

CONTRACT ROUTING FORM

1. Complete the information below BEFORE printing and completing items 2 through 7. Items in red are required.

Department: MIS
Department contract file name (use effective date): AT&T_IT_20240701
Project Code: [Click here to enter text.](#)
Contract type: Other
Contracted Services/Goods: Approval to use Converged Billing
Contract Component: Other
Change Order Number/Addendum Number: [Click here to enter text.](#)
Vendor Name: AT&T
Effective Date: 07/01/2024
Approved by: County Manager
Date approved by the BOC: [Click here to enter text.](#)
Ending Date: 6/30/2025
Total Amount: no cost to use service

Please Return Contract to:
Name: Carla Daniel
Email: carla.daniel@chathamcounty
nc.gov
Special Instructions for Clerks
Office:

2. Department Head or his/her designee has read the contract in its entirety.
By: *Kurt Smith* (Department Head signature required)

3. County Attorney has reviewed and approved the contract
County Attorney has reviewed and rejects the contract Reason: _____

This is an automatic renewal and does not require approval from the County Attorney: Yes No

If this box is checked the County Attorney's Office has reviewed the contract but has not made needed changes to protect the County because the contract is a sole source contract and the services required by the County are not available from another vendor.

4. Technical/MIS Advisor has reviewed the contract if applicable. Yes No

5. Vendor has signed the contract. Yes No n/a

6. A budget amendment is necessary before approval. Yes No
If budget amendment is necessary, please attach to this form.

7. Approval
 Requires approval by the BOC - contracts over \$100,000.00. Follow Board submission guidelines.
 Requires approval by the Manager – contracts \$100,000 or less.

8. Submit to Clerk.

Clerk's Office Only
 Finance Officer has signed the contract
 The Finance Officer is not required to sign the contract

Carla Daniel

From: MAHER, MARSHA A <mm4608@att.com>
Sent: Friday, June 21, 2024 1:06 PM
To: Carla Daniel
Cc: Jason Ruiz; JONES, SARETTA L
Subject: AT&T Convergent Bill Authorization Email - SoNC Chatham County Government

originated from outside the Chatham County email system. Do not click links or open attachments unless you recognize the sender and

Carla,

Please respond via email that contains both your name, company title and that you concur with all the following points:

- Legal company name to be used on each of the converged accounts and invoices I request be created is SoNC Chatham County Government. This name will be the “billing name of record” for the converged AT&T accounts and invoices created resulting from my request.
- This email authorizes AT&T to combine the accounts that are specified below into a converged account with the following group labels. Additional accounts to be added later.

Account	Group Label
8310008183912	AVPN Port and Router
8310012811850	Voice Over IP

- SoNC Chatham County Government remains financially responsible for paying these converged accounts and invoices. I understand invoices are to be paid within thirty (30) days from the date of the invoice. I also understand late payment charges will be applied.
- This email authorizes AT&T to register the converged accounts with AT&T Business Center so that the converged account can be viewed electronically.
- I understand that accounts with a past due balance and/or pending disputes cannot be converged.
- I understand the converged arrangement may be terminated by contacting AT&T at least sixty (60) days in advance of the desired termination date.
- I understand that AT&T provides important notices by placing messages on invoices and it is my responsibility to access and view these messages in AT&T Business Center.
- Other details regarding this converged account include:
 - **Convergent Bill mailing address: 158 West Street, Pittsboro, NC 27312**
 - **Bill period selected will be the 1st**
 - **Selected paper option will be full paper detail**

Once you have responded to this email with your authorization using your name and company title, I will be able to move ahead with building your Convergent Bill. The day the Convergent Bill is structured, the accounts must be current with no past due balances or disputed amounts. After the Convergent Bill has been completed, you will receive an "activation email" from me with the new account number and other useful information.

Please do not hesitate to contact me if you have any questions.

Regards,

Marsha Maher

Sr Specialist Financial Sys Analyst

Customer Billing Operations

Convergent|EBS|Paperless|Specialized Billing Team (CEPS)

AT&T Services, Inc.

1876 Data Dr., Birmingham, AL 35244-1201

205-517-4234 mm4608@att.com

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Print Name: Dan La Montagne

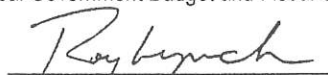
Signature:



Title: County Manager

Date: 7/16/2024

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.


Roy Lynch, Finance Officer