



**Office of the Clerk**  
**UNITED STATES COURT OF APPEALS FOR THE NINTH CIRCUIT**  
**95 Seventh Street**  
**Post Office Box 193939**  
**San Francisco, California 94119-3939**



**Molly Dwyer**  
**Clerk of Court**

(415) 355-8000

February 27, 2015

Dear Vendor:

The United States Court of Appeals for the Ninth Circuit is seeking Open Market quotes from Avaya Platinum partners to install 40 phone lines from an existing PBX to a Sonexis Conference Bridge according to the attached Statement of Work and Sonexis Installation Guide. All work to be warranted for one year.

The existing Avaya Aura CM6 is located in San Francisco, California. The Sonexis Conference Bridge is on-site, and ready to be installed in San Francisco, California, 94103. The install will be coordinated with Sonexis.

An existing trunk connection from the Avaya MX Conference Bridge must be uninstalled and reinstalled to the new Sonexis.

In order to identify whether or not the court has enough existing lines to make up the required 40 lines, a 5 day traffic study to identify the source of the additional lines is required. This study is to take place either the week of March 9, 2015 or March 16, 2015. The results of the traffic study are to be delivered within 5 business days.

Per the results of the traffic study, install the additional lines, either existing or newly purchased. New phone lines, if needed, will be provided by the Court.

Please include in your quotation:

- Itemized estimate of hours.
- Hourly labor costs.
- Itemized Materials costs, if any.
- Itemized travel costs, if any.
- Any other costs or fees for services, maintenance, etc., if any.
- Verification of Avaya level of certification.

Sonexis Conference Bridge RFQ  
February 27, 2015  
Page Two

Note:

- No substitutions accepted.
- The Judiciary does not pay sales tax.
- Expenses for travel are negotiable, and may be limited to government rate air fare and government per diem rates for travel.
- Awarded vendor, if not registered in SAM will be required to submit attached form AO213.
- We will not sign any commercial agreements.
- See Clauses, Appendix 1B:  
<http://www.uscourts.gov/procurement/clauses.htm>

Your quote must be received no later than Thursday, March 5, 2015. Send via email to [Vanessa\\_urrutia@ca9.uscourts.gov](mailto:Vanessa_urrutia@ca9.uscourts.gov), or fax to (415)355-8552.

Quotations that meet all of the above requirements will be considered and the award will be made based on lowest price.

Very truly yours,

Vanessa Urrutia  
Procurement Specialist  
(415) 355-8055

Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work

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The US Court of Appeals for the 9<sup>th</sup> Circuit has a Sonexis Conference Bridge (Sonexis) and needs the following services from an Avaya Platinum Partner:

Install 40 lines to the Sonexis from our existing Avaya Aura CM6 as follows:

1. Uninstall the existing trunk connection from the existing Avaya MX Conference Bridge and install it to the new Sonexis.
  - a. This work can be done Mon. – Fri between the hours of 8AM to 5PM.
  - b. Once started the work must be completed the same business day.
2. Perform a traffic study to identify the source of the additional lines required to deliver the balance of the 40 lines.
  - a. A traffic study will be used to capture peak traffic usage statistics over a five day period. These usage statistics will then be used by the team to determine if the court currently has sufficient lines to satisfy the 40 line requirement or if additional lines need to be purchased and installed. To that end, it is expected that the next five day window to capture peak volume metrics will be on the week of 3/9/15.
  - b. Results of the traffic study are to be presented within 5 business days of the conclusion of the study with a recommendation for the source of the lines.
3. Install the additional lines.
  - a. If a new T1 is not needed, take the additional lines from the existing trunks servicing the San Francisco PBX. This work needs to be done within 5 business days after 2.b. above and will need to be done outside or normal business hours.
  - b. If a new T1 service is required (approximately 6 – 8 weeks to receive), a technician will need to return to connect the new lines to the PBX. Once connected, the additional lines need to be delivered to the Sonexis. This work is to be done within 10 business days of receipt of the new T1 service and will need to be done outside of normal business hours.

