

**From:** Printing & Publishing 3Ds [mailto:PPSS3DS@LISTSERV.ARIZONA.EDU] **On Behalf Of** 3D Memos  
**Sent:** Monday, January 28, 2008 4:35 PM  
**To:** PPSS3DS@LISTSERV.ARIZONA.EDU  
**Subject:** UITS - NTS Full Costing Policy-effective starting January 28, 2008.

January 28, 2008

**To:** UA Community

**From:** Michele Norin, CIO, Executive Director  
Robert Lancaster, Director

**Re:** UITS – NTS Full Costing Policy

**Term:** This policy is effective starting January 28, 2008.

**Purpose:** To make certain that the transition of UITS-NTS to the FTE funding model does not negatively impact the budget and consequently the ability of NTS to maintain the campus network infrastructure.

**Policy:** Any change, upgrade or new installation of equipment or service will be charged as follows:

- Equipment Upgrade – charged a one-time rate at time of installation in an amount equal to the full cost of the equipment (such as phone sets). Upon purchase the equipment is owned by the user/department. Ownership of existing equipment will transfer to the user/department when the FTE model becomes effective. Line charges will continue to be applied through June 30, 2008. Warranty on equipment will be provided by NTS for a period of 90 days.
- Service Upgrade or New Service – defined as new service or upgrades to existing connectivity currently recovered as a pass-through cost to the user/department and provided by an external vendor. Departments will be charged the current installation rate plus the monthly recurring charges until the next funding model update when the FTE model can absorb the additional service costs.