Network Services Operations and Pricing Services (NS OPS)

Task Order GS00016NR4000

DRAFT Washington Interagency Telecommunications System 3 Public Unit Pricer User Guide

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Prepared for:

General Services Administration
Federal Acquisition Service (FAS)
Office of Information Technology Category (ITC)

noblis

2002 Edmund Halley Drive
Reston, Virginia 20191

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List of Acronyms

CLIN	Contract Line Item Number
CSV	Comma Separated Values
FAS	Federal Acquisition Service
GSA	General Services Administration
ITC	Office of Information Technology Category
MRC	Monthly Recurring Charge
NHC	Network Hosting Center
NPA	Number Planning Area
NRC	Non-Recurring Charge
NS OPS	Network Services Operations and Pricing Services
NXX	Central Office Prefix
SCID	Service Configuration Identification
SVS	Switched Voice Service
WITS	Washington Interagency Telecommunications System

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1 Overview

This user guide describes the Washington Interagency Telecommunications System 3 (WITS 3) Public Unit Pricer, which is available online to the general public. This user guide provides step-by-step instructions on how to use the tool and compare prices for telecommunications services for vendors that support the General Services Administration (GSA) WITS 3 telecommunications services contract.

1.1 Background

The Unit Pricer provides current year unit prices and totals for all WITS 3 contract services across all vendors. The Unit Pricer is part of a set of web-based tools provided by the Network Hosting Center (NHC) system. These tools allow users to price all Contract Line Item Numbers (CLINs) for all services and their features for all WITS 3 contract vendors for the current and previous years. The Unit Pricer displays service availability information based on specific location addresses.

1.2 Purpose

The Unit Pricer allows general public users to see the services available from each WITS 3 vendor. It supports price comparison analyses by providing full pricing visibility across the different WITS 3 vendors. The information provided by the Unit Pricer can be used to identify high cost drivers, improve budget analyses and forecasts, and assist with invoice validation.

1.3 Users

The primary users of the WITS 3 Public Unit Pricer are members of the general public.

1.4 Access

The WITS 3 Public Unit Pricer is accessible online at:

https://wits3-public-pricer.nhc.noblis.org/.

2 Home Page

Figure 1 shows the WITS 3 Public Unit Pricer home page. The menu bar at the top has tabs for Home (Page) and Unit Pricer. The panels in the center of the home page provide an overview of the WITS 3 Public Unit Pricer, a list of recently approved changes to the WITS 3 contract, and the browser requirements for the tool (not shown).

The Home Page also presents a text-only option for the Pricer to support systems that do not have JavaScript enabled. The 508 Compliance notice is also available on the home page.

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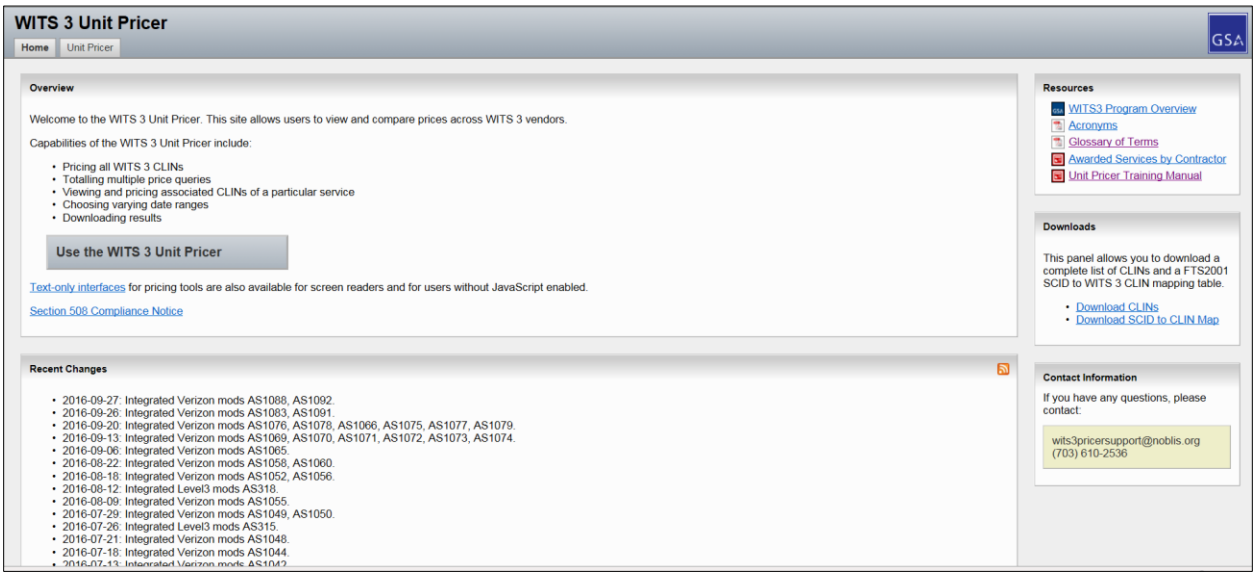

Figure 1: WITS 3 Public Unit Pricer Home Page

On the right side of the Home Page is a list of resource hyperlinks. These include a training guide in briefing format, awarded services by contractor (vendor), acronyms and abbreviations, a glossary, an overview of the WITS 3 program, and a guide to WITS 3 services. The **Downloads** panel provides links to the WITS 3 contract CLINs. Note: The **Download SCID to CLIN Map** function is no longer used. To resolve any user questions, view the information in the **Contact Information** panel.

3 Unit Pricer Main Page

To access the main page of the WITS 3 Public Unit Pricer as shown in Figure 1, click on either the **Use the WITS 3 Unit Pricer** button in the overview section of the Home Page or the **Unit Pricer** tab (Figure 2) in the menu bar at the top of the Home Page. To access a text-only version of the Networx Unit Pricer, click on the **Text only interfaces** link (Figure 1).

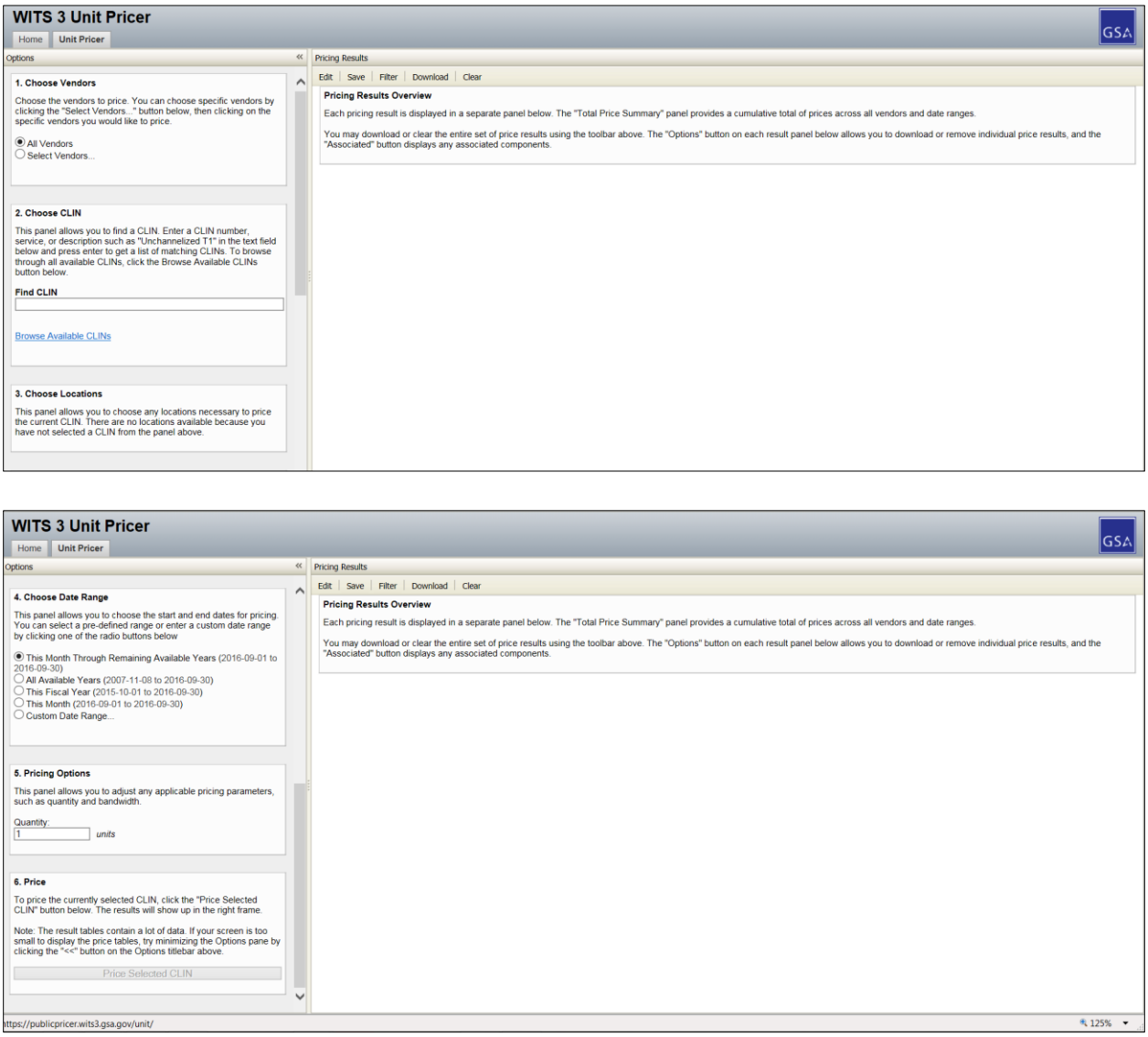

Figure 2: WITS 3 Public Unit Pricer Main Page

In order to price a WITS 3 CLIN, the Main Page allows users to choose vendors, CLINs, locations, data ranges, and other pricing options. To choose specific vendors, click the **Select Vendors** button.