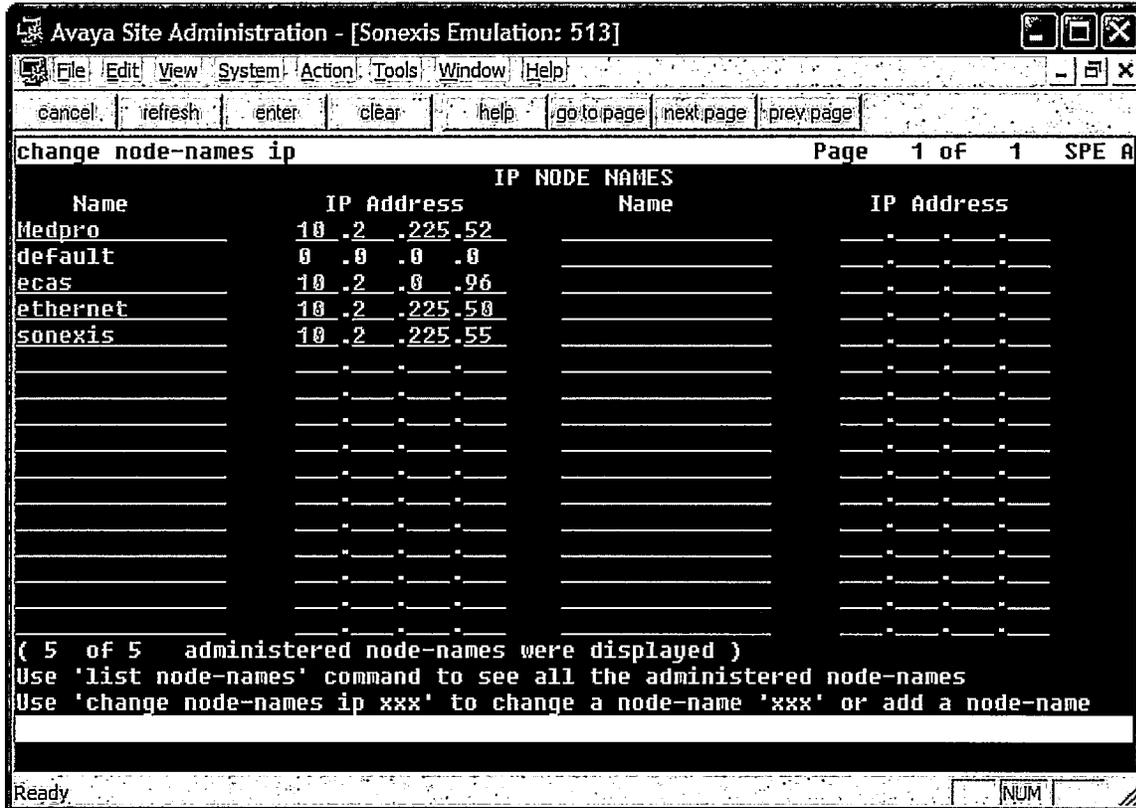
All work to be warrantied for 1 year.

See the following pages, which were provided by Sonexis as a suggested guide to installing lines to a Sonexis conference bridge.

2/11/15

# Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work

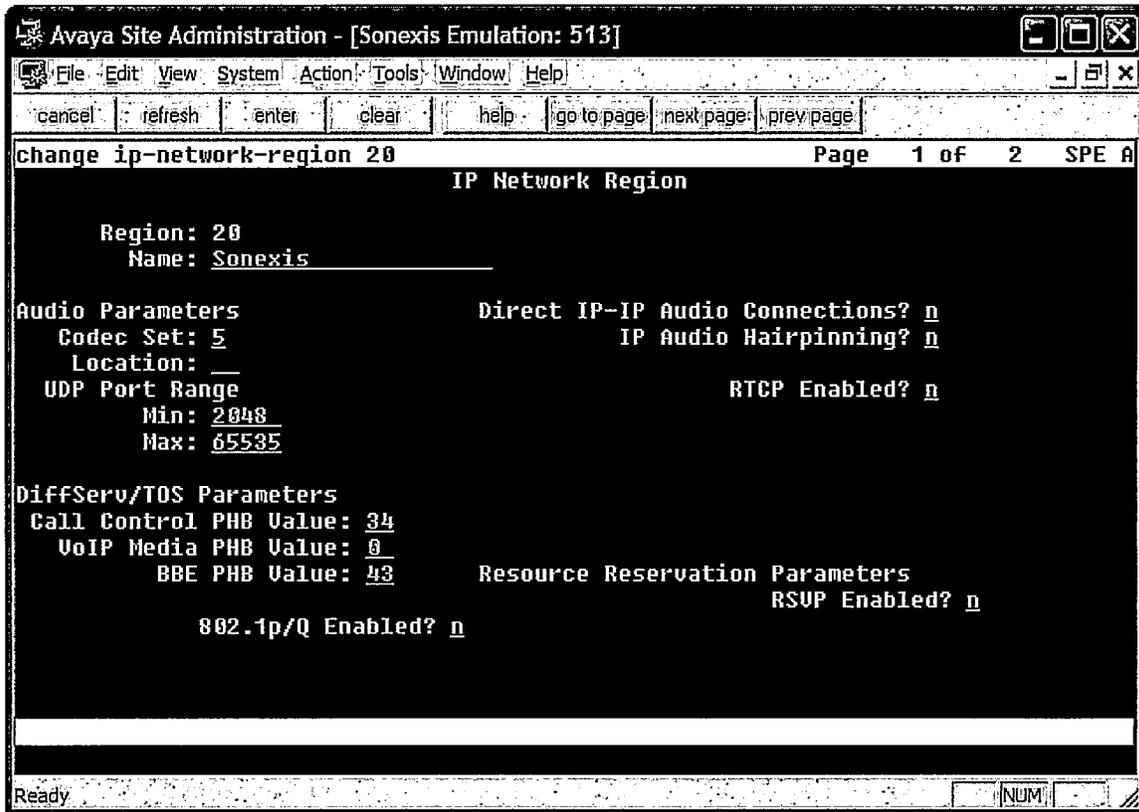
## Configuring a Sonexis Conference Bridge for IP Integration to an Avaya PBX



Before starting the integration, the CLAN and MEDPRO cards in the Avaya switch should be activated and working.

