

January 6, 2015

CenturyLink
1600 7th Ave, 14th Floor
Seattle, WA 98191

s implementing a new phone system during the first six months of 2015. As part of this project, we will be implementing Direct Inward Dial (DID) numbers for all employees and main department numbers. Currently, not all employees have DIDs.

The quantity of DID numbers we are requesting is 2000. We would like either a single block of 2000 numbers or two blocks of 1000 numbers.

We currently have a random mix of less than 300 DID numbers that are of various pre-fixes and various number schemes. We believe we will need to retain the old DID numbers for at least a period of 1 year for a transition period. Some DID numbers may need to be held longer due to being published, printed, or well known by the public citizens that Whatcom County serves.

The new DID numbers are needed as early as February 1st, 2015. It is at this time that we will begin the transition from our old phone system to the new. The project is scheduled to conclude as of June 30th, 2015.

Number ranges we want to exclude are:

- 0xxx - due to the fact that many programs drop the leading zero when being translated into tables and/or spreadsheets.
- 7xxx - this range is currently in use by another phone system at
- 9xxx - we use 9 as our outside line access code and want to avoid any confusion with dialing.
- Any exchange code prefix (NXX) for our area is acceptable.

Please direct all correspondence on this matter to:

Sincerely,