

# DENVER PUBLIC SCHOOLS

## REQUISITION FOR PHONE OR DATA INSTALLATION

Revision 10/08/08

**SIGNATURE AND ACCOUNT NUMBER MUST APPEAR ON THIS REQUEST**

Date: Mo. \_\_\_\_\_ Day \_\_\_\_\_ Yr \_\_\_\_\_

HEAT TICKET # \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_ School/Department: \_\_\_\_\_

\_\_\_\_\_  
Signature of Principal or Department Head

Description of Work Requested:

**20 Digit Account Number** (required): \_\_\_\_\_

Telephones

Elementary / Middle School  
(with Norstar Key System)

	<u>Price</u>	
	New	Refurbished
Classroom - 1 button - model 7100	\$ 96.00	\$ 72.00
Office - 8 button - model 7208	\$ 125.00	\$ 93.00
Office - 10 button - model 7310	\$ 175.00	\$ 140.00
Principal - 24 button - model 7324	\$ 185.00	\$ 155.00
ATA	\$ 160.00	\$ 95.00

Middle / High School / Administrative  
(with PBX System)

	<u>Port</u>	<u>New</u>	<u>Used</u>
Classroom - analog model (wall or desk)	\$ 118.00	\$ 30.00	\$ -
Office - 8 button - mod 2008 basic	\$ 118.00	\$ 130.00	\$ 95.00
Office - 16 button - model 2616	\$ 118.00	\$ 175.00	\$ 130.00
Office - 16 button display - model 2616D	\$ 118.00	\$ 190.00	\$ 145.00
Office - black 2 button - model 3903	\$ 118.00	\$ 185.00	\$ 160.00
Office - black 6 button - model 3904	\$ 118.00	\$ 210.00	\$ 190.00
Fax / Modem Line	\$ 118.00		
Display Module for the Office - Model 2616	\$ 55.00		

Telephone and Data wiring:

DoTS will complete a site survey and provide a written quote for all Wiring projects that are five (5) drops or more. For wiring projects less than five (5) drops DoTS will charge for applicable material costs. A network and switch evaluation will also be performed to ensure capacity for network connectivity.

**Please return this form to: DoTS Telecommunications Department**  
**780 Grant Street**  
**Fax No. 720-423-3030**  
**Email: DoTS\_Hotline@dpsk12.org**  
**Attention: Telecom Dept.**

DoTS use only	
Date received	
Technician assigned	
Start date	
Completion date	Total hrs.
Comments:	
List material usage on the back of this form.	
Technician signature:	