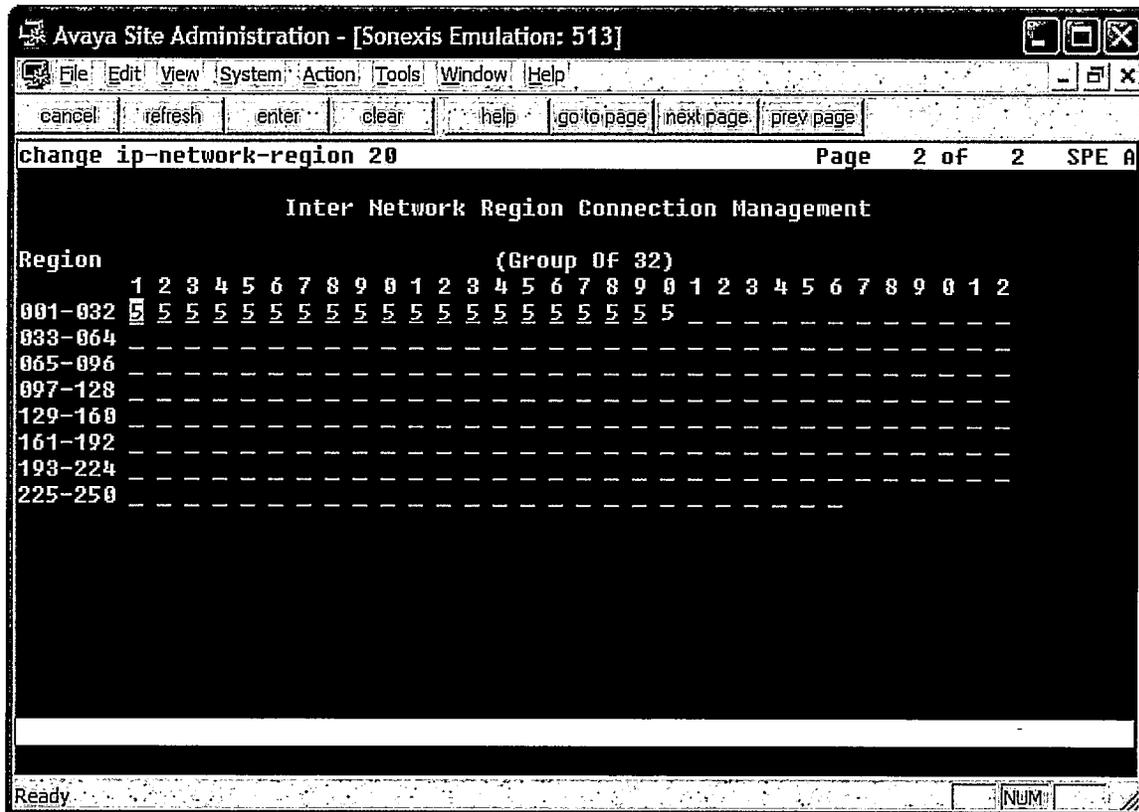
Define the node names for the Sonexis Platform along with its IP address. Note the node name for the CLAN interface. In this case it is "Ethernet".

# Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work



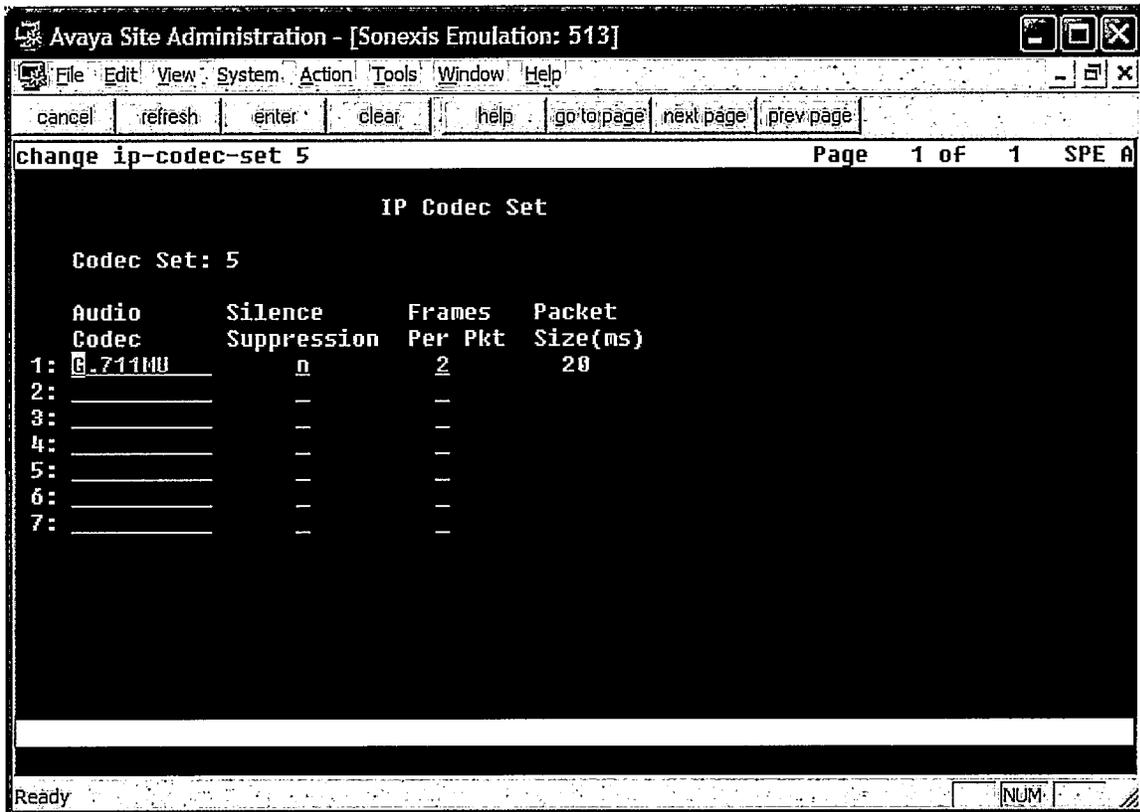
Define an IP network region for the Sonexis platform. Specify an IP codec set that will be used. In this case we are using IP codec set 5.

Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work



On page 2 of the network region form, enter the codec set number that was previously defined for communication to all of the other network regions.

# Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work



Verify the settings for the codec set that was used in the network region. Make sure that it is set to only use G.711mu law. Change the frames per packet to 2 – packet size will change to 20.

Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work

The screenshot shows a terminal window titled "Avaya Site Administration - [Sonexis Emulation: 513]". The window has a menu bar with "File", "Edit", "View", "System", "Action", "Tools", "Window", and "Help". Below the menu bar is a toolbar with buttons for "cancel", "refresh", "enter", "clear", "help", "go to page", "next page", and "prev page". The main content area displays the configuration for "change signaling-group 20" on "Page 1 of 5". The configuration is as follows:

```
SIGNALING GROUP
Group Number: 20          Group Type: h.323
Remote Office? n        Max number of NCA TSC: 10
                        Max number of CA TSC: 10
                        Trunk Group for NCA TSC: ___
Trunk Group for Channel Selection: 20
Supplementary Service Protocol: a

Near-end Node Name: ethernet      Far-end Node Name: sonexis
Near-end Listen Port: 1720        Far-end Listen Port: 1720
Far-end Network Region: 20
LRQ Required? n                  Calls Share IP Signaling Connection? n
RRQ Required? n                  Bypass IF IP Threshold Exceeded? n
Direct IP-IP Audio Connections? n
IP Audio Hairpinning? n
Interworking Message: PROGRESS
```

At the bottom of the terminal window, the status bar shows "Ready" and a "NUM" indicator.

Define a signaling group for the IP trunking to the Sonexis platform. Near end node name should be the CLAN in the Avaya switch. Far end node name is what was defined for the Sonexis platform. Both will use port 1720. Only page 1 needs to be filled in. Note that you will need to return to this screen to enter the TRUNK GROUP FOR CHANNEL SELECTION after creating the trunk group.

Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work

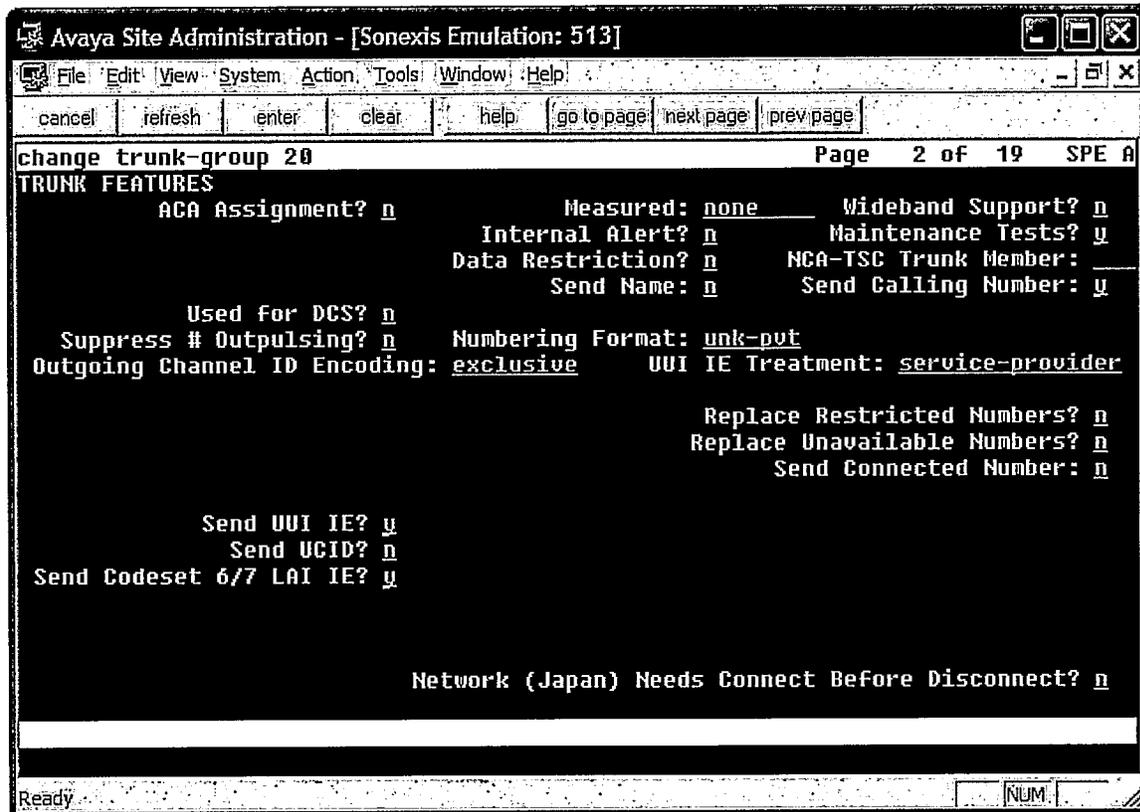
The screenshot shows the Avaya Site Administration interface for Sonexis Emulation 513. The main window displays the configuration for 'change trunk-group 20'. The configuration is organized into several sections: 'TRUNK GROUP' parameters, 'TRUNK PARAMETERS', and 'Calling Number' settings. The 'TRUNK GROUP' section includes fields for Group Number (20), Group Name (Sonexis), Group Type (isdn), CDR Reports (n), Direction (two-way), Outgoing Display? (n), Carrier Medium (IP), Dial Access? (y), Busy Threshold (255), Night Service, Queue Length (0), Service Type (tie), Auth Code? (n), TestCall ITC (rest), and Far End Test Line No. The 'TRUNK PARAMETERS' section includes Codeset to Send Display (6), Codeset to Send National IEs (6), Max Message Size to Send (260), Supplementary Service Protocol (a), Digit Handling (overlap/enbloc), Digit Treatment, and Trunk Hunt (cyclical). The 'Calling Number' section includes Digital Loss Group (13), Calling Number - Delete and Insert fields, Bit Rate (1200), Synchronization (async), Duplex (full), Disconnect Supervision - In? (y) and Out? (n), and Answer Supervision Timeout (0). The interface includes a menu bar (File, Edit, View, System, Action, Tools, Window, Help) and a toolbar with buttons for cancel, refresh, enter, clear, help, go to page, next page, and prev page. The status bar at the bottom shows 'Ready' and a 'NUM' indicator.

```
Avaya Site Administration - [Sonexis Emulation: 513]
File Edit View System Action Tools Window Help
cancel refresh enter clear help go to page next page prev page
change trunk-group 20 Page 1 of 19 SPE A
TRUNK GROUP
Group Number: 20 Group Type: isdn CDR Reports: n
Group Name: Sonexis COR: 91 TN: 1 TAC: 159
Direction: two-way Outgoing Display? n Carrier Medium: IP
Dial Access? y Busy Threshold: 255 Night Service:
Queue Length: 0
Service Type: tie Auth Code? n TestCall ITC: rest
Far End Test Line No:
TestCall BCC: 4
TRUNK PARAMETERS
Codeset to Send Display: 6 Codeset to Send National IEs: 6
Max Message Size to Send: 260
Supplementary Service Protocol: a Digit Handling (in/out): overlap/enbloc
Digit Treatment: Digits:
Trunk Hunt: cyclical
Digital Loss Group: 13
Calling Number - Delete: Insert: Numbering Format:
Bit Rate: 1200 Synchronization: async Duplex: full
Disconnect Supervision - In? y Out? n
Answer Supervision Timeout: 0
Ready NUM
```

