



SBC-002-316-015

Discontinuance of CLEC Equipment, Cable Facilities and OSS Assignments M&P

Abstract:

Presented in this document are the Engineering methods and procedures for the removal/reduction of CLEC equipment and cabling associated with the discontinuance of CLEC space/equipment in SBC-13STATE Central Office locations.

Audience: The primary audience for this document is SBC Local Exchange Carrier personnel in the following disciplines, Switch Capacity Planner/Engineer, Transport Equipment Engineer (--TEE, which includes the Facility Equipment Engineer -- FEE, Digital Transport Engineer – DTE), Space Planner, Frame Planner, Long Range Technical Planners, and NSS organizations.

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Related Documents: SBC-002-316-013, *CLEC Discontinuance Worksheet*, Issue 4, dated May 17, 2002.

Reference Section of this document for other materials.

Canceled/Superseded Doc: SBC-002-316-015 Issue 1, 2 & 3 and associated appendices

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1.0 Reasons for Reissue

Issue 4, Section 2.1, Paragraph 1: Update of information on Triggers and TEO Job Issuance.

Issue 4, Section 2.2: Paragraph 4: Covering the responsibility for the CLEC to remove the cabling that they had installed, which is mandated in certain tariffs, ICAs and MOUs.

Issue 4, Section 2, Paragraph 4.6: Power Cabling-deleted.

Issue 2, Paragraph 4.2: CLECs may reduce their power on some feeds to zero AMPS as long as they maintain at least one power feed to the minimum amperage level at the Collocation Site using an MOU only.

Issue 4, Section 2.4, Paragraph 5: Power Reduction fuse turndown reflects the CLEC using the **SBC-13STATE** Approved Vendor (or LFO) performing this work activity.

Issue 4, Section 2.4, Paragraph 7: Vendor Engineering & Installation will also update records and change stenciling.

Issue 4, Section 2.4, Paragraph 7: The CLEC using an **SBC-13STATE** Approved Vendor shall defuse their power, change from “may elect”. (Except under requirements where Network Operations will perform the work.)

Issue 4, Section 2.7, CLEC Space Conversion to another CLEC has been changed in its entirety.

Issue 4, Section 2.8: Added removal of CLEC BFR Cabling

Issue 4, Section 2.9, Third Party Removal of Collocated Equipment has been changed in its entirety.

Issue 4, Section 2.10: New Box to indicate that CLEC abandoned sites will be processed in special arrangements in accordance with regulatory, legal and administrative requirements.

Issue 4, Section 2.10: New Definitions for Collocation Space Covered.

Issue 4, Section 4.1: Engineering Jobs will be required in each instance, even for Power Reductions and Third Party Equipment Removals.

Issue 4, Section 4.1.4: Collocation Cable Removals will be processed in the “M” Expense accounts.

Issue 4, Section 4.4: Table updated to reflect latest standards.

Issue 4, Section 4.7.1: Trigger Overview - New.

Issue 4, Section 4.7.2: Trigger Deployment Sequence - New

Issue 4, Section 6, Updated in its entirety.

Issue 3, Section 2.2.1: New section covering administrative and functional issues when a Tariff does not cover Discontinuance in the state.

Issue 3, Section 2.2: CLECs in Bankruptcy or litigation requesting CLEC Discontinuance.

Issue 3, Section 2.2: Highlighted box updated to reflect CLEC ability to remove cabling using **SBC-13STATE** Approved Vendors.

Issue 3, Section 2.2: Paragraph 3: NSS responsibility extends to verification of CLEC cable & fuse removal.

Issue 3, Section 2.2: Paragraph 4: CLEC now shown able to have **SBC-13STATE** Approved Vendor perform work of Discontinuance.

Issue 3: Section 2.2: Paragraph 4: CLEC is responsible for the net salvage value of all **SBC-13STATE** installed cabling that they remove.

Issue 3, Section 2.2: Paragraph 6: Discontinuance Worksheet reference updated now by state.

Issue 3, Section 2.2: Paragraph 9: The CLEC is obligated to issue and complete disconnects of working circuits prior to requesting Discontinuance activities.

Issue 3, Section 2.4: Revised in its entirety to include partial power discontinuance.

Issue 3, Section 2.5: Revised in its entirety to include partial interconnection discontinuance.

Issue 3, Section 2.6: A new CLEC may take over the space and terminations of a Discontinuing CLEC under certain stipulations.

Issue 3, Section 2.8: New section on CLEC Outside Plant Cable removal from the Central Office.

Issue 3, Section 2.9: New Section on Non-CLEC Equipment Removal

Issue 3, Section 3.4: Discontinuance Cost Worksheet with regard to CLEC Cable/Fuse Removal.

Issue 3, Section 4.1: Engineering Job Order must still be issued when the CLEC elects to remove the interconnection cable/fusing.

Issue 3, Section 4.2: NSS must validate completion of CLEC Discontinuance work activities, especially cable/fusing.

Issue 3, Section 4.3: Chart Name Change to reflect "**SBC-13STATE** Removal Process Activities"

Issue 3, Section 4.4: New Section: "**SBC-13STATE** Process Activities with CLEC Removals"

Issue 3, Section 4.5: Table Changed to Reflect Responsibilities and Timelines when **SBC-13STATE** performs the work.

Issue 3, Section 4.6: New Table to Reflect Responsibilities and Timelines when the CLEC performs the work.

Issue 3, Section 4.7: Triggers for **SBC-13STATE** initiated removals added

Issue 3, Section 5.1: Building Block Process will not apply to the CLEC Discontinuance of a CLECs Space or Interconnection Cabling/Fusing. Addition of the VRF Process.

Issue 3, Section 5.2: CLECs using **SBC-13STATE** Approved Vendor performing work is highlighted.

Issue 3, Section 5.3: Salvage Section covers requirement for **SBC-13STATE** Approved Vendors to return Net-Salvage Value to CLEC/ILEC.

Issue 3, Section 6: References updated in its entirety.

Issue 3, Section 7: Contact List updated in its entirety.

Notice! Due to limitations in APEX, the SBC Discontinuance Worksheet, SBC-002-316-015, Appendix 1 has been renumbered to SBC-002-316-013.

