



CONTRACTOR/VENDOR REQUEST FOR INTERNET ACCESS FORMS

To be completed by Contractor/Vendor

Contractor/Vendor Company: _____

Contractor/Vendor Representative Name: _____

CURRENT W9 MUST BE ATTACHED. Contractor/Vendor Tax ID # _____

Contractor/Vendor Business Billing Address:

Contractor/Vendor Billing Phone: (Office) _____ (Fax) _____

Contractor/Vendor Site Phone: (Office) _____ (Fax) _____

Contractor/Vendor Business Email: _____

Is DHCP service requested _____

Number of public IP addresses required: _____

OPTIONAL:

Contractor/Vendor Network & Workstation(s) Technical/Network Contact:

Name	Phone	Email
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A Contractor/Vendor working on University property requesting network access is administratively and financially responsible for the following:

- 1. Service Installation & Activation.** University provides a network connection from Contractor/Vendor Site to a campus Next Generation Backbone (NGB) active network switch or router. These costs may include materials and labor to create a network path from the Contractor/Vendor site to the supporting building. Attachment of the network cable to the Contractor/Vendor on-campus work location and to the serving campus network switch may require placement of additional cabling on the campus fiber backbone cable plant. The cost of jumpers and the labor to place and test the completed route between Trailer and Switch are the responsibility of the Contractor/Vendor. At the completion of this testing, the circuit will be activated by attachment to the Contractor/Vendor's network. The network cable is usually placed simultaneously with any telephone. **If requested**, this cost will be estimated and provided to the Contractor/Vendor for approval prior to installation. Costs for estimate preparation will be added to the total cost of the work on a time and material basis.
- 2. Description of Service.** UCSB will provide Contractor/Vendor with an Ethernet connection to the campus backbone, which includes access to the commercial internet. Static IP addresses will be supplied. The rate of the connection will be 10 Mbps in both directions simultaneously. Additional bandwidth is available in 10 Mbps increments upon request of additional service.
- 3. Campus Billing.** The information provided on this Contractor/Vendor Access Form will be used to open a business account with the University Billing Accounts/Receivable Office (BARC) on behalf of the Contractor/Vendor, through which all service charges are billed. Department charges will be outlined in a monthly invoice and BARC will provide monthly Account Statements. All payments are to be made to UC Regents and need to reference the BARC account ID for processing. Failure to pay applicable charges in a timely manner may result in disconnection of the service, and any service reconnection fees are the responsibility of the Contractor/Vendor. It is the responsibility of the Contractor/Vendor to notify Communications Services of their desire to cancel this service. Charges will apply up to the effective date of that cancellation notice.
- 4. Service Rates.** The rate for the service is currently \$66.40 per month, and will be prorated for the first month based on date of activation. This rate is subject to annual review by the campus recharge committee and may change. Non-University Contractors/Vendors are subject to an Indirect Cost Recovery fee on all costs. This rate is determined by the US Department of Health and Human Services and is subject to change. The current rate is 55% percent and the current agreement can be found at: <https://www.ucop.edu/research-policy-analysis-coordination/policies-guidance/indirect-cost-recovery/background-on-rate-agreements.html>



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Limitation of Liability

The liability of the University of California for damages arising out of mistakes, omissions, interruptions or defects in the service being provided to the Contractor/Vendor shall in no event exceed an amount equal to the pro rata charges to the Contractor/Vendor for the period during which the mistakes, omissions, interruptions or defects in the service occurred.

Waiver of Subrogation

Licensee hereby waives any right of recovery against University due to loss of or damage to Licensee’s property when such loss or damage arises out of the acts of God or any of the property perils included in the classification of fire or extended perils (“all risk” as such term is used in the insurance industry) whether or not such perils have been insured, self-insured, or non-insured.

Acceptable Use

By connecting equipment to campus network resources, Contractor/Vendor agrees to abide by campus policies and procedures related to the use and operation of campus network resources. Included in these policies are the following:

- Digital Millennium Copyright Act at UCSB
- University of California Electronic Communications Policy
- UCSB Interim Electronic Communications Implementing Guidelines 5612 (pdf)
- SB 1386 and AB 1298 Guideline
- University of California Electronic Information Security (pdf)
- UCSB Network Citizenship

These policies, which are subject to change, can be found on this link to the UCSB website and are incorporated herein by reference: <http://www.oit.ucsb.edu/connect/policy.asp>

Should a policy change occur, reasonable efforts will be made to notify you of these changes, and continued use of campus network resources constitutes your agreement to comply with these policies. Failure to comply could result in disconnection from the network and subsequent reconnection fees.

I have read and agree to comply with these UCSB terms and policies.

Printed name of Contractor/Vendor

Signature Date