Create a trunk group for the Sonexis platform as indicated above. A TAC group will need to be selected that falls within the dial plan of the PBX.

Make sure that the COR value is appropriate for outbound access of the trunk group so a conference participant can out dial.

Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work



Enter information on page 2 of the trunk group as indicated above.

Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work

Avaya Site Administration - [Sonexis Emulation: 513]

File Edit View System Action Tools Window Help

cancel refresh enter clear help go to page next page prev page

change trunk-group 20 Page 3 of 19 SPE A

TRUNK GROUP  
Administered Members (min/max): 1/30  
Total Administered Members: 30

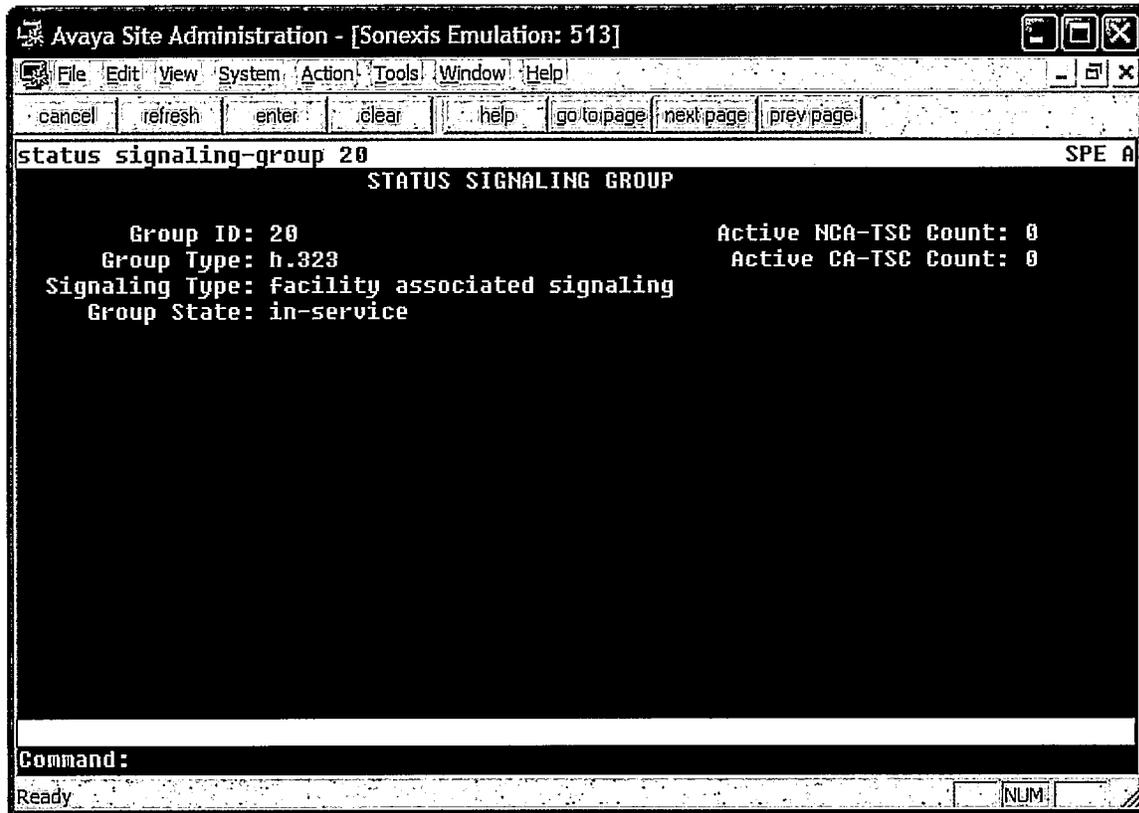
GROUP MEMBER ASSIGNMENTS

	Port	Code Sfx	Name	Night	Sig Grp
1:	T00094				20
2:	T00212				20
3:	T00213				20
4:	T00214				20
5:	T00215				20
6:	T00216				20
7:	T00217				20