2.0 Introduction

2.1 General

Competitive Local Exchange Carriers (CLECs) are for various reasons requesting to cancel some, or all of their Collocation service. In other cases, CLECs have abandoned their collocation service and equipment. This Method and Procedure has been developed to provide the methodology for **SBC-13STATE** to recover collocation space due to a CLEC's discontinuance of service. This document provides guidance for Network Planning and Engineering personnel as they make the decisions involved in performing the work required in the CLEC Discontinuance process. As always, thorough research and sound engineering judgement should be applied to insure the safe and cost effective completion of the undertaking. Every situation is different due, in part, to the variances in state tariffs and to the unique nature of ICAs (Interconnection Agreement) and MOUs (Memorandum of Understanding). Before proceeding with any space recovery efforts, it is necessary that SBC-Legal review each case for possible legal encumbrances. This verification is the responsibility of the Network Sales Support (NSS) and the SBC CLEC Account Manager.

In general, the current SBC position is that space recovery efforts will be performed only under two scenarios. Each requires SBC-Legal review for validity on an individual case basis. The scenarios are:

- 1) When **SBC-13STATE** can seek reimbursement via existing tariffs, ICAs and MOUs
- 2) When space recovery is necessary to meet internal business triggers that are technically and economically justified.

NOTE: Until approved rates can be established via tariff filings, approved billing activity will be accomplished through the ICB/NSCR process with NSS utilizing the state specific costs determined by using the worksheet for that state found in SBC 002-316-013. The latest version of this document and appendix worksheet may be obtained on <http://ebiz.sbc.com/commonsystems>.

This document addresses the complete CLEC Discontinuance, which is the removal of all CLEC equipment and cabling accompanied by the restoral of the **SBC-13STATE** Central Office space for reuse. It also covers the partial CLEC Discontinuance of power and interconnection provisioning. . This document supports the various Marketing Service Descriptions (MSD) provided by SBC Industry Markets.

2.1.1. Processing Notice

Background Information: When a CLEC decides to discontinue all, or a portion of their service it is the CLECs responsibility to initiate the process. The first step required is for the CLEC to submit to the Collocation Service Center (CSC) a Collocation Application for the Discontinuance of Service. The CLEC may request the removal by one of two methods:

- 1) The CLEC may submit an application for Discontinuance of Service. The CLEC will have 30 days (**or** the number of days allowed per specific tariff, ICA or MOU) from the ILEC receipt of the CLEC order request, to remove their equipment & bays from the ILEC Central Office. In some cases, the CLEC will also be required to remove cabling (in addition to the equipment and bays) when their contract requires.
- 2) The CLEC may submit an augment order identifying specific equipment, cable and/or power to be removed or reduced.

Apply both items above to the below listed points:

- a) Requires, as a minimum, the opening of an Engineering Job for tracking coordination and records updates.
- b) Requires, (*in the absence of Tariff, ICA or MOU cost recovery*), SBC-Legal involvement on a case by case basis before any removal activity is performed.
- c) Requires, CSC involvement to assure that **SBC-13STATE** does not charge the same costs more than once for Collocation and does not discriminate. (where applicable this would result in prorated funds to the first Collocator, with offsetting prorated compensation from the second Collocator as discussed in FCC language)

SBC-13STATE may elect to internally trigger the removal of CLEC equipment, facilities and space without adequate cost recovery *when the cost impact of new space and infrastructure construction outweighs the cost of reusing the existing discontinued space.* **(Section 4.7 of this document covers the process in depth)**

2.2 Complete CLEC Discontinuance Policy

Until tariff rates are successfully filed, or unless ICAs or MOUs permit, SBC-13STATE may in most cases only seek cost recovery for removal of CLEC equipment (bays, cabinets, and those items installed therein) which have been left in place by the CLEC beyond the deadline allowed for CLEC removal of their own equipment. This document describes the removal activities that are to be performed by the ILEC after the CLEC tariff/ICA/MOU approval activities are completed.

The following procedures describe how to handle CLEC requests for Discontinuance of Collocation service after SBC-13STATE has turned over the space to the CLEC.

KEY POINTS:

- 1) The CLEC must provide written notice to discontinue their collocation service via a Collocation Application to the **SBC-13STATE** Collocation Service Center (CSC).
 - a) The request shall be entered into the Complete Disconnect field on the application form.
 - b) The CSC will assign a new case number for the CLEC Discontinuance job and log it into the database.
 - c) NSS shall trigger Transport Engineering and/or Corporate Real Estate (CRE) to open a space Discontinuance engineering job after the CSC receives the space disconnect application.
 - d) The CSC will hold the original case number on file until the CLEC Discontinuance job has been completed, *with the exception of the cable mining.*
 - e) The CLEC will have a 30-day interval (or the interval specified per tariff, ICA, or MOU) from the date of receipt by the CSC of the Collocation Application, to both *disconnect their existing services and remove all bays and/or equipment within their collocation footprint.* (Note: A State Tariff, ICA or MOU must be in place for this to apply.)
 - f) The CLEC will have a 90-day interval (or the interval specified per tariff, ICA, or MOU) from the date of receipt by the CSC of the Collocation Application, to *disconnect their existing services, cabling and fusing outside of the Collocation Space/footprint.*
- 2) The CLEC is obligated to issue disconnect service orders to all applicable telephone companies on their interconnected working circuits, trunks and spans that may work through this equipment and cabling.

Note: The CLEC must insure that these facilities have been fully disconnected prior to the initiation of any discontinuance activity. *In some instances CLECs may enter court proceedings without initiating disconnect orders, therefore it is necessary to verify that SBC-Legal, CSC, and NSS are in agreement that removal activities can proceed before the TEE is given the "go ahead" to issue the work order.*

- 3) Collocation Services is responsible for obtaining the proper documentation to authorize SBC to disconnect working circuits in the event that the CLEC's circuit disconnect orders have yet to process.
 - a) All trouble reports from CLEC's and their subtending customers will be verified with this Collocation Services Group.
 - b) Once Collocation Services has obtained the proper authorization and the CLEC interval for removals has passed, all telecommunications services associated with the Collocation Space may be disconnected, and any remaining CLEC equipment, bays and cabling may be removed.
- 4) If the CLEC is under Bankruptcy protection or under litigation, the CSC will **hold** the CLEC Discontinuance Request. **The request will not be distributed to NSS & Network Engineering.** The Timeframe clock will be held in abeyance until one of the two following instances occur:

- a) The CLEC notifies **SBC-13STATE** in writing, or **SBC-13STATE** Legal has notified CSC or NSS in writing that the bankruptcy and/or litigation issues have been cleared.
- b) The ILEC (**SBC-13STATE**) forecasts that the Central Office will be closed due to space exhaust within one year, and therefore requires this space for its own use. Approval from SBC-Legal is necessary.

