Contract Options
> Importance: High

>



Arkansas Department of Correction

Procurement/Accounts Payable
P.O. Box 6408
Pine Bluff, Arkansas 71611
Phone: (870) 850-8510
Procurement Fax: (870) 850-8488
A/P Fax: (870) 850-8490
www.arkansas.gov/doc

May 14, 2014

Jane Benton, Director
Office of State Procurement
1509 West 7th Street, Third Floor
Little Rock, AR 72201

RE: Request for Sole Source Contract (5/14/14 – 8/14/14)
Inmate Collect Phone System Contract/Bid #SP-07-0002 (Offline)

Dear Ms. Benton,

The Arkansas Department of Correction respectfully requests approval of the above referenced sole source contract for inmate telephone services with Global Tel*Link for an additional three month period (May 15, 2014 – August 14, 2014) under the same terms, rates and commissions contract SP-07-0002. This contract ended February 14, 2014 but had been approved for a 3 month period that ends May 14, 2014 under the sole source procurement method. These services were bid out under SP-14-0222 and is currently under protest. In accordance with OSP Policy Directive on Sole Source Procurements, the below information is provided.

1. **Why is this service or commodity needed?** To provide phone services for the state's incarcerated population.
2. **What method(s) were used to determine that a lack of responsible competition exists for this service or commodity?** This service is already provided by Global Tel*Link. This request is to continue these services until a new contract is procured.
3. **How was it determined that this service provider or commodity has exclusive processes or properties?** Global Tel*Link is the current contractor and has the infrastructure already in place to continue these services until the new contract is in place.

4. **Can requirements be modified so that the services or commodity can be competitively bid?**
Yes. Bid SP-14-0222 is under protest. **If not, why?**
5. **Are there patent, copyright, or proprietary rights which make the required service or commodity unavailable from other sources? No.**
6. **What would the agency do if the service or commodity were no longer available? We would have to discontinue phone services for the inmates.**
7. **Detail any program considerations which make the use of a "Sole Source" critical to the successful completion of the task(s). These services were bid out under SP-14-0222 which is currently under protest.**

If further information is needed, please contact me. Thank you for your attention in this matter.

Sincerely,



Teresa Funderburg
Procurement Administrator



Global Tel*Link Corporation
www.gtl.net

Corporate Headquarters
12021 Sunset Hills Road
Suite 100
Reston, VA 20190

Operations Center
107 St. Francis Street
32nd Floor
Mobile, AL 36602

May 14, 2014

Ms. Teresa Funderburg
Procurement Manager
Arkansas Department of Corrections
PO Box 6408
Pine Bluff, AR 71611

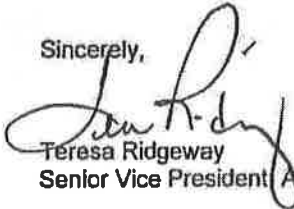
Dear Ms. Funderburg,

Pursuant to your request on May 12, 2014, please let this letter serve as Global Tel*Link's ("GTL") intent to renew the sole source contract with the Arkansas Department of Corrections. GTL understands and agrees that this renewal, from May 15, 2014 through August 15, 2014, will be under the terms and conditions contained in the original agreement.

As requested, please find attached the executed Grant Disclosure form.

If you have any questions, please do not hesitate to contact Tom Sweeney or Brian Galke.

Sincerely,



Teresa Ridgeway
Senior Vice President Administration

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.
 SUBCONTRACTOR: _____

Yes No

TAXPAYER ID NAME: GLOBAL TEL LINK Goods? Services? Both?

YOUR LAST NAME: RIDGEWAY FIRST NAME: TERESA M.I.: _____

ADDRESS: 107 ST. FRANCIS STREET, SUITE 3200 STATE: AL ZIP CODE: 36602 COUNTRY: USA
 CITY: MOBILE

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former, member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (✓)		Name of Position of Job Held <small>(senator, representative, name of board/commission, data entry, etc.)</small>	For How Long?		What is the person(s) name and how are they related to you? <small>(i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.)</small>	Relation
	Current	Former		From MM/YY	To MM/YY		
General Assembly	<input type="checkbox"/>	<input type="checkbox"/>					
Constitutional Officer	<input type="checkbox"/>	<input type="checkbox"/>					
State Board or Commission Member	<input type="checkbox"/>	<input type="checkbox"/>					
State Employee	<input type="checkbox"/>	<input type="checkbox"/>					

None of the above applies

FOR A VENDOR (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held <small>(senator, representative, name of board/commission, data entry, etc.)</small>	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)
General Assembly	<input type="checkbox"/>	<input type="checkbox"/>					
Constitutional Officer	<input type="checkbox"/>	<input type="checkbox"/>					
State Board or Commission Member	<input type="checkbox"/>	<input type="checkbox"/>					
State Employee	<input type="checkbox"/>	<input type="checkbox"/>					

None of the above applies

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:


1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.

