

Information Technology Co-location Agreement

Introduction

This is an agreement between Information Technology and

hereafter referred to as the contracting party, where Information Technology will provide the co-location services as stated upon in this document. All covered equipment will be described in the attached "Equipment Installation Form", and all such equipment will be physically located in the Information Technology Data Center located in the Wham Building (B-30)

Effective Dates

- This agreement will begin on _____
- This agreement will end on _____
- This agreement may be ended at any time by the contracting party. 30 days notice must be provided to the Director of Information Technology and all covered equipment must be removed from the Data Center at the expense of the contracting party.
- 60 days prior to the end of this agreement, Information Technology and the contracting party will renegotiate this agreement.

Co-location Costs

One-time Charges: The contracting party agrees to pay for the following charges associated with the installation of the equipment covered by this agreement. These charges may include, but are not limited to, estimate and installation costs of electrical circuits, purchase of a metered power supplies, additional networking equipment, or any other additional charges IT may incur in order to meet the requirements of the contracting party.

Ongoing charges: The contracting party agrees to pay Information Technology the following charges for the equipment covered in this agreement.

Covered Equipment

Equipment covered under this agreement will be specified in an attached "Equipment Installation Form" and any additional documents as required. The form can be found on the web at: <http://eforms.siu.edu/siuforms/info/int0201.html>.

Data Center Access

Staff member(s) designated by the contracting party will be granted access to the equipment housed in the Data Center as allowed by Information Technology Data Center policies and procedures found on the web at: <http://eforms.siu.edu/siuforms/info/int0203.html>.

The contracting party will be responsible for providing a list of authorized staff members to Information Technology before access to the Information Technology Data Center will be granted. The contracting party will also be required to complete an "Authorized Access Request" form for each authorized staff member. The form can be found on the web at: <http://eforms.siu.edu/siuforms/info/int0200.html>.

Data Center Services

The following services are provided at no additional cost:

- Floor space
- UPS and generator power
- Physical security and access control
- Data Center facilities monitoring
- Equipment installation assistance
- Basic network connectivity
- Fire suppression system
- Inventory verification assistance

Expanded services to be provided at additional cost:

Account Billing Information

Budget Purpose	<input type="text"/>	DA1	<input type="text"/>	DA2	<input type="text"/>	Object	<input type="text"/>	\$ Amount	<input type="text"/>	
Account Title	<input type="text"/>								FY Funds	<input type="text"/>
Fiscal Officer Signature: _____						Date: _____				

Budget Purpose	<input type="text"/>	DA1	<input type="text"/>	DA2	<input type="text"/>	Object	<input type="text"/>	\$ Amount	<input type="text"/>	
Account Title	<input type="text"/>								FY Funds	<input type="text"/>
Fiscal Officer Signature: _____						Date: _____				

Budget Purpose	<input type="text"/>	DA1	<input type="text"/>	DA2	<input type="text"/>	Object	<input type="text"/>	\$ Amount	<input type="text"/>	
Account Title	<input type="text"/>								FY Funds	<input type="text"/>
Fiscal Officer Signature: _____						Date: _____				

Budget Purpose	<input type="text"/>	DA1	<input type="text"/>	DA2	<input type="text"/>	Object	<input type="text"/>	\$ Amount	<input type="text"/>	
Account Title	<input type="text"/>								FY Funds	<input type="text"/>
Fiscal Officer Signature: _____						Date: _____				

Signatures of Acceptance

Contracting Party Signature: _____ Date: _____

Printed Name: _____ Title: _____

IT Director Signature: _____ Date: _____

---- Internal Use Only ----

Contract Number: _____