Proper documentation of Central Office exhaust will be the responsibility of the Space Planner. This documentation will be provided through the normal channels to SBC-Legal. (SBC-Legal or the Account Manager will notify the CLEC of receipt of this exhaust information and will receive authorization from the CLEC to proceed. If the CLEC does not provide litigation protection from the CLEC or their creditors, **SBC-13STATE** will notify the appropriate state commission of the situation immediately.)

NOTE: When the CSC **does** complete delivery of the appropriate documentation to NSS & NP&E for processing, the Engineering organizations will proceed with the removal timelines and processes covered in this document with the full understanding that this CLEC Discontinuance has been reviewed by, and is authorized by the CSC/SBC-Legal/Account Manager.

- 5) The CLEC **SBC-13STATE** Approved Vendor shall coordinate a Method of Procedure (MOP) with the ILEC applicable work groups including the ILEC vendor under ILEC control. All other work performed by the CLEC's **SBC-13STATE** Authorized Vendor or their Tier II Authorized Vendor within the Collocation Space must be completed within 30-days from receipt of the collocation application (as adjusted per appropriate tariff, ICA, or MOU). All work performed by the CLEC's **SBC-13STATE** Authorized Vendor outside of the Collocation Space must be completed within 90-days from the receipt of the collocation application. This includes such items as interconnection and power cabling/defusing.
- 6) In cases where the appropriate tariff, ICA, or MOU requires the CLEC to remove the cable that they had installed, the CLEC must hire an **SBC-13STATE** Approved Vendor to perform the removal work in the established timelines by following SBC documentation for removals.

*****NOTICE***** All Cabling within the SBC ILEC Central Offices will be removed by the **SBC-13STATE** Approved Vendor under direction by either the CLEC or the ILEC. Cable Mining will be processed and handled under the auspices of BSP 800-003-200MP, *Network Facilities Cable Mining Guidelines and Requirements*, Issue A, dated December 8, 2000. Close coordination with Network Operations (LFO) personnel is required for this CLEC Discontinuance process.

- 7) In cases where the tariff, ICA, or MOU allows **SBC-13STATE** to obtain cost recovery for cable removal, and it requires **SBC-13STATE** to perform the removal:
 - a) **SBC-13STATE** Transport Engineering and/or CRE shall hire a recognized **SBC-13STATE** Approved Vendor that is authorized to perform removals to perform the removal and disposal of all interconnection cable, jumpers, power cable, timing jumpers, and **SBC-13STATE** provided fence materials (used in the building of cages).

- b) The CLEC may elect to arrange for the removal using the **SBC-13STATE** Approved Vendor and working under the SBC Timelines, regardless of whether the ILEC or CLEC performed the original installation.
- c) The CLEC may also request to remove the Power and Interconnection cabling which services their collocation site, but must use an **SBC-13STATE** Approved Vendor that can perform removals to perform the work.

Note: The CLEC will be obligated to turn over the removed items to **SBC-13STATE** for the Net Salvage of cable (melt-down copper value, cage materials, and bays that **SBC-13STATE** originally installed for the CLEC in support of their collocation request.

- 8) Network Sales Support will work with the TEE, Space Planner, Frame Planner, Outside Plant Engineer (OSP), and Corporate Real Estate (CRE) as necessary during the Discontinuance process.
- 9) Billing and Engineering Orders will be handled with an "X" or "M" status with an ICB/Custom Work Order (CWO). (See *Section 4.1: Engineering Job* for criteria to be used when determining the correct account to be used.)
- 10) The appropriate workgroup (TEE, OSP, or CRE) will issue CLEC Discontinuance jobs:
 - a) Upon the receipt of the CLEC collocation application order, **or**
 - b) Upon the receipt of a request for additional space from the Space Planner.
- 11) Until tariff rates can be filed and approved, cost recovery for the removal of CLEC equipment will be on an Individual Case Basis (ICB) or Non Standard Collocation Request (NSCR) form.
- 12) The SBC Discontinuance Cost Worksheet, Appendix 1, SBC-002-316-013, Issue 4, dated May 2002 will be used by NSS to determine appropriate costs on a state specific basis.
- 13) Cage materials removal, conduit removal and floor restoration must be accomplished by the joint efforts of the Network Engineering TEE, the Corporate Real Estate (CRE) Department, and OSP Technical Staff. Reference SBC-002-316-024, *CRE Total Decommissioning Collocation Sites M&P*, Issue 1, dated Feb 2001 for CRE responsibilities and timelines.

2.3 Space/Bay/Cabling Cancellation Policy

This policy is to be used *when the CLEC wishes to cancel a previously approved Collocation Application prior to ILEC hand-off of the Space/Bay/Cabling*: This policy will be subject to existing tariffs, ICAs, and MOUs) and will parallel the CLEC Discontinuance plan with these modifications:

- 1) The CLEC must cancel their installation order. This will be done in the form of a Collocation Application to the **SBC-13STATE** Collocation Service Center (CSC). The CLEC must specify the equipment/bays/materials and facilities to be removed for incremental prices to apply. Additional not-accounted-for items, abandoned items, and cabling found on the site will be charged at the average rate established by **SBC-13STATE**.
- 2) From the receipt date of the Collocation Request, the removal and disconnection of equipment/bays/fencing and turn-back of cabling will be performed within 30 days. Final billing will be completed at that time. Any cable facilities that have been placed or ordered will

be removed via an Engineering job within this period and will be completed within 6-months of the Collocation Application.

- 3) If **SBC-13STATE** is notified of an installation cancellation *prior* to issuance of the original installation order to the NP&E or CRE departments, the CLEC cancellation shall be processed administratively without NP&E or CRE involvement.
- 4) If **SBC-13STATE** has begun Engineering (NP&E) and/or Corporate Real Estate (CRE) cage work, ordering activities, engineer order work or designs, *the CLEC will be liable for all costs.*
- 5) The *SBC CLEC Discontinuance Cost Worksheet*, Appendix 1, SBC-002-316-013, Issue 4, dated May2002 and SBC-002-316-024, *CRE-Total Decommissioning M&P*, Issue 1 dated Feb 2001 will be used to determine appropriate costs. This information will be determined and completed by NP&E Engineering and CRE (Real Estate). These worksheets will be collected by NSS. NSS will transfer these costs to the most up to date ICB/NSCR worksheet and forward to the CSC for processing.
- 6) Cage materials removal, conduit removal and floor/wall restoration must be accomplished by the joint efforts of the Network Engineering TEE, Corporate Real Estate (CRE) and OSP Technical Staff. Reference SBC-002-316-024, *CRE-Total Decommissioning Collocation Sites M&P*, Issue 1, dated Feb 2001 for CRE responsibilities and timelines.
- 7) If the CLEC indicates the space is still desired *after* the discontinuance process has begun, a new Collocation Application must be initiated and processed by **SBC-13STATE**.

