



**State of Louisiana**  
DIVISION OF ADMINISTRATION  
**OFFICE OF STATE PURCHASING**

M. J. "MIKE" FOSTER, JR.  
GOVERNOR

MARK C. DRENNEN  
COMMISSIONER OF ADMINISTRATION

**MEMORANDUM OSP 03-14**

DATE: April 11, 2003  
TO: Purchasing Personnel and Information Technology Personnel  
FROM: Denise Lea, Director  
RE: Voice over IP Equipment

This memo is to provide clarification to all State Agencies and Political Subdivisions regarding the above type of equipment. Voice over IP equipment is classified under commodities for telecommunications equipment and is not considered computer hardware and/or networking equipment. This commodity is not available on any state contract at this time. Because the Voice over IP equipment is under the statutes of the Office of Telecommunications Management, it is not open for placement on the information technology contracts. If items have been inadvertently added to these contracts, they will be removed immediately.

The Office of Telecommunications is in the process of developing specifications for a Voice of IP Equipment contract. Until this contract is established you will need to follow proper purchasing procedures to obtain this equipment.

If you should have any questions or require further clarification, please contact this office.

c Chad McGee  
Office of Information Technology

Bud Lanier  
Office of Telecommunication