3.1 Choosing Vendors

In the **Choose Vendors** panel (Figure 3) on the left side of the Main Page, click the **Select Vendors** button. Then, click on the specific vendors to be priced.

Click the **All Vendors** button to select both WITS 3 vendors.

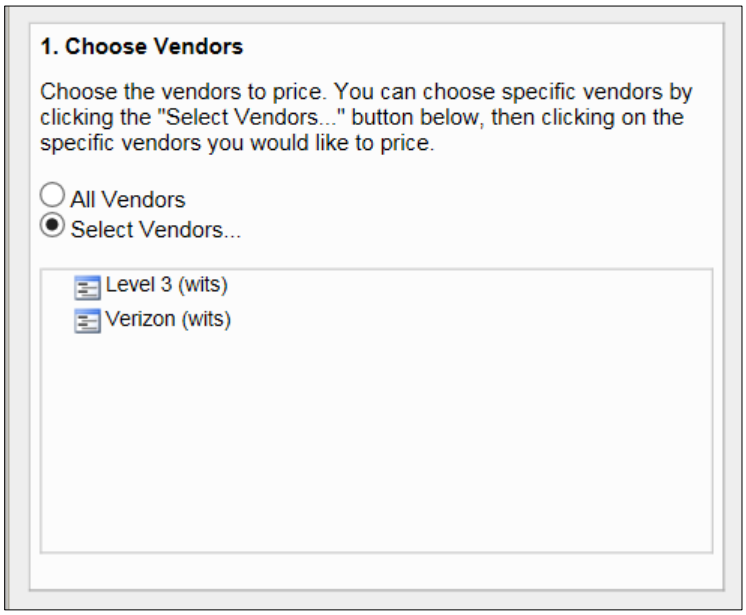

Figure 3: Choose Vendor Box

3.2 Choosing CLINs

To find a CLIN, type in a CLIN number, service, or description in the **Find CLIN** text field and press the [Enter] key. To browse through all available CLINs, click the **Browse Available CLINs** link (Figure 4).

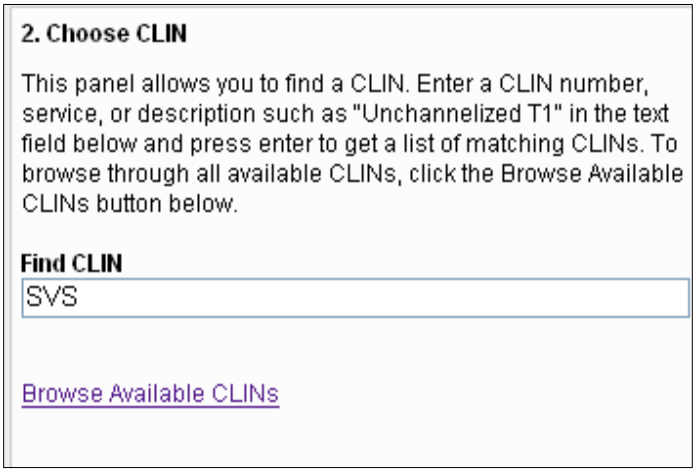

Figure 4: Find CLIN Box

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Available CLINs will display in a list, as shown on the left panel in Figure 5. Click on the appropriate CLIN to display a detail description within the **Choose CLIN** panel.

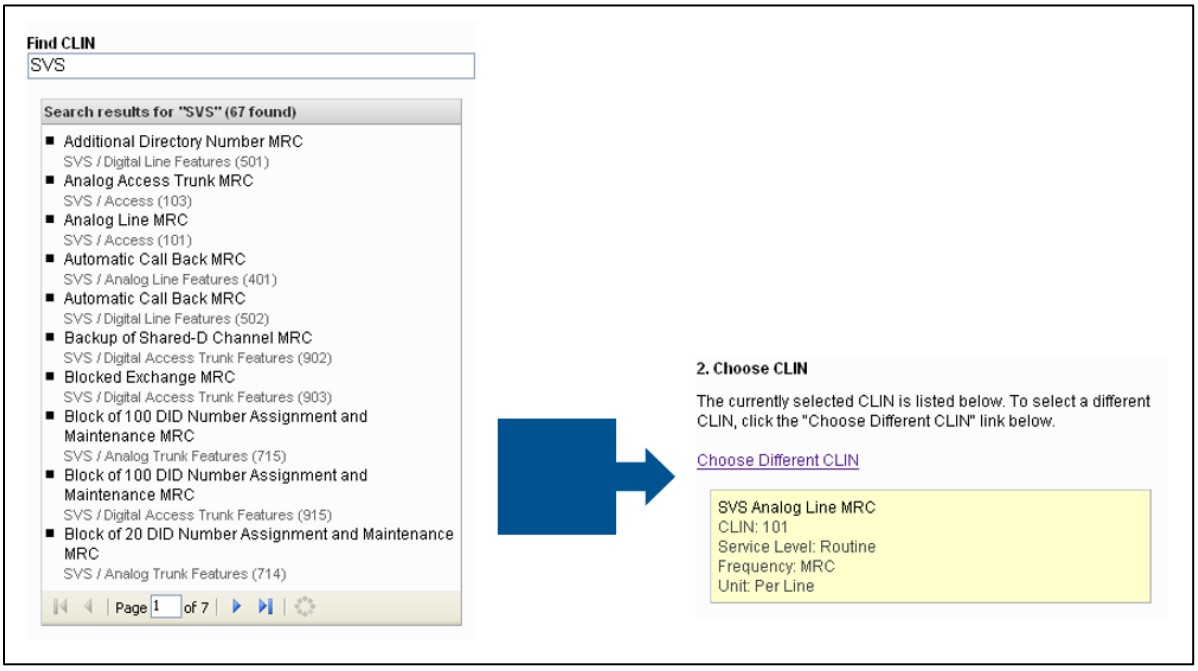

Figure 5: CLIN Search Results

To navigate to a CLIN, click the **Browse Available CLINs** link and a list of available CLINs will display, as shown in Figure 6.

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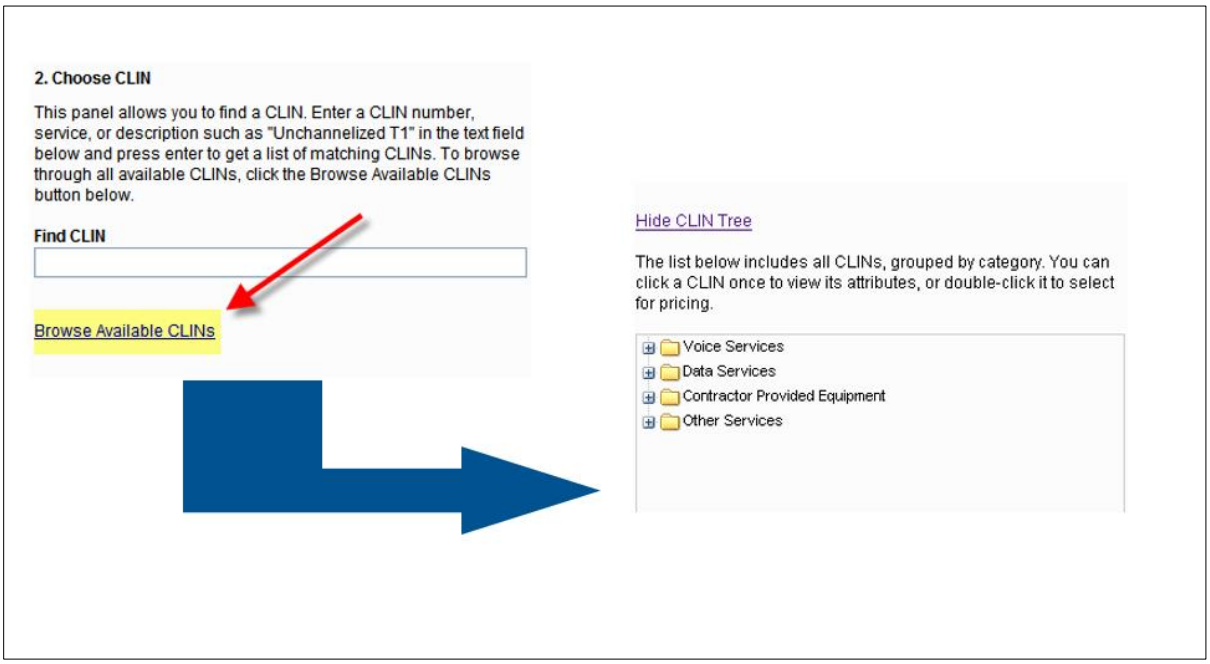

Figure 6: Browse Available CLINs Feature

To select a particular CLIN, select a service group, as shown in the upper portion of Figure 7. A list of services within each group will display, as shown in the lower portion of Figure 7.