2.4 Change Requests to existing CLEC Power Arrangements

This section applies to those situations when a CLEC has requested to **reduce** the power service or the amount of power interconnection cabling provided to their collocation service facilities. The CLECs may pursue this strategy in an effort to lower their recurring charges within the ILEC Central offices covered by **SBC-13STATE**; a CLEC may request that the capacity on their original power service(s) be reduced to the minimum value offered by tariff, ICA or MOU. This will be accomplished by the reduction of fuse value at the ILEC BDFB if existing fuse size is 60 amps or less, or the Power Board if reducing existing fuse size from 200 to 100 amps.

- 1) A power reduction request shall apply whenever a CLEC wishes to decrease their existing power arrangement. The CLEC shall submit an augment Collocation Application to process any power reduction request (unless otherwise stipulated). This power decrease may be accomplished by:
 - i) Replacing the existing fuse with a reduced, standard fuse value (most common scenario).
 - ii) Placing properly designed power cable from the BDFB to the CLEC with CLEC requested, standard sized fuse of 60 amps or less, and removing or abandoning the existing CLEC fuse of 100 amps and feeding power cable from the CLEC to the Power Board.
 - iii) Removing or abandoning power cable and/or corresponding fuse in the BDFB or Power Board.
- 2) The following scenarios require an augment Collocation Application billed on Individual Case Basis (ICB) or Non-Standard Collocation Request (NSCR):

- a) Current arrangement of feed/load or dual/feed/load fed from the BDFB – augment Collocation Application to reduce below 60 amps.

Action: CLEC hires an **SBC-13STATE** Approved Tier I Vendor to coordinate with LFO to perform the fuse reduction at the BDFB. The CLEC shall identify the fuse and the CLEC's **SBC-13STATE** Approved Tier I Vendor will properly tag the circuit to be reduced specifically to the bay, shelf, and fuse position of the correct power source. A MOP and JSA is required for the power reduction by the CLEC's **SBC-13STATE** Approved Tier I Vendor. The power reduction request can only be fused down to any amp level that is permitted by ICA, MOU or State Tariff, which will be completed under the observation of LFO or Telco observer (**or performed by Network Operations at their stipulation**). SBC's Cluster Vendor will update records and re-stencil the BDFB. In certain instances where the BDFB, because of its age, does not physically allow a fuse reduction as per the CLEC's request, a new power feed/load request will be required. (Note: exception, dependent upon CLEC's ICA, MOU or State Tariff on who performs the fuse reduction).

- b) Current arrangement of multiple feeds/loads fed from the BDFB – augment Collocation Application to reduce to one feed/load. {An option via MOUs only, refer to the Power Reduction Marketing Service Description (MSD) dated May 16, 2002}.

Action: CLEC hires an **SBC-13STATE** Approved Tier I Vendor to coordinate with LFO to perform the fuse reduction at the BDFB. The CLEC shall identify the fuse and the CLEC's **SBC-13STATE** Approved Tier I Vendor will properly tag the circuit to be reduced specifically to the bay, shelf, and fuse position of the correct power source. Fuses to all but one power feed/load or dual feed/load can be fused down to zero amps or down to any amp level that is permitted by ICA, MOU or State Tariff, which will be completed under the observation of LFO or Telco observer (**or performed by Network Operations at their stipulation**). A MOP and JSA is required for the power reduction by the CLEC's **SBC-13STATE** Approved Tier I Vendor. SBC's Cluster Vendor will update records and restencil the BDFB. (Note: exception: dependent upon CLEC's ICA, MOU or State Tariff on who performs the fuse reduction).

- c) Current arrangement 100 amps & above – augment Collocation Application to reduce at or below 60 amps.

Action: SBC Tier I Power Vendor performs 100 amp & above fuse and power cable removals at the Power Board via ICB/NSCR. . A CLEC representative shall identify the fuses to be removed with the **SBC-13STATE** Tier 1 Power Vendor who will properly tag the circuit or circuits to be removed specifically to the bay, shelf, and fuse position of the correct power source. The CLEC will request the new proposed power feed/load or dual feed/load to the BDFB on the same augment Collocation Application, which will be provisioned under the existing ICA, MOU or State Tariff.

- d) Current arrangement 200 amps & above – augment Collocation Application to reduce to 100 amp fuse.

Action: SBC Tier I Power Vendor performs fuse changes at the Power Board. A CLEC representative shall identify the fuses to be removed with the SBC Tier I Power Vendor who will properly tag the circuit or circuits to be removed specifically to the bay, shelf, and fuse position of the correct power source. This step will be performed under the supervision of the Local Field Operations, Network Operations (**or performed by**

Network Operations at their stipulation). SBC-13STATE will update records and restencil the Power Board.