8:	T00218				20
9:	T00219				20
10:	T00220				20
11:	T00221				20
12:	T00222				20
13:	T00223				20
14:	T00224				20
15:	T00225				20

Ready NUM

Move to the group member assignments page and enter "IP" for each of the ports and the signaling group number you previously created in the Sig Grp column. There should be 1 member for each Sonexis port. When you save and return to this screen the ports will be replaced with their new virtual assignment and you will no longer see "IP".

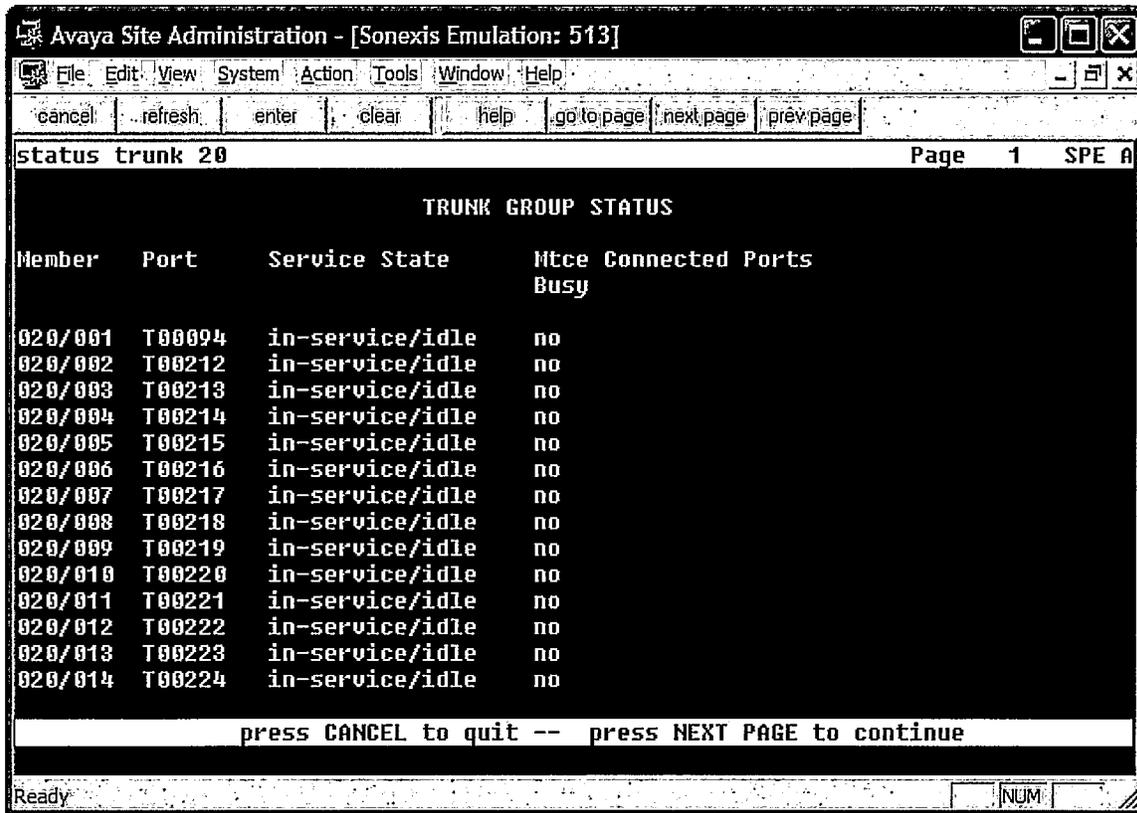
## Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work



```
Avaya Site Administration - [Sonexis Emulation: 513]
File Edit View System Action Tools Window Help
cancel refresh enter clear help go to page next page prev page
status signaling-group 20 SPE A
STATUS SIGNALING GROUP
Group ID: 20 Active NCA-TSC Count: 0
Group Type: h.323 Active CA-TSC Count: 0
Signaling Type: facility associated signaling
Group State: in-service
Command:
Ready NUM
```