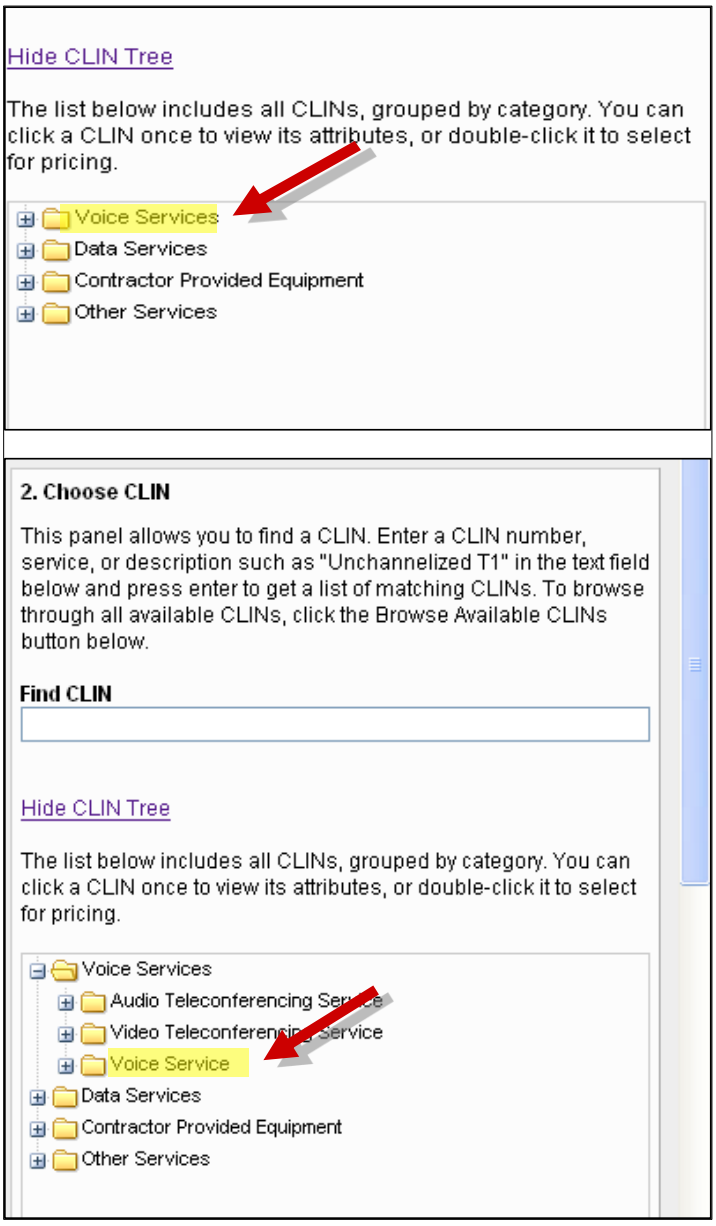

Figure 7: Choose a WITS 3 Service

Highlight a service folder and double-click on (or click the plus sign [+] beside) the folder to display the different categories of service (Figure 8). To compress the CLIN tree, click on **Hide CLIN Tree** link.

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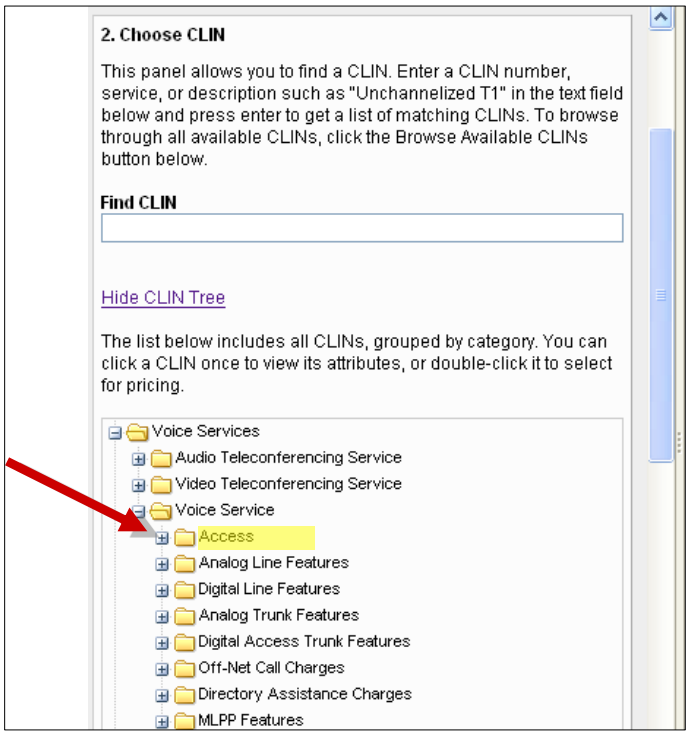

Figure 8: Choose a Service Category

Double-click on (or click the plus sign [+] beside) a service category to display all the CLINs associated with that category (Figure 9).

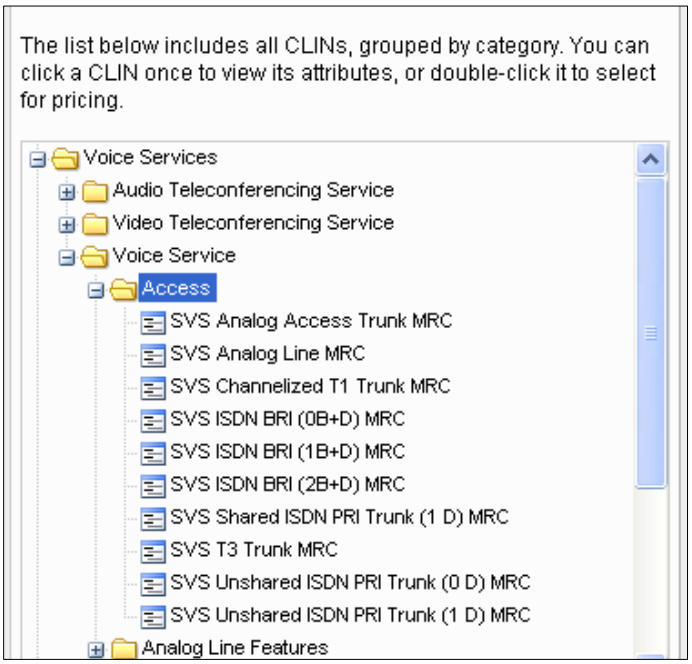

Figure 9: Choose a CLIN

Double-click on a specific CLIN to display detailed CLIN information (Figure 10).

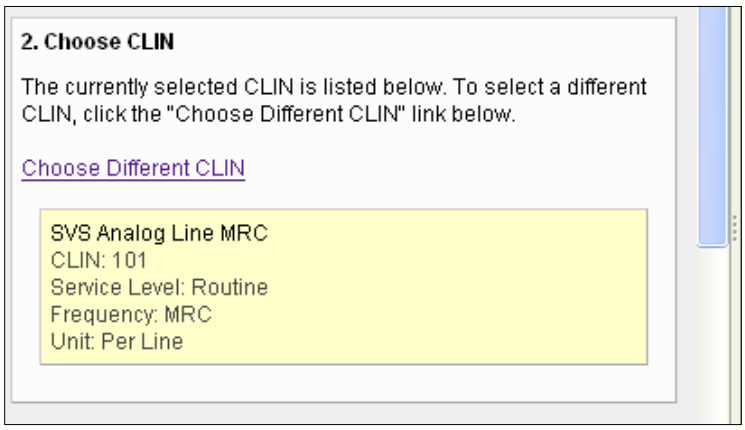

Figure 10: CLIN Information

The CLIN will display as a text field in the **Choose CLIN** panel. To open a list of recently selected CLINs, click on the **Choose Different CLIN** link. Click on a new CLIN to select the CLIN (Figure 11).

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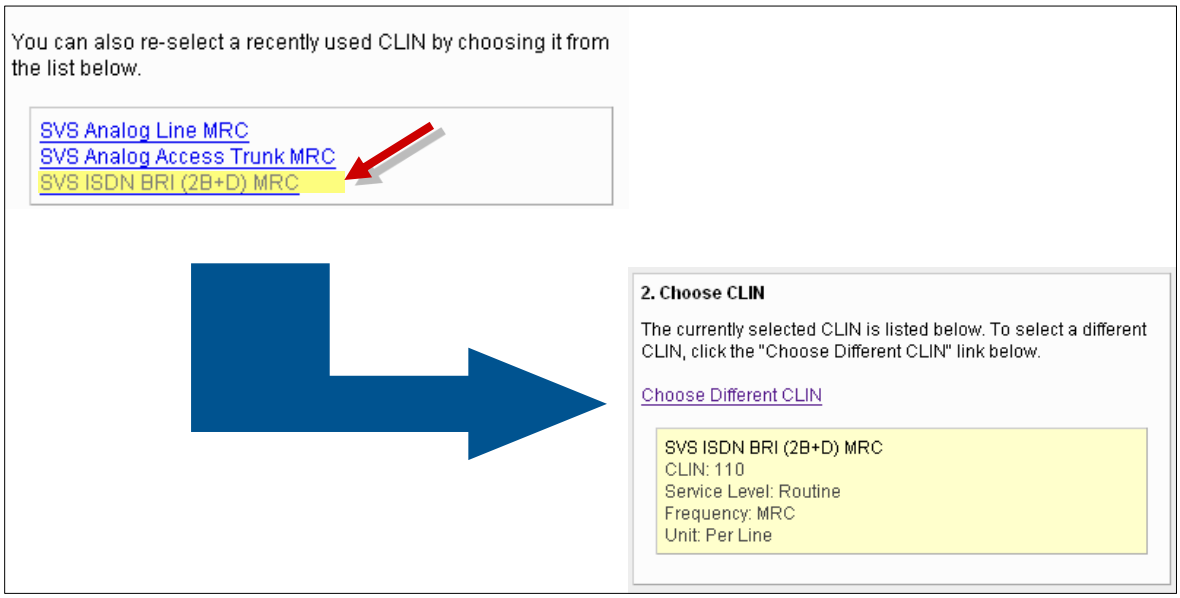

Figure 11: Choose Different CLIN

3.3 Choosing a Location

If a location is required to price a CLIN, an **Originating Location** text field will display in the **Choose Locations** panel (Figure 12).