2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.

3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature  Title Senior Vice President, Administration Date May 12, 2014
Vendor Contact Person Chris Talbert Title Senior Vice President, Sales Phone No. 903-873-4305

Agency use only
Agency Number 0480 Name Corrections Agency Contact Person T. Funderburg Contact Phone No. 810-850-8502 or Grant No. 0441me
SP 07-0002

Teresa Funderburg

From: Robin Rogers [Robin.Rogers@dfa.arkansas.gov]
Sent: Wednesday, January 15, 2014 2:10 PM
To: Teresa Funderburg
Subject: FW: Sole Source Request - 3 months - Offline contract with Global Tel*Link for Inmate Telephone Services
Attachments: 0957_001.pdf

Based on the attached justification your sole source request is approved. Thank you,

Robin Rogers
Deputy Director
Arkansas State Procurement Department
501-371-6067

From: Teresa Funderburg [mailto:Teresa.Funderburg@arkansas.gov]
Sent: Wednesday, January 15, 2014 11:40 AM
To: Robin Rogers
Cc: Jennifer Shelton
Subject: Sole Source Request - 3 months - Offline contract with Global Tel*Link for Inmate Telephone Services

Robin,

Attached is our request for a 3 month sole source contract with Global Tel*Link for Inmate Telephone Services –current bid #SP-14-0222 for these services closes January 23. I didn't enter this request into AASIS because the original contract was done offline – also the vendor does not have a vendor # because we do not pay them – instead they pay us commission. I can have them set up as a vendor if I need to – just let me know what you need me to do.

Thanks.

From: ADC Procurement [mailto:adc.copier@arkansas.gov]
Sent: Wednesday, January 15, 2014 12:33 PM
To: Teresa Funderburg
Subject: Attached Image



Arkansas Department of Correction

Director's Office
P.O. Box 8707
Pine Bluff, Arkansas 71611-8707
Phone: (870) 267-6200
Fax: (870) 267-6244
www.arkansas.gov/doc

January 8, 2014

Jane Benton, Director
Office of State Procurement
1509 West 7th Street, Third Floor
Little Rock, AR 72201

RE: Request for Sole Source Contract (2/14/14 – 5/14/14)
Inmate Collect Phone System Contract/Bid #SP-07-0002 (Offline)

Dear Ms. Benton,

The Arkansas Department of Correction respectfully requests approval of the above referenced sole source contract for inmate telephone services with Global Tel*Link for a three month period (February 15, 2014 – May 15, 2014) at the same terms, rates and commissions as the current contract SP-07-0002 which ends February 14, 2014. We are currently in the process of bidding these services (SP-14-0222) and will not have a contract in place before the current contract expires. The bid had been delayed due to the anticipated Federal Communications Commission (FCC) ruling concerning interstate rates/commissions on inmate phone calls which could change the bid specifications. In accordance with OSP Policy Directive on Sole Source Procurements, the below information is provided.

- 1. Why is this service or commodity needed?** To provide phone services for the state's incarcerated population.
- 2. What method(s) were used to determine that a lack of responsible competition exists for this service or commodity?** This service is already provided by Global Tel*Link. This request is to continue these services until a new contract is procured.
- 3. How was it determined that this service provider or commodity has exclusive processes or properties?** Global Tel*Link is the current contractor and has the infrastructure already in place to continue these services until the new contract is in place.

4. **Can requirements be modified so that the services or commodity can be competitively bid?**
Yes. The bid for these services is currently on the street. If not, why?
5. **Are there patent, copyright, or proprietary rights which make the required service or commodity unavailable from other sources?** No.
6. **What would the agency do if the service or commodity were no longer available?** We would have to discontinue phone services for the inmates.
7. **Detail any program considerations which make the use of a "Sole Source" critical to the successful completion of the task(s).** We are in the process of bidding these services (SP-14-0222), and will not have a contract in place before the current contract expires on February 14, 2014. The bid had been delayed due to the Federal Communications Commission (FCC) ruling concerning interstate rates/commissions on inmate phone calls which could change the bid specifications.

If further information is needed, please contact Teresa Funderburg at (870)850-8502. Thank you for your attention in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ray Hobbs', written over a faint, illegible stamp or background.

Ray Hobbs
Director



Global Tel*Link Corporation

Executive Offices
12021 Sunset Hills Road
Suite 100
Reston, VA 20190
ph: 703.955.3910
fax: 703.435.0980

Corporate Headquarters
107 St Francis St
32nd Floor
Mobile, AL 36602
ph: 251.338.8859
fax: 251.434.8695

January 10, 2014

Ms. Teresa Funderburg
Procurement Manager
Arkansas Department of Corrections
PO Box 6408
Pine Bluff, AR 71611

Dear Ms. Funderburg,

Pursuant to your request on Thursday, January 9, 2014, please let this letter serve as Global Tel*Link's ("GTL") intent to renew the sole source contract with the Arkansas Department of Corrections. GTL understands and agrees that this renewal, from February 15, 2014 through May 15, 2014, will be under the terms and conditions contained in the original agreement.