- 2) The product rate elements are as follows:
 - a) Change one to four fuses at the BDFB
 - b) Change one to four fuses at the power plant
 - c) Remove 10 – 60 amp lead
 - d) Remove 100 – 400 amp lead
 - e) Add any power lead to redirect power feed/load from the Power Board to a BDFB or from one BDFB to another BDFB– per existing contract
- 3) The product offering allows CLECs to reduce their power arrangement to the lowest minimum power level offered in their existing ICA or State Tariff.
 - a) **SBC-13STATE will not** reserve the original amperage power feed/load of service once a power reduction request has been processed. These positions will be shown as “vacant” on the Central Office records, and will be reassigned on the next power order. SBC will **utilize existing power drops where technically feasible for new circuits by removing old H-taps and replacing with new H-taps for new circuits. SBC will tag, heat shrink ends, and set aside the CLEC’s abandoned power cables intact over the distribution source, so if the CLEC requests to reuse the power feeders prior to this source closing from capacity, SBC will only need new drops to new fuse positions.**
- 4) Labor costs include the following work groups:
 - a) CSC – Application processing
 - b) NSS – Application processing and project coordination
 - c) LFO/Net Opns. – Observe power augment work and process MOP.
 - d) ILEC Engineering – Project Manage the order (TEO, etc.)
 - e) ILEC Vendor Engineering & Installation– Perform power & interconnection work, update records and change stenciling.
 - f) CLEC Vendor Engineering & Installation-May perform power & interconnection work, dependent upon the ICA or State Tariff.
- 5) If the CLEC elects to increase either the size or number of power feed/loads and order more power in the future, their request will be treated as a new augment **Collocation Application request**. Power feeds/loads will be fused at the closest BDFB or Power Board (dependent upon the amperage) with available capacity per 3.a) above.
- 6) All fuse change work at the BDFB which is coordinated by the CLEC hired **SBC 13-STATE** Approved Vendor will need to be validated by NSS before a completion notice is sent to the CSC.
- 7) All cable work must be performed by an **SBC-13STATE** Approved Vendor certified for that type of work.
- 8) NSS shall coordinate with the TEE to determine the appropriate timelines for change/reduction requests.

- 9) The CLEC may elect to hire an **SBC-13STATE** Approved Vendor to perform power cable removal work. When this occurs, the CLEC’s SBC-13STATE Approved Vendor shall coordinate a MOP/JSA with the ILEC applicable workgroups, including the ILEC **SBC-13STATE** Cluster Vendor under ILEC control. The CLEC must complete this work within the established timelines set forth by NSS. NSS shall perform a Validation Inspection of the CLEC work completion. Only after this validation will the work be considered complete and NSS submit the job completion to the CSC. Monthly Recurring Billing will be adjusted on based on the validated date of completion.

2.4.1 Power Reduction Table

Potential Existing CLEC Power Feed in Amps

	Amps	10	20	30	40	50	60	100	200	400
Reduced Power Feed for the CLEC	5	Process 1	Process 2	Process 2	Process 2					
	10		Process 1	Process 2	Process 2	Process 2				
	20			Process 1	Process 1	Process 1	Process 1	Process 2	Process 2	Process 2
	30				Process 1	Process 1	Process 1	Process 2	Process 2	Process 2
	40					Process 1	Process 1	Process 2	Process 2	Process 2
	50						Process 1	Process 2	Process 2	Process 2
	60							Process 2	Process 2	Process 2
	100								Process 3	Process 3
	200									Process 3

2.4.2 Process 1 (60 Amps or Less Reduction)

Process 1 shown in the chart above reflects the *fuse reduction method* using the existing cabling and fuse assignments to the BDFB.

Process 1 will permit the power reduction to zero (0) AMPS for some feeds/loads to the BDFB as long as at least one power feed/load or dual feed/load remains active for the CLEC at the minimum power amperage specified in the chart above is permitted as an MOU option only. Refer to the Power Reduction Marketing Service Description (MSD) dated May 16, 2002.

2.4.3 Process 2 (100/200/400 Amp Power Removal)

Process 2 allows the CLEC to have their existing 100/200/400 Amp power arrangement removed that includes all fuses, cabling and assignments via ICB/NSCR. If the CLEC requests a new power cable placement to the BDFB, this request will be provisioned under the existing ICAs or State Tariffs.

2.4.4 Process 3 (200/400 Powerdown to 100/200 Amps)

Process 3 reflects the fuse reduction of a 200/400 AMP service to a 100/200 AMP service only, using existing cabling and fuse assignments at the Power Plant.

2.4.5 Power Reduction Methods of Procedure and Expectations

The **preferred method** of fuse reduction is for the CLEC's **SBC-13STATE** Approved Tier I Vendor to turn down one feed/load first and replace existing fuse with new fuse to cover requested feed/load. **This step will be performed under the supervision of the Local Field Operations, Network Operations (or performed by Network Operations at their stipulation).**

The next feed/load would then be changed in the same sequence that first feed/load was changed. **This process dictates that the CLEC's SBC-13STATE Approved Tier I Vendor will be on-site and will actively coordinate and cooperate with SBC-13STATE on the power turn down, and provide positive identification of all CLEC power circuits.**

For Secondary Power

- 1) The cost for adding the new feed/load or dual feed/load will be covered by the State Tariff, MOU or ICA. Changing the existing feed/load or dual feed/load is covered by this document.
- 2) The CLEC shall identify the fuse and the CLEC's **SBC-13STATE** Approved Tier I Vendor will properly tag the circuit to be reduced specifically to the bay, shelf, and fuse position of the correct power source BDFB. The CLEC should provide in writing a list of equipment along with the amperage (peak loading) of all equipment to be powered by the remaining fuse in the CLEC's equipment lineups.
- 3) The CLEC's **SBC-13STATE** Approved Tier I Vendor shall use a clamp on type ammeter to the CLEC-identified circuit to insure that the load is equivalent or below the load rating that the CLEC has requested to reduce, which will be completed under the observation of LFO or Telco observer.
- 4) The CLEC's **SBC-13STATE** Approved Tier I Vendor will use the preferred method provided above unless their equipment does not allow this method of turndown process. Proceed with the following steps below when the preferred method above can not be performed. The CLEC's **SBC-13STATE** Approved Tier I Vendor shall temporarily wire the back of the existing fuse with a fused jumper equivalent or higher than the load rating that the CLEC has requested to reduce, which will be completed under the observation of LFO or Telco observer.
- 5) The CLEC's **SBC-13STATE** Approved Tier I Vendor will then replace the fuse in the circuit to its new value, which will be completed under the observation of LFO or Telco observer **(or performed by Network Operations at their stipulation).**
- 6) The CLEC's **SBC-13STATE** Approved Tier I Vendor shall remove the jumper from the back of the fuse, which will be completed under the observation of LFO or Telco observer.
- 7) The **SBC-13STATE** Cluster Vendor shall perform all re-stenciling, tagging, and updating of drawings and Central Office Records for the changed circuit at the BDFD.

Secondary Power Fuse Reductions

The CLEC will be required to identify the proper fuse at the ILEC Fuse point to be removed or replaced with a reduced, standard fuse and the CLEC's SBC-13STATE Approved Tier I Vendor will tag the power cable and fuse. In addition, the CLEC's SBC-13STATE Approved Tier I Vendor will be expected to work closely with the ILEC on-site to coordinate the power reduction and to cooperatively work with the ILEC participants to perform the necessary conversion work activities. The CLEC is responsible for completing all intra-bay power arrangements prior to ILEC personnel involvement. Power Reduction processes will be halted for failure to comply with this requirement.