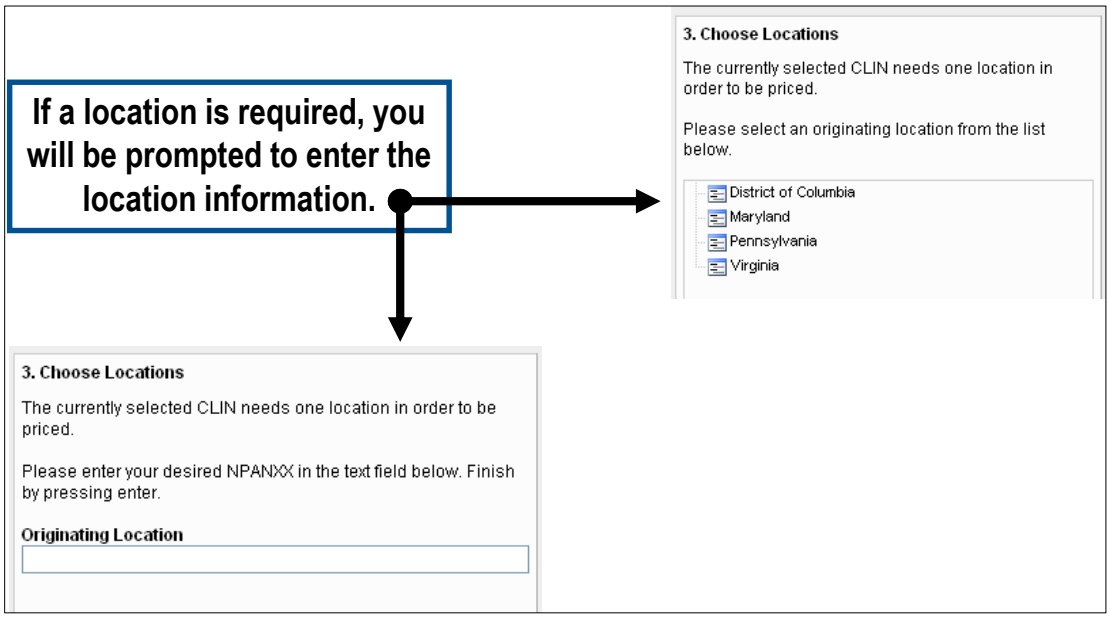

Figure 12: Location Text Box

If a location is not required for the pricing, a notification box will display as shown in Figure 13.

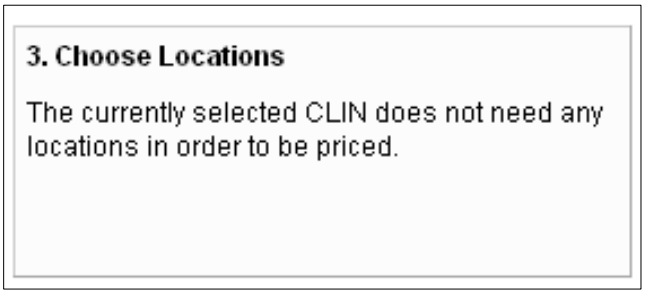

Figure 13: Location Not Required Notification

In the **Originating Location** text field, type in the desired Number Planning Area / Central Office Prefix (NPA-NXX) and press the [Enter] key. The Pricer will automatically map any of this information to the nearest wire center, as shown in Figure 14.

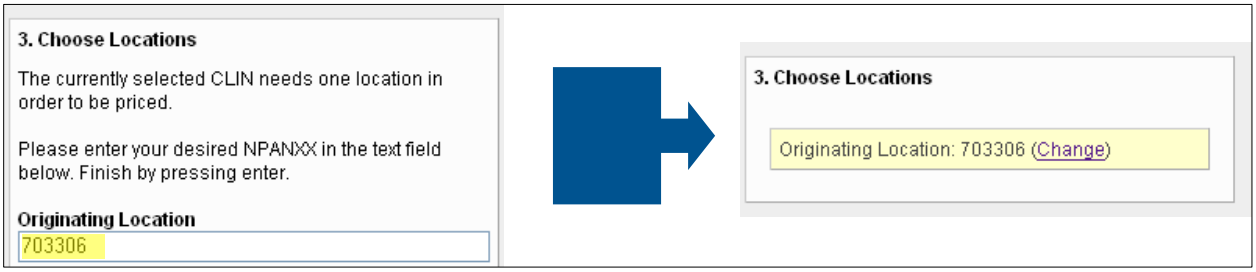

Figure 14: Choosing Locations

3.4 Choosing a Date Range

On the WITS 3 Public Unit Pricer Main Page, in the **Choose Date Range** panel, type in the date range for the CLIN pricing. Select dates from the pre-defined set of date ranges list, as shown in Figure 15, or customize the date range. All custom dates must be in YYYY-MM-DD format.

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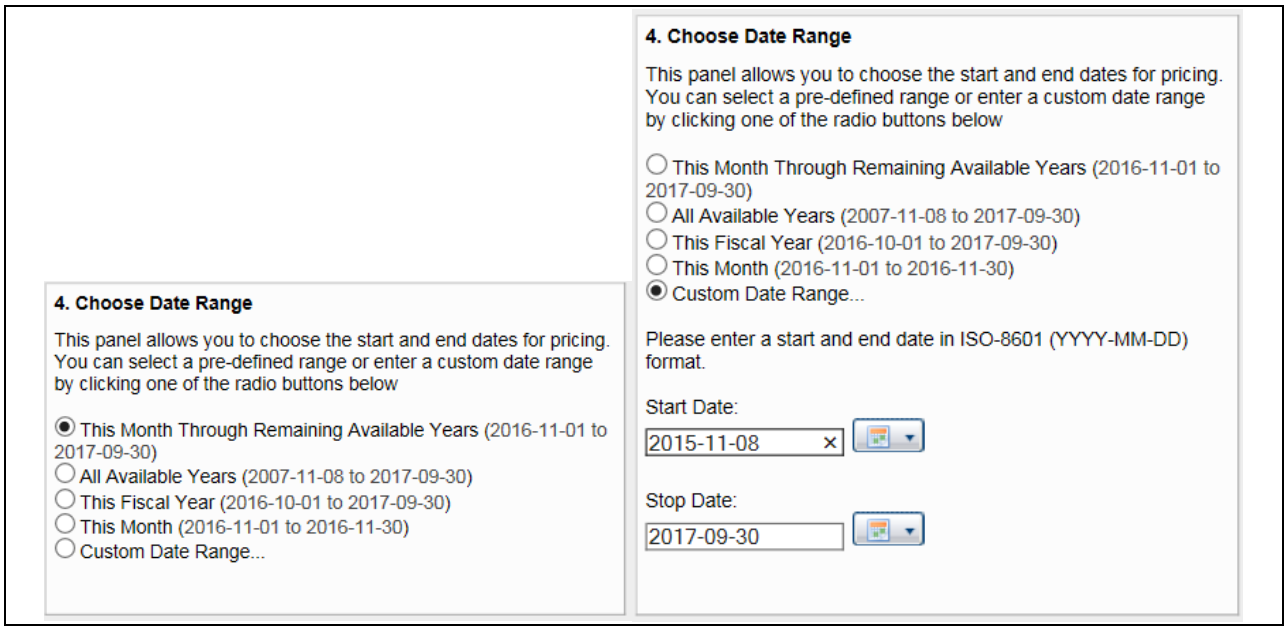

Figure 15: Choosing a Data Range

3.5 Pricing Options

The **Pricing Options** panel on the WITS 3 Public Unit Pricer Main Page allows the user to enter different pricing parameters such as quantity or miles. The pricing options presented will depend on the type of CLIN selected. If options are unknown or not defined (Figure 16), use the default parameters presented.

Figure 16: Pricing Options

3.6 Activating the Pricer

Once all choices are complete in the Main Page panels 1 through 5, click the **Price Selected CLIN** button (Figure 17) to retrieve the results.

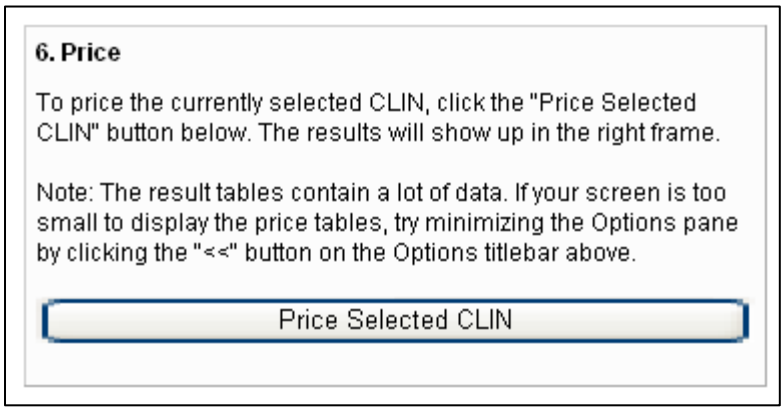

Figure 17: Pricer Activation Box

3.7 Viewing Pricer Results

The Pricer results will display in **Pricing Results Overview** panel on the right side of the Main Page, as shown in Figure 18.