As requested, please find attached the executed Grant Disclosure form, the Illegal Immigrant form, and GTL's Equal Employment Statement. If you have any questions, please do not hesitate to contact me. We look forward to our continued work with.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey B. Haidinger". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jeffrey B. Haidinger
President and COO



Corporate Headquarters
2609 Cameron Street
Mobile, AL 36607
tel: 251.479.4500
fax: 251.473.4588
web: GTL.net

FOR BULLETIN BOARD POSTING

EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

It is the policy of Global Tel*Link Corporation to afford equal opportunity for employment to all individuals regardless of race, color, religion, sex, age, national origin, citizenship, veteran status, disability, or genetic information and to prohibit discrimination and harassment based on any of these factors. Global Tel*Link Corporation also observes the fair employment laws in each respective jurisdiction in which we operate. We are strongly bound to this policy. Therefore, we will take affirmative action to ensure that we:

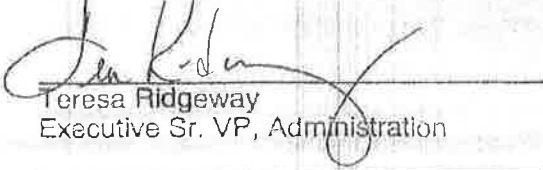
1. recruit, hire, train and promote persons in all job titles without regard to race, color, religion, sex, age, national origin, citizenship, veteran status, disability, or genetic information;
2. base decisions on employment so as to further the principle of Equal Employment Opportunity;
3. ensure that promotion decisions are in accord with principles of Equal Employment Opportunity by imposing only valid requirements for promotional opportunities;
4. ensure that all personnel actions such as compensation, benefits, transfers, layoffs, return from layoff, company sponsored training, education, tuition assistance, and social and recreational programs are administered without regard to race, color, religion, sex, age, national origin, citizenship, veteran status, disability, or genetic information.

It is our belief that our continued success depends on our ability to attract, develop, and retain a highly competent workforce and on the creative, effective and productive use of all our human resources. We are convinced that talent exists across all population groups. We will conduct our business with due regard to the human dignity and innate worth of each individual.

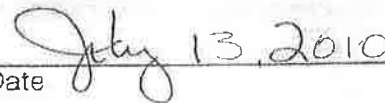
The successful achievement of a nondiscriminatory employment program requires a highly cooperative effort. Management is obliged to lead the way in establishing and implementing affirmative procedures and practices which will ensure our objectives: namely, equitable employment opportunity for all.

I have designated the Director of Human Resources to direct the establishment of and to monitor the implementation of personnel procedures to guide our Affirmative Action Program.

On a quarterly basis, the Director of Human Resources is to audit and report to me regarding the status of our Equal Employment Opportunity and Affirmative Action efforts.


Teresa Ridgeway
Executive Sr. VP, Administration

Date


July 13, 2010

INTEGRITY

INNOVATION

RESPONSIVENESS

ACCOUNTABILITY

DFA Illegal Immigrant Contractor Disclosure Certification

DFA Illegal Immigrant Contractor Disclosure Certification View Submission Details

Vendor:	Global Tel Link
Contract Type:	Technical/General Services
Bid Number:	N/A
Disclosure Statement:	I, certify that we/I do not employ or contract with an illegal immigrant. Answer: yes
Contact E-mail:	brian.galke@gtl.net
Agency Name:	Department of Correction
Submitted At:	01-13-14

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SOCIAL SECURITY NUMBER: _____ OR _____ SUBCONTRACTOR: _____ SUBCONTRACTOR NAME: _____
 TAXPAYER ID #: _____ IS THIS FOR: Yes No

TAXPAYER ID NAME: GLOBAL TEL LINK Goods? Services? Both?

YOUR LAST NAME: RIDGEWAY FIRST NAME: TERESA M.L.:

ADDRESS: 107 ST. FRANCIS ST, 32ND FLOOR

CITY: MOBILE STATE: AL ZIP CODE: 36602 COUNTRY: USA

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (✓)		Name of Position of Job Held (senator, representative, name of board/ commission, data entry, etc.)	For How Long?		What is the person(s) name and how are they related to you? (i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.)	Person's Name(s)	Relation
	Current	Former		From MM/YY	To MM/YY			
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

None of the above applies

FOR AN ENTITY (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held (senator, representative, name of board/ commission, data entry, etc.)	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

None of the above applies

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.

2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.

3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature [Signature] Title Senior Vice President, Administration Date 01/13/2014
Vendor Contact Person Mark Turner Title VP, Sales Central Phone No. 903-873-4305

Agency use only
Agency Correct Agency Contract
Number 048 Name Correct,ms Contact Person T. Funderburg Phone No. 810-850-8502 or Grant No. _____