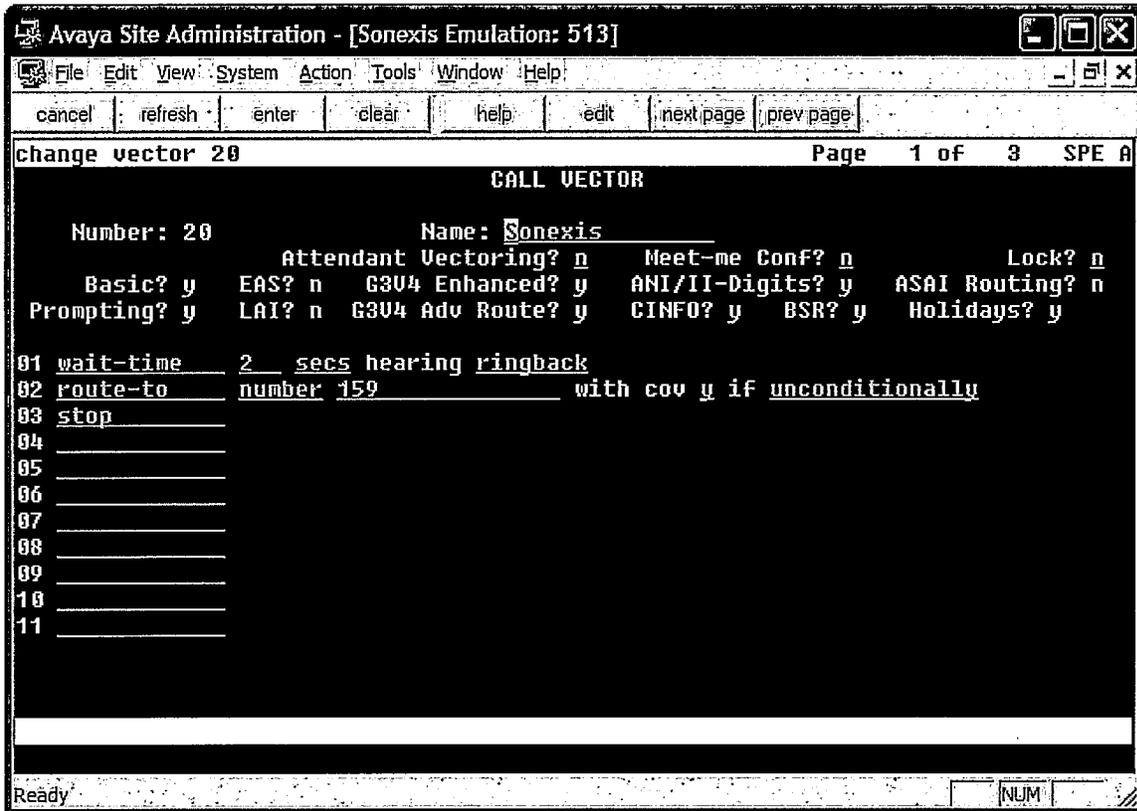
Status the signaling group to verify that it is in service. If it is not, verify your ethernet connectivity.

# Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work



Status the trunk group to verify that it's members are in service. If not, verify Ethernet connectivity. Also remember to add the trunk group number to the signaling group for channel selection if you have not already done so.

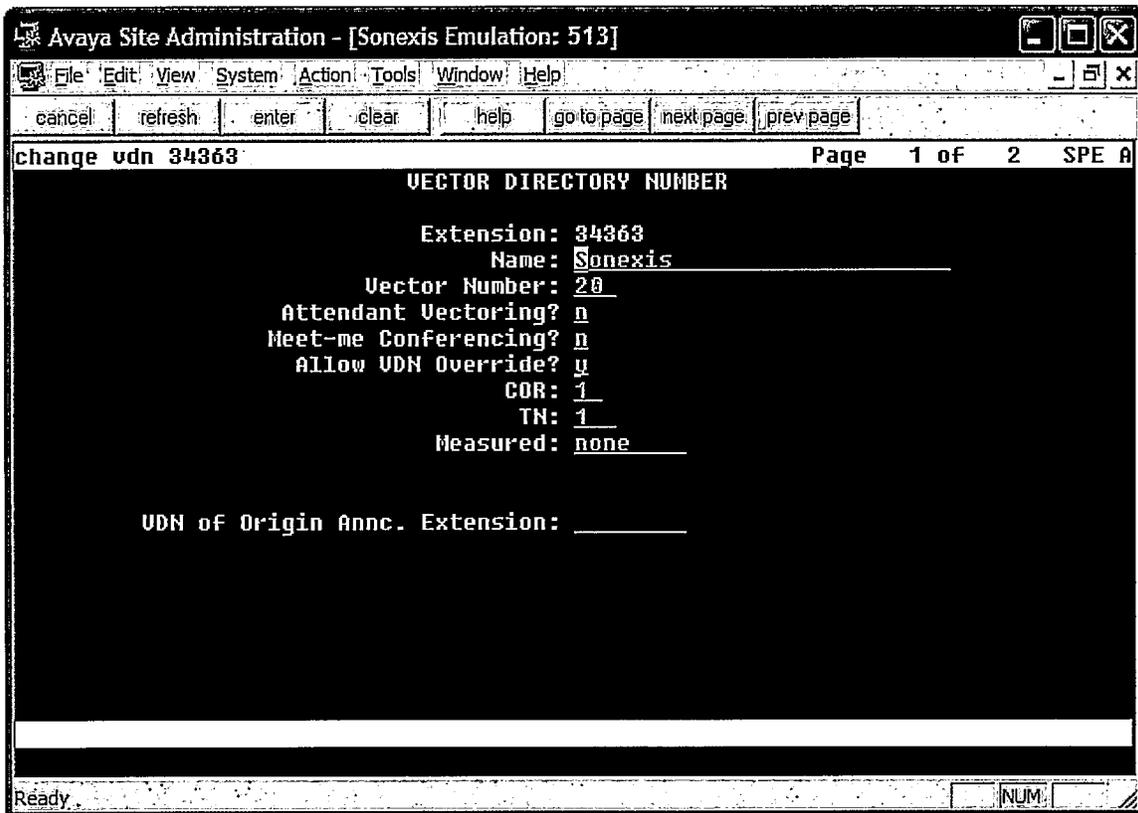
Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work



Create a vector on the PBX to route to the TAC code of the trunk group you have previously defined.

