

DESCRIPTION

T&E Card is the required Payment Method for UVA Cellular/Wireless Service & Phones Contract Suppliers. Each contract wireless carrier information is listed below:

AT&T

Point of Contact

Pete Hatcher
Government Account Manager
State Local & Education
804-334-2490
PH3193@att.com

Cellular/Wireless service and phones may be purchased from AT&T using the following procedure:

- 1) Review the available service plans / pricing listed here:
 - AT&T - Government / Higher Ed -
<https://www.fairfaxcounty.gov/cregister/DownloadPDF.aspx?AttachmentID=0d9a301d-86b9-4cd4-901f-5aa4c56e8d61>
- 2) Review AT&T coverage areas by visiting: <https://www.att.com/maps/wireless-coverage.html>

4G LTE coverage is available on all cell sites throughout the Charlottesville area, as of January 28, 2022.

- 3) Review AT&T phones and products - note that pricing and inventory changes often: <https://www.att.com/wireless/>
- 4) Contact one of the AT&T representatives listed above to place an order.

VERIZON

Point of Contact

Keith deRenouard

434-981-8011

(540) 512-5763

keith.derenouard@verizonwireless.com

For Customer Service, Billing and Technical Support, call (800) 922-0204 or email: federalaccountsupport@verizonwireless.com

Cellular/Wireless service and phones may be purchased from Verizon using the following procedure:

- 1) Contact the Verizon representative listed above.
- 2) The Verizon representative will help with an analysis of the best plan/rate to accommodate the department's needs.

The contract can be found at www.gsaadvantage.gov at any time under 'Verizon Wireless'

- 3) Verizon will fill out a portion of its GSA Short-Form ordering document and then send to the department to complete and return. NOTE: Departments are authorized to sign the form.
- 4) Verizon will setup account and send email back to department to validate order. It will take approximately two to three business days to setup a new account and then another two days to receive your phone (Verizon uses FedEx 2 day delivery at no charge).

T-Mobile

Point of Contact

Alan Frilles
Higher Education, T-Mobile for Education
Alan.Frilles@T-Mobile.com
703.609.9999

Business Customer Care (for billing questions, not for ordering): (888) 573-6664 or businesscare@t-mobilesupport.com

Cellular/Wireless service and phones may be purchased from T-Mobile using the following procedure:

- 1) Contact one of the T-Mobile representatives listed to determine the best wireless plan/phone.
- 2) Either provide a University Purchasing Card (P-Card) information at the time of ordering if automatically-card billing each month is preferred, or have the invoice sent directly to your department and pay with P-Card (POs are not allowed).
- 3) The T-Mobile representative will send an email to you confirming your order.
- 4) Expect delivery of your phone within two to three business days. Overnight delivery is available at a charge of approximately \$20.00.

The contract can be found at www.gsaadvantage.gov at any time under 'T-Mobile USA'