**Commonwealth Office of Technology**

**Data Center Equipment Installation/Removal Request Form**

Mail completed form to: COT, Commonwealth Service Desk, 101 Cold Harbor Drive, Frankfort KY 40601 OR send electronically to: [CommonwealthServiceDesk@ky.gov](mailto:CommonwealthServiceDesk@ky.gov)

**Complete one COT-F059 per device. 1 Device, 1 Form.**

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| **Request is for:** | Project/Change Ticket: | | | Requested Activity: | | |
| **Requestor:** | Name: | Telephone: (   )   -     ext | | | Email: | |
| **Schedule:** | Date you need request completed? | | | | | |
| **Billing:** | Agency/COT Branch: | | Emars: | | Accounting Code: | Object Code: |

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| **SECTION 1**  **Location:** | Device Name: | Location: | Grid/Rack: | RU: |
| Reason for requiring this location: | | | |
| Comments: | | | |

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| **SECTION 2**  **Equipment Size and Cooling:** | Device Type: | | | |
| Size: | Weight (lbs): | BTU Output: | Will equipment operate in 61-72° with 40% humidity? |
| Will this equipment have proper air venting and service clearances in the COT standard racks with cold air venting from front to rear? | | | |
| Comments: | | | |

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| **SECTION 3**  **Electric:** | Manufacturer’s preferred voltage: | # of Power supplies installed: | | Manufacturer’s rated electric draw: | reported in |
| Equipment power cord plug type: | | Power cord length:       feet. | | |
| Comments: | | | | |

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| **SECTION 4**  **Network Cable:** | Network connection required: | Equipment side connector: | | | Network switch side connector: | |
| 1st Switch: | | 1st Switch Port: | 1st Device NIC: | | Test Result: |
| 2nd Switch: | | 2nd Switch Port: | 2nd Device NIC: | | Test Result: |
| 3rd Switch: | | 3rd Switch Port: | 3rd Device NIC: | | Test Result: |
| Comments: | | | | | |

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| **SECTION 5**  **Storage Cable:** | Storage connection required: | | | | Equipment side connector: | | | | | | | | | Storage Director side connector: | | | | | | | | |
| 1st Director: | | | | | | | 1st Blade: | | | | | 1st Port: | | | | | | | 1st Device HBA: | | |
| 2nd Director: | | | | | | | 2nd Blade: | | | | | 2nd Port: | | | | | | | 2nd Device HBA: | | |
| 3rd Director: | | | | | | | 3rd Blade: | | | | | 3rd Port: | | | | | | | 3rd Device HBA: | | |
| **ISB USE ONLY** | | Cable 1: Rack: | Box: | | Mod: | | Port:    - |  | Rack: | | Box: | | | | Mod: | Port:    - | |  | | Test Result:       / | |
| Cable 2: Rack: | Box: | | Mod: | | Port:    - |  | Rack: | | Box: | | | | Mod: | Port:    - | |  | | Test Result:       / | |
|  | | Cable 3: Rack: | Box: | | Mod: | | Port:    - |  | Rack: | | Box: | | | | Mod: | Port:    - | |  | | Test Result:       / | |
| Comments: | | | | | | | | | | | | | | | | | | | | | |
| **SECTION 4**  **Continued**  **Network Cable:** | | | Network connection required: | | | Equipment side connector: | | | | | | | | | | Network switch side connector: | | | | | | |
| 4th Switch: | | | | | 4th Switch Port: | | | | 4th Device NIC: | | | | | | | Test Result: | | | |
| 5th Switch: | | | | | 5th Switch Port: | | | | 5th Device NIC: | | | | | | | Test Result: | | | |
| 6th Switch: | | | | | 6th Switch Port: | | | | 6th Device NIC: | | | | | | | Test Result: | | | |
| 7th Switch: | | | | | 7th Switch Port: | | | | 7th Device NIC: | | | | | | | Test Result: | | | |
| 8th Switch: | | | | | 8th Switch Port: | | | | 8th Device NIC: | | | | | | | Test Result: | | | |
| 9th Switch: | | | | | 9th Switch Port: | | | | 9th Device NIC: | | | | | | | Test Result: | | | |
| 10th Switch: | | | | | 10th Switch Port: | | | | 10th Device NIC: | | | | | | | Test Result: | | | |
| 11th Switch: | | | | | 11th Switch Port: | | | | 11th Device NIC: | | | | | | | Test Result: | | | |
| 12th Switch: | | | | | 12th Switch Port: | | | | 12th Device NIC: | | | | | | | Test Result: | | | |
| Comments: | | | | | | | | | | | | | | | | | | | |

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| **SECTION 5**  **Storage Cable:** | Storage connection required: | | | Equipment side connector: | | | | | | | | | Storage Director side connector: | | | | |
| 4th Director: | | | | | | 4th Blade: | | | | 4th Port: | | | | | | 4th Device HBA: |
| 5th Director: | | | | | | 5th Blade: | | | | 5th Port: | | | | | | 5th Device HBA: |
| 6th Director: | | | | | | 6th Blade: | | | | 6th Port: | | | | | | 6th Device HBA: |
| 7th Director: | | | | | | 7th Blade: | | | | 7th Port: | | | | | | 7th Device HBA: |
| 8th Director: | | | | | | 8th Blade: | | | | 8th Port: | | | | | | 8th Device HBA: |
| 9th Director: | | | | | | 9th Blade: | | | | 9th Port: | | | | | | 9th Device HBA: |
| 10th Director: | | | | | | 10th Blade: | | | | 10th Port: | | | | | | 10th Device HBA: |
| 11th Director: | | | | | | 11th Blade: | | | | 11th Port: | | | | | | 11th Device HBA: |
| 12th Director: | | | | | | 12th Blade: | | | | 12th Port: | | | | | | 12th Device HBA: |
| **ISB USE ONLY** | Cable 4: Rack: | Box: | | Mod: | Port:    - | |  | Rack: | Box: | | Mod: | | Port:    - |  | Test Result:       / | |
| Cable 5: Rack: | Box: | | Mod: | Port:    - | |  | Rack: | Box: | | Mod: | | Port:    - |  | Test Result:       / | |
| Cable 6: Rack: | Box: | | Mod: | Port:    - | |  | Rack: | Box: | | Mod: | | Port:    - |  | Test Result:       / | |
| Cable 7: Rack: | Box: | | Mod: | Port:    - | |  | Rack: | Box: | | Mod: | | Port:    - |  | Test Result:       / | |
| Cable 8: Rack: | Box: | | Mod: | Port:    - | |  | Rack: | Box: | | Mod: | | Port:    - |  | Test Result:       / | |
| Cable 9: Rack: | Box: | | Mod: | Port:    - | |  | Rack: | Box: | | Mod: | | Port:    - |  | Test Result:       / | |
| Cable 10: Rack: | Box: | | Mod: | Port:    - | |  | Rack: | Box: | | Mod: | | Port:    - |  | Test Result:       / | |
| Cable 11: Rack: | Box: | | Mod: | Port:    - | |  | Rack: | Box: | | Mod: | | Port:    - |  | Test Result:       / | |
| Cable 12: Rack: | Box: | | Mod: | Port:    - | |  | Rack: | Box: | | Mod: | | Port:    - |  | Test Result:       / | |
| Comments: | | | | | | | | | | | | | | | | |