For Primary Power

- 1) The cost for adding the new feed/load or dual feed/load will be covered by the State Tariff, MOU or Interconnection Service Agreement (ICA). Removal of the existing feed/load or dual feed/load is covered by ICB/NSCR.
- 2) A CLEC representative shall identify the fuses to be removed with the SBC Tier 1 Power Vendor who will properly tag the circuit or circuits to be removed specifically to the bay, shelf, and fuse position of the correct power source. power plant.
- 3) SBC Tier 1 Power Vendor shall use a clamp on type ammeter to the CLEC identified circuit to insure that the load is equivalent or below the load rating that the CLEC has requested to reduce, which will be completed under the observation of LFO or Telco observer.
- 4) SBC Tier 1 Power Vendor will use the preferred method provided above unless their equipment does not allow this method of turndown process. Proceed with the following steps below when the preferred method above can not be performed. The SBC Tier I Power Vendor shall temporarily wire the back of the existing fuse with a fused jumper equivalent or higher than the load rating that the CLEC has requested to reduce, which will be completed under the observation of LFO or Telco observer.
- 5) SBC Tier 1 Power Vendor will then replace the fuse in the circuit to its new value, which will be completed under the observation of LFO or Telco observer (**or performed by Network Operations at their stipulation**).
- 6) SBC Tier 1 Power Vendor shall remove the jumper from the back of the fuse, which will be completed under the observation of LFO or Telco observer.

- 7) **SBC-13STATE** Tier 1 Power Vendor shall perform all re-stenciling, tagging, and updating of drawings and Central Office Records for the changed circuit at the Power Board.

Primary Power Fuse Reductions

A CLEC representative shall identify the primary power fuses to be removed with the SBC Tier I Power Vendor who will properly tag the circuit or circuits to be removed specifically to the bay, shelf, and fuse position of the correct power source. The CLEC is responsible for completing all intra-bay power arrangements prior to ILEC personnel involvement. Power Reduction processes will be halted for failure to comply with this requirement.

2.5 Change requests to Reduce Interconnection Terminations

This product offering will allow the CLECs to disconnect and remove interconnection terminations to a minimum level within their Collocation Arrangement.

NOTE: Until tariff rates are successfully filed, or ICAs or MOUs permit, **SBC-13STATE** may only seek cost recovery for removal of CLEC interconnection terminations via the ICB/NSCR process. Explanation of the policy is offered to describe the activities that are to be covered when tariff/ICA/MOU approval activities are completed.

The following information will assist TEE and NSS when they receive a Collocation Application request from a CLEC requesting a reduction to their interconnection terminations within an existing Collocation Arrangement.

The Interconnection Termination Reduction procedures are:

- 1) The request must be submitted via the Collocation Application as an existing arrangement; partial additions, disconnects and/or removal of Collocator's equipment.
- 2) All costs associated with the reduction of interconnection terminations will be computed via the ICB/NSCR process. NSS will use the Discontinuance Cost Worksheet, Appendix 1, Issue 4 to compute the applicable costs. Application and Project Management Fees derived from the Discontinuance Cost Worksheet will apply in addition to the individual elements for interconnection cable and termination removal work.
- 3) The CLEC must provide the CFA for the specific interconnection terminations being removed on the Collocation Application.
- 4) The CLEC must maintain one (or more) of the following minimum required interconnection termination increments as follows:
 - a) One complete block of 100 DS0/DSL pairs terminated in one connecting block on the ILEC Frame.
 - b) 28 DS1's to the ILEC DSX-1.

- c) One DS3 comprised of two coax connections terminated on the ILEC DSX-3.
 - d) 12 Fiber Pairs (24 strands) terminated on the ILEC FDF.
- 5) The CLEC may reduce services in the following increments:
- a) Remove DS0 (per 100 DS0s)
 - b) Remove DS1 (per 28 DS1s)
 - c) Remove DS3 (per 1 DS3)
 - d) Remove Fiber cable & FDF (per 12 fiber pairs).
- 6) ICB/NSCR documentation signed by the CLEC indicating the specific terminations to be removed must be completed before work can begin. The documentation must indicate the following:
- a) Prior to submission of any Discontinuance orders or requests, the CLEC will be required to rearrange any circuit level services off the cable being removed.
 - b) A Discontinuance order will be halted and referred back to the CSC when the cable to be removed still has either working services on the cable or has cross-connects to this cable with OSS assignments not removed out of ILEC systems.
- 7) The CSC will assign a new case number for the Collocation Application and log it into the database.
- 8) NSS must verify that the CLEC's Collocation Application request does not exceed the minimum interconnection termination requirements and that the CFA was provided with the Collocation Application. ***The following functions will be performed by NSS after verification:***
- a) When the Collocation Application request does not meet the minimum requirements and/or when the CFA was not provided, **NSS will reject the Collocation Application** back to the CSC with an explanation of the reasons for the rejection.
 - b) When the Collocation Application does meet the minimum requirements, CFA is provided, and the ILEC is performing the work, NSS will coordinate the job request with the TEE.
 - c) When the Collocation Application request does meet the minimum requirements, CFA is provided, and the CLEC is performing the work, NSS will coordinate the job request with the CLEC and TEE.
- NOTE:** Under (b) and (c) above, NSS completes the latest version of the *CLEC Discontinuance Cost Worksheet*, Appendix 1, SBC-002-316-013, and transfers the appropriate costs to the ICB/NSCR worksheet. NSS will then forward the worksheet to the CSC for the ICB/NSCR quote. The worksheet may be found on <http://ebiz.sbc.com/commonsystems>.
- 9) NSS shall coordinate with TEE:
- a) to determine the appropriate removal timelines, and
 - b) to determine if there are sufficient triggers to justify the removal of CLEC facilities.
- 10) The CLEC may elect to have the **SBC-13STATE** Approved Vendor perform the cable and termination removal. The CLEC must have their work completed in established timelines set forth by NSS.

- 11) When the CLEC elects to remove the interconnection terminations, the CLEC's **SBC-13STATE** Approved Vendor shall coordinate a Method of Procedure with the ILEC's applicable work groups, including the ILEC vendor under ILEC control.
- 12) NSS shall perform a Validation Inspection of CLEC work completion. Only after this validation will the work be considered complete.
- 13) NSS will verify job completion and notify CSC. Monthly Recurring Billing will be adjusted based on the validated date of completion.