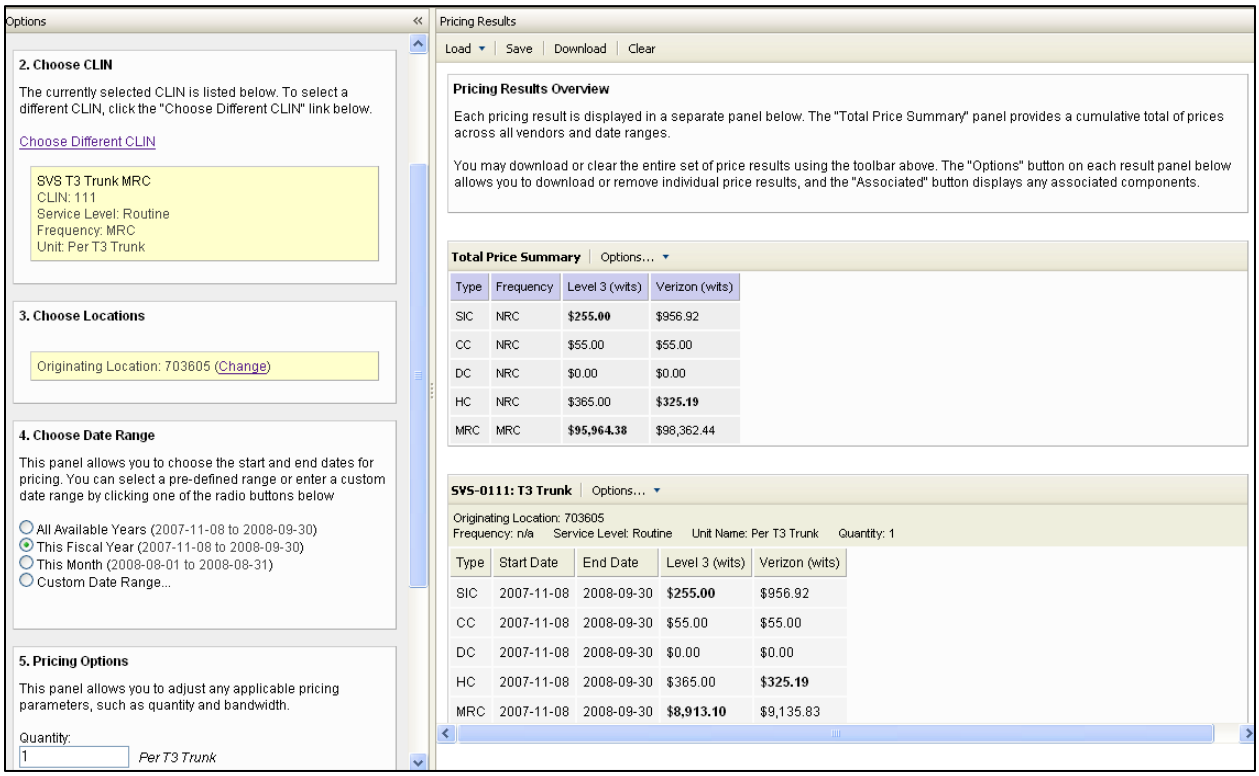

Figure 18: Pricer Results Example

Each pricing result displays in a separate panel. The **Total Price Summary** provides a cumulative total of prices across all vendors and date ranges. To display the pricing results in full screen, click on the **<<** in the Options title bar on the left (Figure 19).

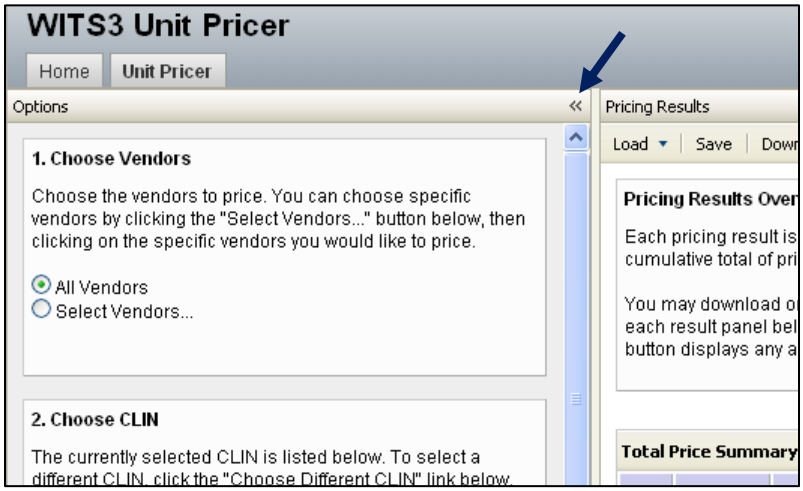

Figure 19: Full Screen Function

3.7.1 Pricing Results Description

Pricing results include a list of the all the relevant CLINs plus a **Total Price Summary** of all the listed CLINs. The individual CLIN results include a CLIN description, a date range for the CLIN, and the unit prices by vendor as selected by the user. The 'n/a' designation in the results indicates that the vendor does not offer that particular unit price (Figure 20). Section 0 provides more information about the **Total Price Summary** display.

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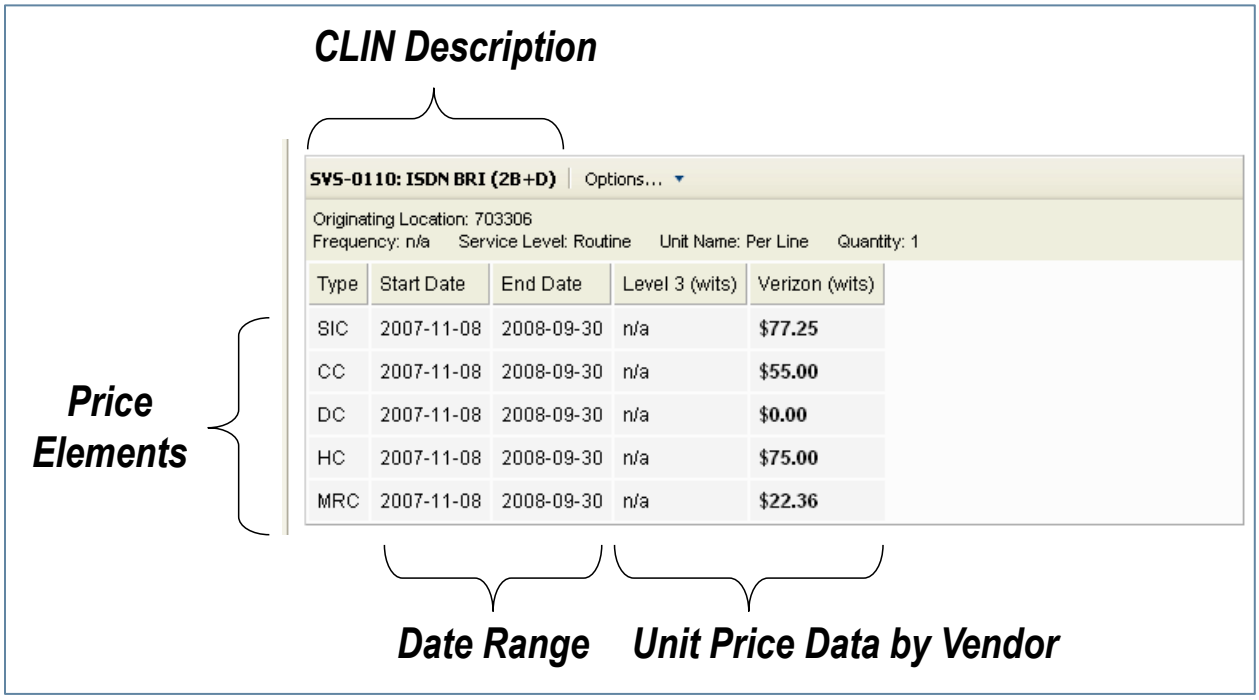

Figure 20: CLIN Results Example Description

The CLIN results for WITS 3 indicate the CLIN types, which are the following:

- **SIC –** Service Initiation Charge
- **CC –** Cancellation Charge
- **DC –** Disconnect Charge
- **HC –** Hard Charge
- **MRC –** Monthly Recurring Charge

The CLIN pricing results will also show the quantity of service indicated by the user in (Figure 16). Figure 21 highlights the CLIN type indicators and quantity information in an example pricing results screen.