Avaya Installation Services to connect a Sonexis Conference Bridge to an Avaya PBX - Statement of Work

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Create a VDN that will run the vector that was previously created. The extension will be the number users will dial to reach the Sonexis platform.

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ADMINISTRATIVE OFFICE OF THE UNITED STATES COURTS  
Accounting and Financial Systems Division

**VENDOR INFORMATION/TIN CERTIFICATION**  
Mandatory Information that **MUST** be provided before submission

Ex-AO Employee  
 SAM Vendor  
 (Formerly CCR)  
 (No TIN Certification Required)

Vendor Address Select all that apply ' Order ' Remit ' 1099	Other Address (If different from Vendor Address) Select all that apply ' Order ' Remit ' 1099
Name:	Address:
Business Name: <i>(if different from above)</i>	City:
Address 1:	State:                      Zip Code:
Address 2:	Phone #:
City:	Description: <i>(If needed)</i>
State:                      Zip Code:	
Phone #:                      E-mail:	
Taxpayer Identification #: <i>(TIN, SS, or EIN number)</i>	
DUNS #	
Financial Information (If Requested)	
Bank Name:	Routing # <i>(this nine digit number appears on your checks, but do not include individual check numbers):</i>
City:	Account #:
State:                      Zip Code:	Type of Account: <i>(select one)</i> ' Checking ' Savings

Type of Organization for 1099 reporting:

- |   |   |
|---|---|
| <input type="checkbox"/> sole proprietorship;   | <input type="checkbox"/> partnership;                           |
| <input type="checkbox"/> corporate entity <i>(not tax-exempt)</i> ;                         | <input type="checkbox"/> corporate entity <i>(tax-exempt)</i> ; |
| <input type="checkbox"/> health care provider;  | <input type="checkbox"/> other: _____                           |
| <input type="checkbox"/> government entity <i>(write in either federal, state or local)</i> | _____   |

**Taxpayer Identification Number Certification**

Under penalties of perjury, I certify that:

- The Taxpayer Identification Number listed in the Vendor Address area above is the correct number assigned to me, and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest and dividends, or (c) the IRS has notified me that I am no longer subject to the backup withholding, and
- I am a U.S. citizen or other U.S. person *(defined below)*.

You must select this check box if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. If you make a false statement with no reasonable basis that results in no backup withholdings, you are subject to a \$500 penalty. Willfully falsifying certifications or affirmations on this form may subject you to criminal penalties including fines and/or imprisonment.

**Definitions:**

"Taxpayer Identification (*TIN, SS, or EIN number*)" is the number required by the Internal Revenue Service (IRS) to be used in reporting income tax and other returns. The TIN may be either a social security number (SSN) or an employer identification number (EIN).

"U.S. person" means:

- ! An individual who is a U.S. citizen or U.S. resident alien,
- ! A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States.

The TIN, as well as the information above is required in order to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041 and 6041A, and implementing regulations issued by the IRS. Failure or refusal to furnish this information may result in 28 percent backup withholding on any payments otherwise due under any awarded contract or purchase order.

The TIN may be used by the government to collect and report on any delinquent amounts arising out of the vendor's relationship with the government (31 U.S.C. 7701(c)(3)). The TIN provided may be matched with IRS records to verify its accuracy.

Complete this section only if a TIN was not provided on page one, and select closest reason why not:

- ' The vendor is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;
- ' The vendor is an agency or instrumentality of a foreign government;

**Additional information required for vendors used for procurement  
(purchase orders, contracts, etc.)**

Indicate which, if any, of the following categories are applicable. These categories require that the vendor is 51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group:

- ' Women Owned Business
- ' Not Applicable
- ' Minority Owned Business (*If yes, select one of the owner's race/ethnicity selections from below*):
  - ' Asian-Pacific American
  - ' Black American
  - ' Subcontinent Asian (Asian-Indian)American
  - ' Hispanic American
  - ' Native American
  - ' Other: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
*Vendor's signature*

**For Agency Use Only**

The vendor name and DUNS number is all that is required for registered System for Award Management (SAM) vendors (formerly CCR). (Check [www.sam.gov](http://www.sam.gov) for registration status.) Do not use this form for purchase card merchants.

Mark Boxes that apply: ' Addition ' Change ' Vendor Code: \_\_\_\_\_ (*make entry only if change*)  
' Active ' Inactive ' Vendor Type: \_\_\_\_\_

The following information is optional for individuals whose name and telephone are already on the form:

Contact Name: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Identification of person making this request:

Name: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Originating Office: \_\_\_\_\_

Please type or print clearly. For "AO" FAS4T Users only, e-mail the completed form to: [AODB\\_OFB\\_Client\\_Service\\_Desk/DCA/AO/USCOURTS](mailto:AODB_OFB_Client_Service_Desk/DCA/AO/USCOURTS). For questions regarding AOFAS4T the Client Service Desk can be contacted at (202) 502-2242. For "Court" FAS4T Users, send this form to the local Vendor Administrator. For questions regarding Court FAS4T please contact SDSD at (210) 301-6320.

This form should be completed with signature by the vendor and submitted by Judiciary staff only. Sensitive information must be securely maintained and only visible to the appropriately designated financial employee.