2.6 Change Requests for changes to Bay Sizing

Requests by the CLEC to change from a standard bay to a large bay/cabinet will necessitate a Collocation Application. These guidelines will apply:

- 1) The costs and functions for both installation and Discontinuance will apply.
- 2) The removal portion of the Collocation Application will be handled as an ICB/NSCR.
- 3) Existing tariff or ICA charges will apply for the provisioning of the new bay.

2.7 CLEC Space Conversion to another CLEC

The reassignment of space product will be offered as a Non-Standard offering to CLECs (referred to as "CLEC Assignees") who have obtained the rights to a space that is currently leased by a CLEC who plans to exit the space (referred to as "Exiting CLEC") under certain conditions. SBC will charge the CLEC Assignee an ICB or NSCR quote to process a request to assume the rights to a space. Different charges will apply depending on the reassignment scenario. For example, charges will apply in situations where SBC must physically convert CLEC ACNAs in the Central Office. SBC will offer a reassignment of space under the following scenario:

Reassignment of Leased Space: Two CLECs may approach SBC with a proposal to reassign the rights to a space (or group of spaces) where one CLEC has yet to terminate their lease of a collocation space with SBC. As long as the incoming CLEC provides evidence (via a signed Letter of Agreement) of authorization to assume the rights, responsibilities and obligations to the space and SBC is made whole on all outstanding payments, the CLEC assignee may process a space reassignment application to SBC. A template Letter of Agreement (LOA) has been developed for Account Managers to provide to the CLECs that outlines the specific terms and conditions. The CLEC assignee must also provide a bill of sale for the equipment within the space. The new CLEC assignee will assume the arrangement and the interconnection/power provisioning will be at additional cost under a different application & MSD offering.

By assuming the space, the CLEC Assignee is assuming the rights for all equipment, facilities and material provisioned for each collocation space ("**as is**"). The CLEC Assignee shall be responsible for paying all monthly recurring charges associated with the space including all entrance, power, and interconnection facilities that were provisioned for the space commencing on the effective date of the Space Reassignment (the date the check was received for the quote).

- 1) A Space Reassignment Request may only take place if the *Exiting CLEC* is still leasing space from **SBC-13STATE**. (Note: Previously discontinued space or abandoned space will not be subject to this form of Space Reassignment).
- 2) If all legal requirements are satisfied, a "CLEC Assignee" may assume the rights to the space and interconnection arrangements of the "Exiting CLEC" that has offered the space up for reassignment.
- 3) An "Exiting CLEC" will most often offer this Space Reassignment option to another CLEC (CLEC Assignee) instead of discontinuing their space.
- 4) There will be no requirement for NP&E work if the *incoming CLEC* uses the same CLLI and does not change the collocation assignments in any way. However, in most cases, the ACNA will need to change.
- 5) A one-time, non-recurring charge will be quoted to convert the space (including ACNA, stenciling, and records changes) for all interconnection arrangements.
- 6) Any further changes such as interconnection changes will be performed at an additional charge.

The following stipulations apply to this CLEC to CLEC Space Conversion:

- 1) The outgoing CLEC will be required to coordinate directly with the incoming CLEC on space availability without **SBC-13STATE** intervention.
- 2) The Incoming CLEC agrees to accept the existing arrangements, interconnections and charges without any modifications. The collocation agreement may be augmented using a separate application *after* the Space Conversion has been established and completed.
- 3) The Incoming CLEC (CLEC Assignee) will be responsible for the applicable fees for conversions of software, relabeling and documentation updates.
- 4) The **SBC-13STATE** conversion interval will be 30-days from the date of application acceptance.
- 5) Any changes or modifications to the existing arrangement (including partial additions, disconnects and/or removal of Collocator's equipment) will be processed as an Augment. The request must be submitted via the Collocation Application as an existing arrangement.

2.8 CLEC Outside Plant Cable Removal from the Central Office

Cable provided by the CLEC from outside the **SBC-13STATE** Central Office and terminated within the **SBC-13STATE** Central Office (copper/fiber) needs to be removed at the time of CLEC's discontinuance of service.

- 1) The CLEC will be responsible for submitting a Collocation Application for the removal of the cable, and for restoral of the Central Office to its original state from the entrance facility to the termination point.
- 2) The CLEC may elect to have their own **SBC-13STATE** Approved Vendor or request the ILEC to remove the cable and associated apparatus on an ICB/NSCR basis.

- 3) CLEC Cabling and associated apparatus must be removed from the ILEC Central Office within 90-days (or interval per tariff, ICA, or MOU) from the date of the Application Request by the CLEC.
- 4) NSS will be responsible for collecting the OSP costs (from the OSP entity responsible for the work) and forwarding it to the CSC with the other applicable charges.
- 5) All cable and facilities disturbed in the removal process must be restored to its original secured position by an **SBC-13STATE** Approved Vendor (or SBC-Outside Plant Organization for vault & cables outside the Central Office).
- 6) The CLEC will be responsible for all costs including the costs of disposal of materials associated with the removal.

2.9 Third Party Removal of Collocated Equipment

Certain CLEC equipment may be requested to be removed from the CLEC's equipment bays by an equipment lien-holder, herein called a "Third Party". Any Third Party Removal activity will not be forwarded to NSS until the request has been pre-approved by SBC-Legal.

- 1) Any equipment removal from an existing CLEC's collocation arrangement must be requested via the "Third Party Equipment Removal Request Form". The form and all accompanying documentation will be sent to the Collocation Services Center (CSC) by the Third Party. The accompanying documentation will include:
 - a) a detailed list of all equipment to be removed, and
 - b) all authorized legal documentation permitting the removal.
- 2) The CSC will forward the request to the Collocation Account Manager, who will seek approval from SBC-Legal. SBC-Legal will authorize or disapprove the request, and notify the Collocation Account Manager.
 - a) ***If the request is authorized by SBC-Legal:***
 - i) The Collocation Account Manager will forward the approved Third Party Equipment Removal Request Form back to the Third Party as well as forward a copy to the CSC. The CSC will assign a case number and forward a copy of the authorized Third Party Equipment Removal Request Form to NSS.
 - ii) No Engineering Time project will be issued by the TEE. NSS will also notify Network Operations of the approved removal plan by the Third Party so that Network Operations will approve the forthcoming MOP request from the Third Party hired **SBC 13-STATE** Approved Vendor.
 - iii) NSS will forward an alert message to Network Operations/LFO when third party requests for equipment removals have been disapproved (or not approved) by SBC-Legal. In this instance, LFO shall not permit the third party activities to proceed whatsoever.

b) ***If the Third Party removal request is not authorized by SBC-Legal:***

- i) The CSC will reject the request and send the unauthorized Third Party Equipment Removal Request Form back to the Third Party, and will also notify NSS.
- ii) NSS will notify the appropriate work groups (LFO, TEE) that the Third Party is not authorized to remove any equipment from the CLEC's collocation arrangement.