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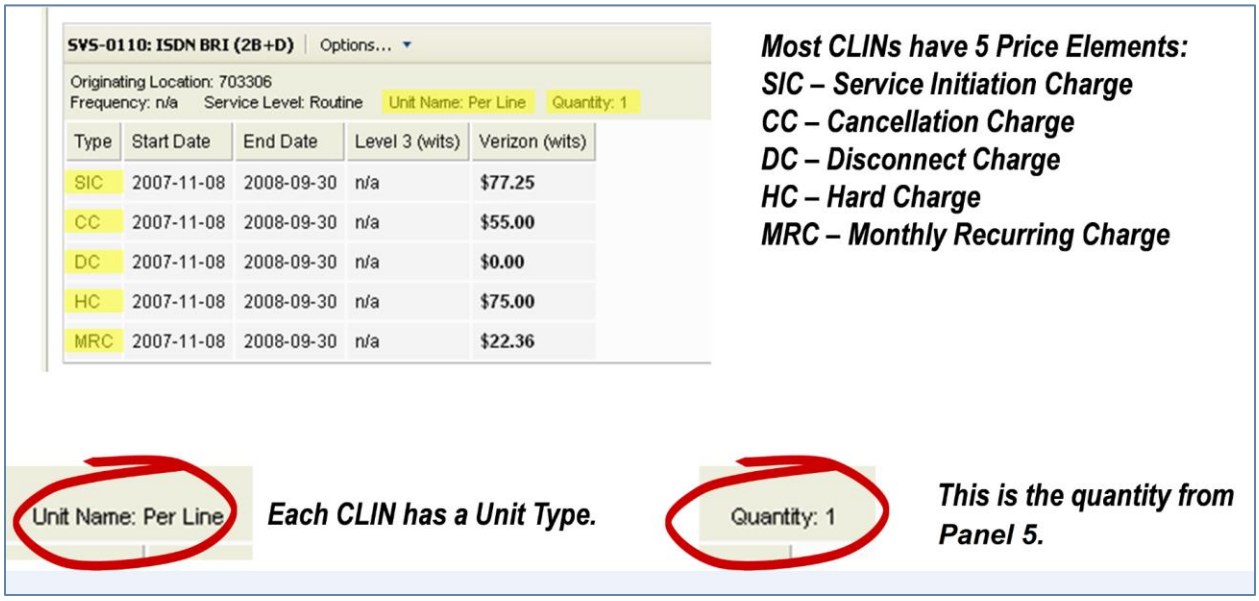

Figure 21: CLIN Pricing Results Example

The pricing results display by WITS 3 vendor. Boldface type indicates the lowest price, as shown in Figure 22.

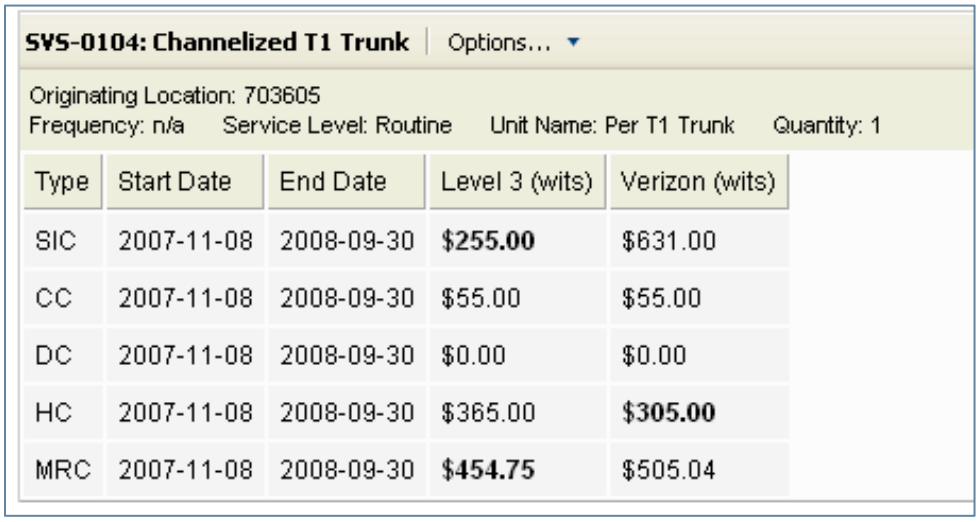

Figure 22: Lowest Price Indicators

3.7.2 Pricing Results Options

The menu bar at the top of the **Pricing Results** panel presents the following options:

1. **Edit –** allows the user to easily load or delete pricing scenarios, and view CLINs in a saved result. To navigate to a specific scenario, use the list on the left of the pop-up screen that displays for this option (Figure 23). Click on a scenario on the left of the screen to view the list of CLINs in that saved result.

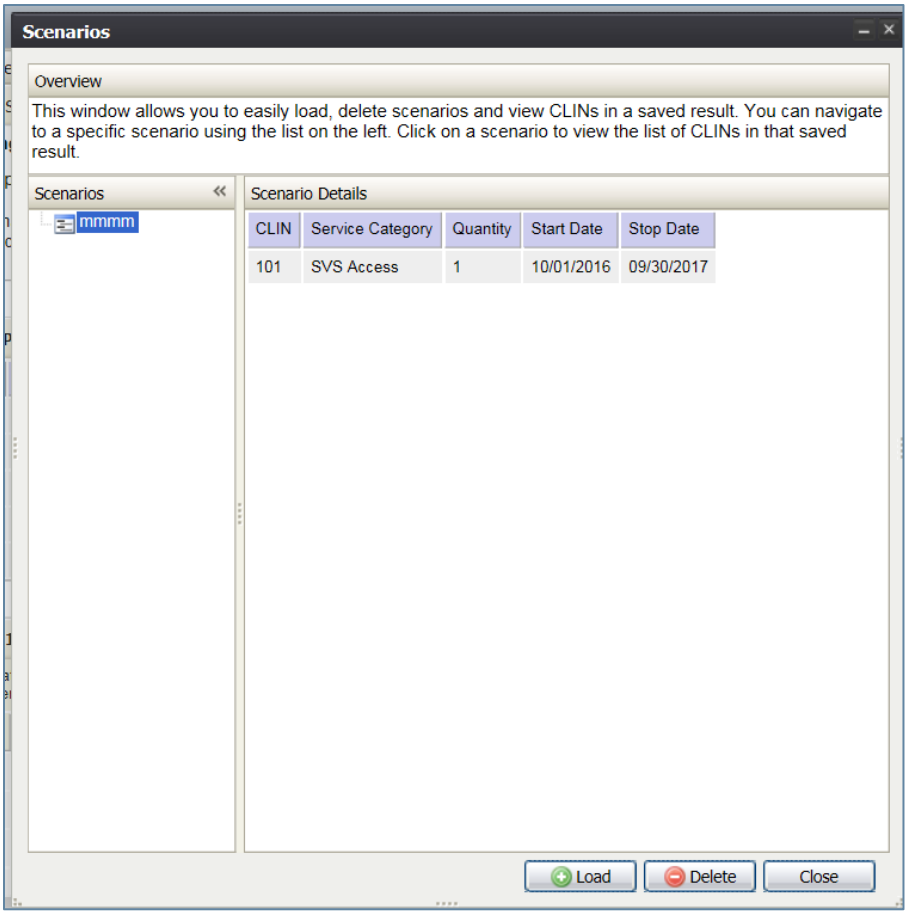

Figure 23: Pricing Results Save Screen

2. **Save –** allows the user to save the pricing results for a given pricing scenario. Type in a name for the results in the text box that displays (Figure 24). The scenarios are the same as those displayed in the **Edit** function described above.

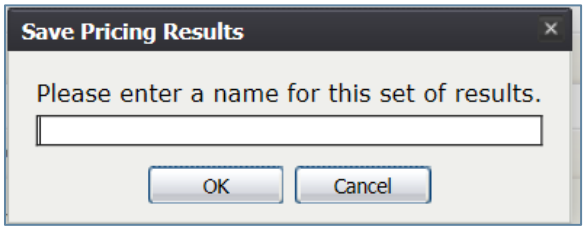

Figure 24: Pricing Results Save Text Box

3. **Filter –** allows the user to choose which vendors and price types to display in the price results (Figure 25). The filter screen options will vary depending upon the pricing scenario.

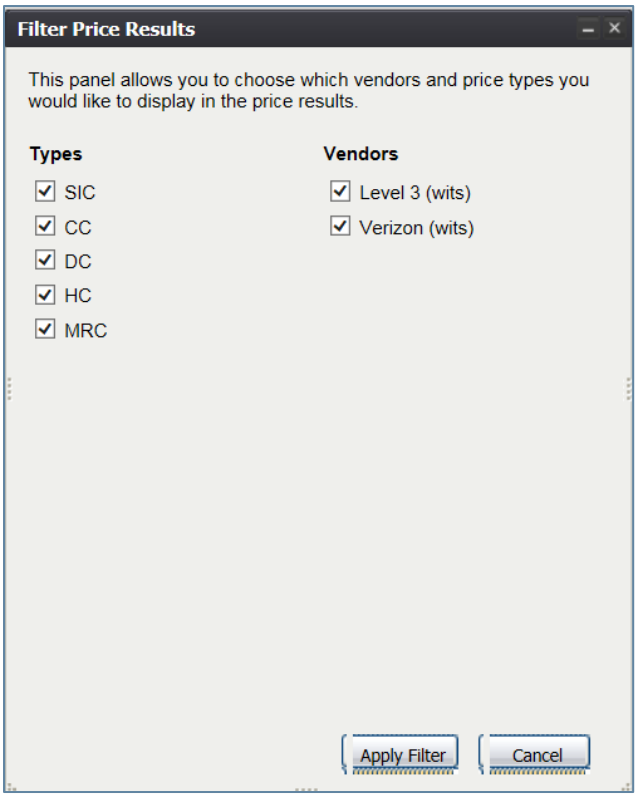

Figure 25: Filter Screen

4. **Download –** allows the user to download the pricing format in comma-separated values (CSV) format. **Open** the file, **Save** the file to a user specified location, or **Cancel** the download (Figure 26).

Figure 26: Pricing Format Download Options

5. **Clear –** allows the user to clear the entire set of pricing results.

An **Options** button displays in the **Total Price Summary** panel that allows downloading of the summary pricing results using the same functionality described for the Download menu bar option (Figure 27). The **Options** dropdown allows the user to display or hide the total price summary.

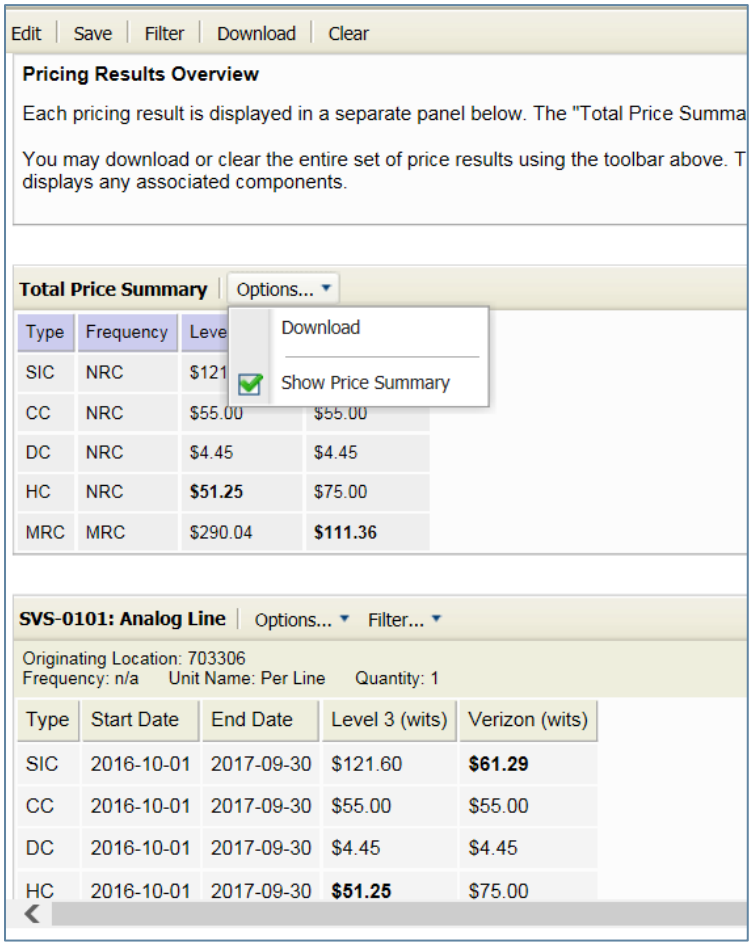

Figure 27: Total Price Summary Options Button

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The detailed pricing results, in the **Pricing Results Overview** panels, also provides an option for downloading and removing the detailed pricing. The **Options** dropdown allows the user to show the details and/or prices (Figure 28).

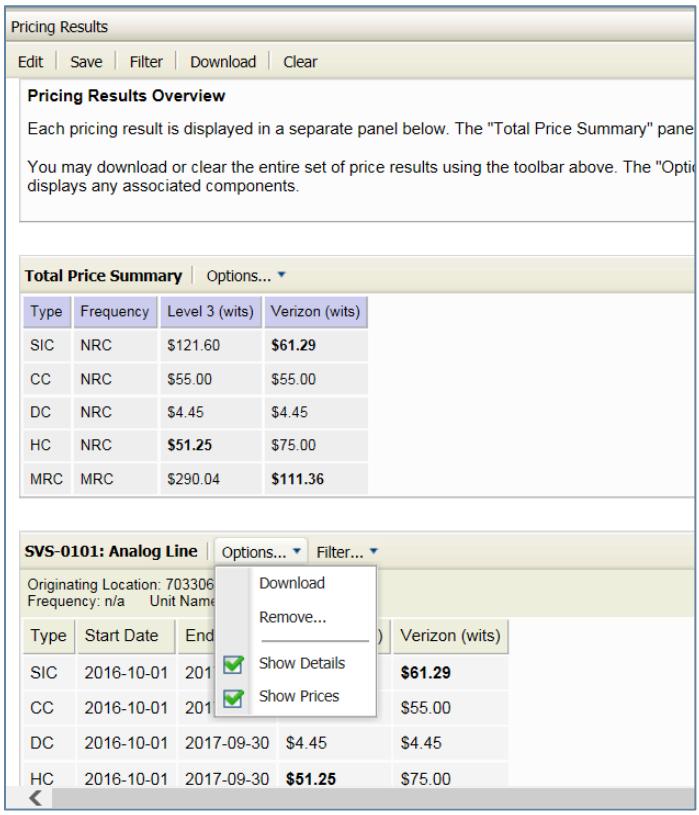

Figure 28: Price Details Options Button

To filter price details by WITS 3 vendor, use the **Filter** dropdown (Figure 29).

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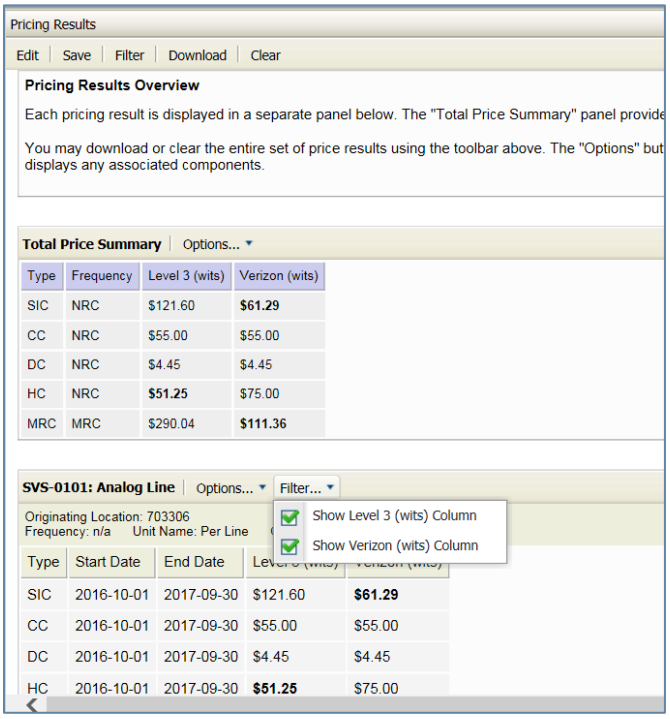

Figure 29: Price Details Filter Button

3.7.3 Total Price Summary

The pricing results include a **Total Price Summary** that shows the sum of all price results by vendor. This **Total Price Summary** reflects the following:

- If pricing more than one CLIN, the summary results will reflect the sum of the results from each CLIN.
- If the CLIN is an MRC CLIN, results will reflect the number of months in the chosen time period multiplied by the price.
- If the date range encompasses more than a single year, annual results will be summed together.
- If the CLIN is a Non-Recurring Charge (NRC) CLIN, results will reflect the first price.
- If the CLIN is a Usage CLIN, results will reflect the CLIN price multiplied by the quantity specified; and, then multiplied by the number of months in the chosen time period.

3.8 Pricing Switched Voice Service

As an example of how the pricing functions work, the WITS 3 Public Unit Pricer can price a Switched Voice Service (SVS).

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3.8.1 Choosing Vendors

To choose the WITS 3 vendors that offer dedicated access service, use the process outlined in in Section 3.1.

3.8.2 Choosing a CLIN

To find a dedicated access CLIN, type **SVS** in the text box. This will bring up a list of all the dedicated access CLINs as shown on the right panel (Figure 30).

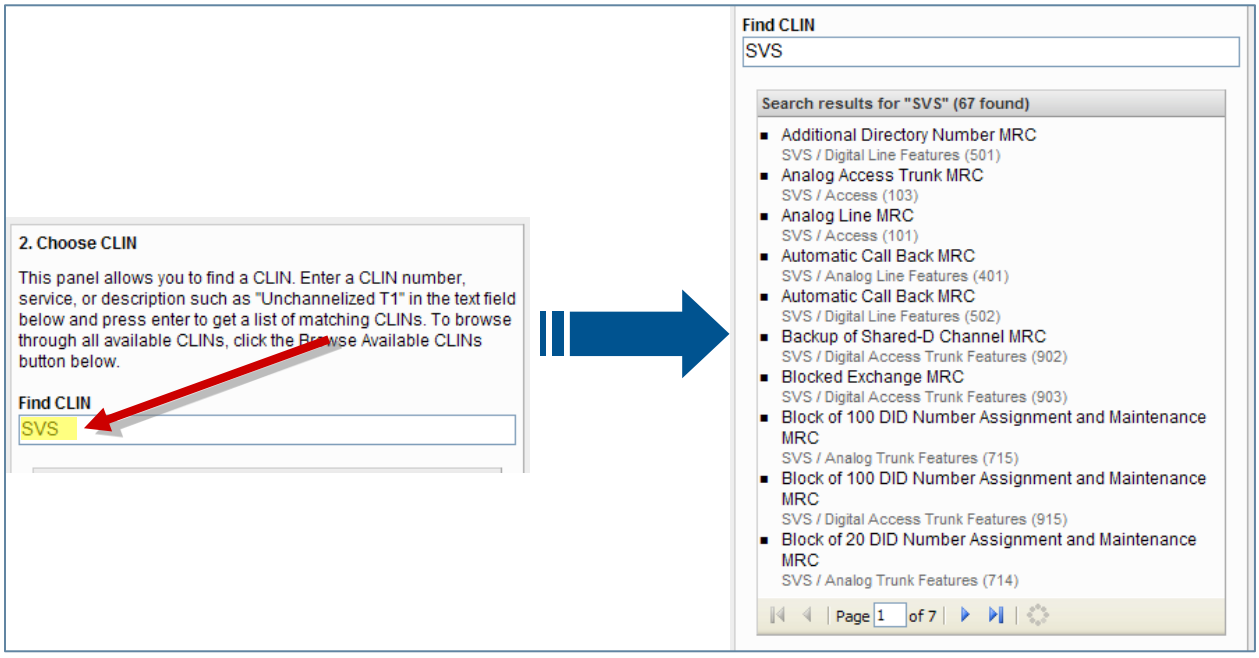

Figure 30: Switched Voice Services CLIN Search Funtion

Another method is to browse through all available CLINs and choose the **Voice Services** category as shown on the left panel in Figure 32. To access the list of all available CLINs, click the **Browse Available CLINs** button in the **Choose CLIN** panel (Figure 31).

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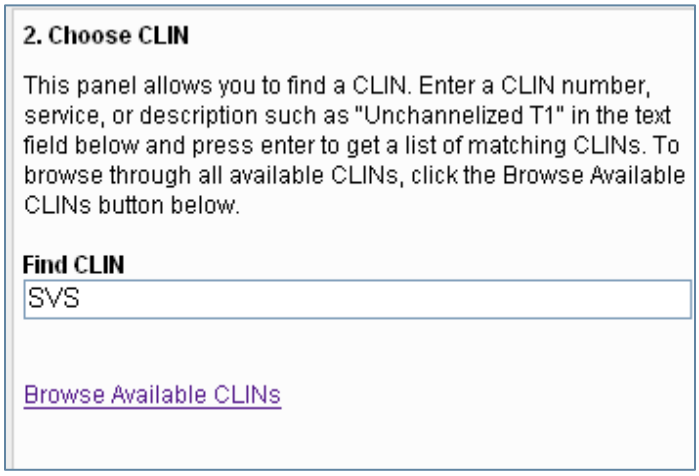

Figure 31: WITS 3 Services Categories

Within the Voice Services category, select the Voice Services folder, as shown in the left side of Figure 32. Within the Voice Services folder, select the access service type to be priced, as shown on the right side of Figure 32, which provides an example selection for Access services.

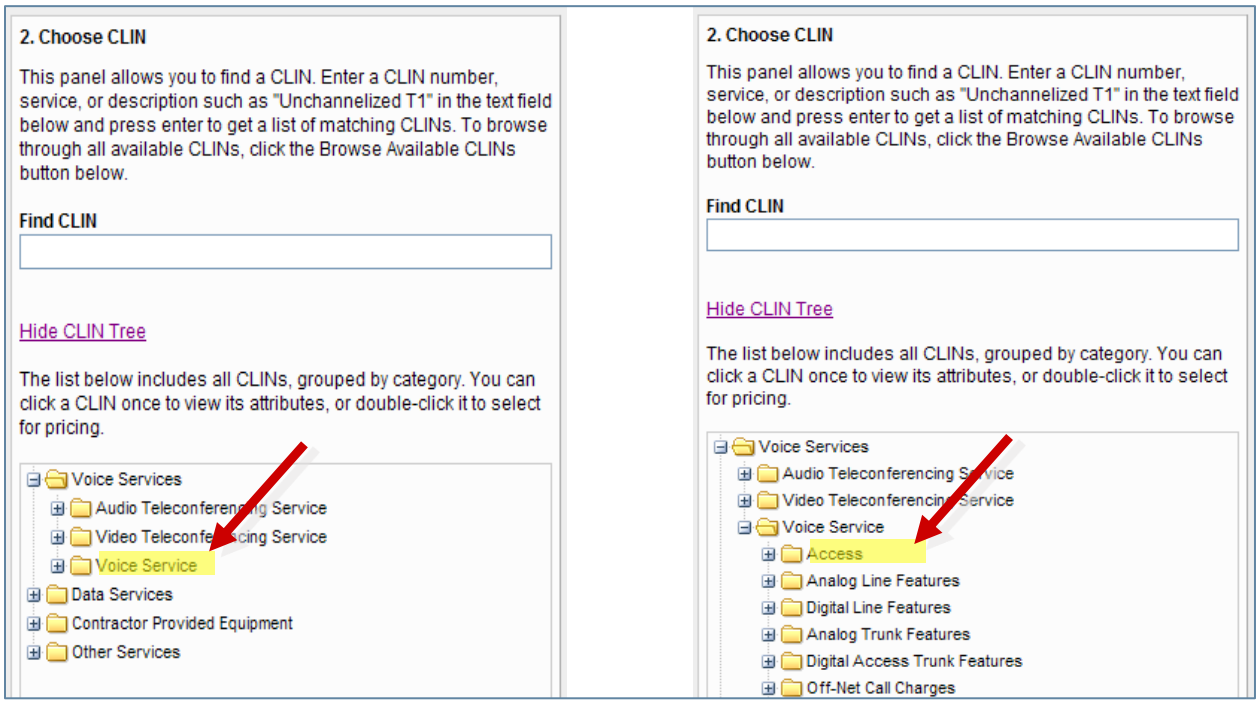

Figure 32: WITS 3 Voice Services Category Selection

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Expand the Access folder to list all the WITS CLINs that support Access services in the contract, as shown in the left side of Figure 33. To show the information for that CLIN, click on a CLIN, as shown in the right side.

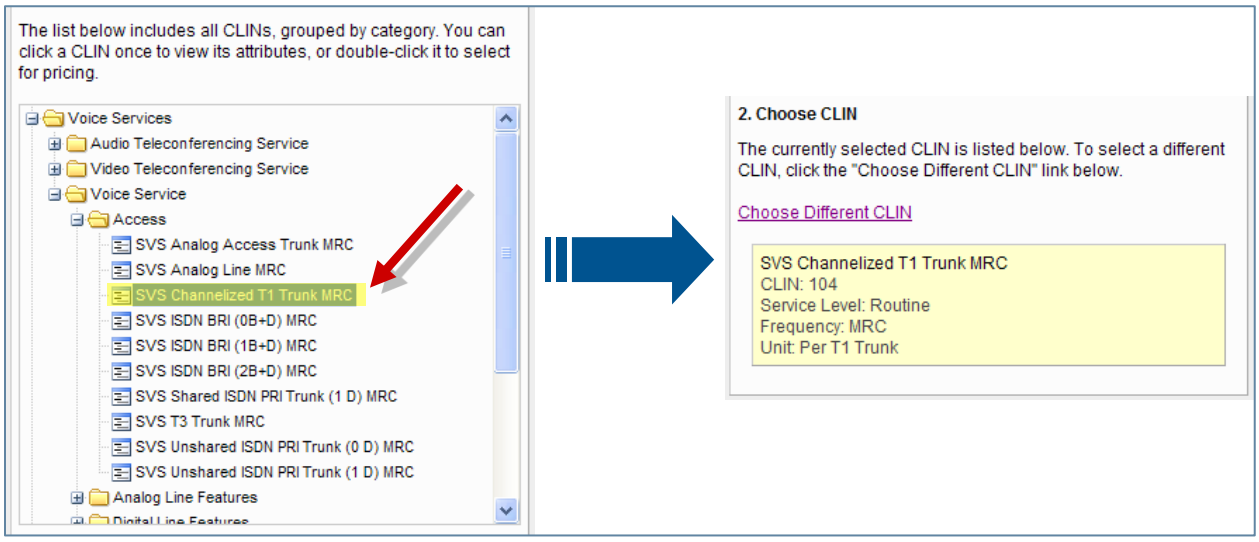

Figure 33: Voice Services Access CLIN Selection

3.8.3 Choosing a Location

Using the process outlined in Section 3.3, type in a location for the dedicated access service to be priced.

3.8.4 Choosing a Date Range

Using the process outlined in in Section 3.4, choose a date range for the dedicated access service to be priced.

3.8.5 Entering a Quantity

Type in a quantity of dedicated access service in the **Pricing Options** panel of the WITS 3 Public Unit Pricer Main Page. See Section 3.5 for instructions.

3.8.6 Activating the Pricer

Once all choices have been made in the Main Page panels 1 through 5 for dedicated access service, click on the **Price Selected CLIN** button in panel 6 to retrieve the Pricer results (Figure 17 above).

3.8.7 Viewing Pricer Results for Dedicated Access

The Pricer results will display in **Pricing Results** panel on the right side of the main page. Figure 34Figure 34 provides an example of the Pricer results for dedicated access.

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Total Price Summary | Options...

Type	Frequency	Level 3 (wits)	Verizon (wits)
SIC	NRC	**$255.00**	$631.00
CC	NRC	$55.00	$55.00
DC	NRC	$0.00	$0.00
HC	NRC	$365.00	**$305.00**
MRC	MRC	**$4,896.14**	$5,437.60

SVS-0104: Channelized T1 Trunk | Options... Filter...

Originating Location: 703306
Frequency: n/a Service Level: Routine Unit Name: Per T1 Trunk Quantity: 1

Type	Start Date	End Date	Level 3 (wits)	Verizon (wits)
SIC	2007-11-08	2008-09-30	**$255.00**	$631.00
CC	2007-11-08	2008-09-30	$55.00	$55.00
DC	2007-11-08	2008-09-30	$0.00	$0.00
HC	2007-11-08	2008-09-30	$365.00	**$305.00**
MRC	2007-11-08	2008-09-30	**$454.75**	$505.04

Figure 34: Example Pricer Results for Switched Voice Access Services

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