The Third Party will be required to have the collocation arrangement power turned down from the BDFB only when an intermediate fuse panel is not present within the collocation footprint prior to the removal of any equipment. Tier II Approved Vendors may only reduce power when an intermediate fuse panel is present. If the intermediate fuse panel is not present, a Tier I (**SBC-13STATE**) Approved Vendor will be required to perform the work at the BDFB, or equivalent.

- 1) This power down can only be performed by an **SBC-13STATE** Authorized Vendor. NSS shall coordinate the removal job with the appropriate workgroups as stated above.
- 2) The Third Party will be required to use an **SBC-13STATE** Approved Vendor or Tier II Approved Vendor to perform the equipment removal within the footprint, and must also provide the MOP which will be completed under the observation of LFO or Telco observer (**or performed by Network Operations at their stipulation**). All applicable SBC *TPs* and *Practices* must be adhered to during the removal process.

3) **The Third Party, and not SBC-13STATE, is totally responsible for any service interruptions that occur as a result of their equipment removals.**

***** IMPORTANT*** The Third Party shall have a clear understanding of this issue before the request form is processed. It will be the responsibility of the Account Manager to cover this issue with the Third Party.**

The **SBC-13 STATE** Approved Vendor or Tier II Approved Vendor must have in their possession a copy of the approved SBC-Legal documentation permitting the removal of the CLEC equipment.

The Third Party Equipment Removal Request Form (**reflecting SBC-Legal approval via an electronic forwarding of the assigned case number**) will be the validation that the Third Party removal request was authorized by SBC-Legal. **This documentation must be presented to the LFO concurrently with the presentation of the MOP. If the documentation is not presented, the Third Party Equipment Removal will not be allowed to proceed.**

2.10 CLEC Abandonment

In the event that a CLEC site has been abandoned, **SBC-13STATE** will self-initiate the Discontinuance removal process and work to bill the CLEC for work required as allowed under tariff, ICA, or MOU. Based upon the stipulations outlined within state Public Utility Commissions, the Federal Communications Commission, and **SBC-13STATE** Policies; abandonment or lack of occupancy for the specified length of time in their auspices will dictate the timing for action. (See Section 4.7 Triggers for **SBC-13STATE** Initiated Removals for criteria considered for SBC initiated removals.)

A. Definitions of Applicability:

“Abandoned Active Collocation Space” – Denotes the existing collocation space within an Eligible Structure that has been abandoned by a CLEC and which has neither been paid for, nor used, by the CLEC for 180 days. This space will be considered as Active Collocation Space and can be reused upon the discretion of the ILEC on a going-forward basis.

“Active Collocation Space” - Denotes the existing collocation space within an Eligible Structure that can be designated for physical collocation, and which has sufficient telecommunications infrastructure systems, including power. Also denotes central office space that may contain obsolete unused equipment. Space within CEVs, huts and vaults and similar Eligible Structures that can be designated for physical collocation is also considered to be Active Collocation Space.

“Active Collocation Space w/o Racking Systems” - Denotes the existing collocation space within an Eligible Structure that can be designated for physical collocation, which has insufficient cable racking, DC power and lighting. Such facilities may be constructed as needed to support the request for service within the standard intervals.

B. Process Steps:

- 1) The ILEC Space Planner is responsible for the monitoring of space usage within a Central Office.
 - a) All ILEC and CLEC equipment sites within the eligible structure must be reviewed for applicability, continued use and whether the equipment is still active with working customer traffic. The Space Planner may request that the Network operations Department validate whether the equipment, bay or site is still cabled. This will provide the minimum standard test for working equipment.
 - b) The Space Planner will notify the TEE of the pending office constriction. At that time, the TEE will work with the Space Planner to identify and investigate abandoned, non-functional spaces.
 - c) The Space Planner will notify NSS to coordinate with the responsible CSC/Account Manager for the CLEC to discuss the closure and removal of their space assignment.

Note: (This procedure is further covered in SBC-002-316-101, Wire Center Planning M&P, Issue 8, Dec 2001.)

- 2) The appropriate Engineering or Real Estate group supporting the blocked office shall notify NSS of the situation.
 - a) NSS, in turn, will contact the CSC for action.
 - b) The CSC will work with the **SBC-13STATE** Account Manager and the CLEC client to address the situation.
 - c) Coordination should be completed with the appropriate notification provided to **SBC-13STATE**.
 - d) The discontinuance process may begin automatically once the Collocation Account Manager has not received acknowledgement or response from the CLEC by the time dictated by the Collocation Account Manager (stipulated times may differ based on the CLEC’s contract terms).
 - e) If the CLEC site is abandoned, the costs to remove the CLEC equipment, materials and facilities may be calculated utilizing the Discontinuance Cost Worksheet to obtain the

value required for cost related decisions and evaluations. For Cageless and Virtual sites, the factor used will be based upon an average of two standard bays. The typical Caged site will be based upon a 100 square foot area.

- 3) All CLEC equipment and space will be considered "subject to reclamation" if one of the following instances occurs (unless there is further state regulatory activity on this subject):
 - a) CLEC has left the assigned space unused for 180 days.
 - b) The CLEC did not order interconnection with **SBC-13STATE** within 180 days.
 - c) The CLEC has gone out of business or has abandoned the equipment, facilities and space for 180 days.
- 4) Whenever it is discovered that CLEC space has been abandoned:
 - a) NSS shall inform the CSC and/or the Collocation Account Manager of the change in status for the CLEC's space.
 - b) The CSC/Account Manager has 60 days to respond to the NSS valid request.
 - c) Beyond this timeline, or upon confirmation by the CSC/Account Manager, NSS will advise the Space Planner to show the space in the records as Abandoned Active Collocation Space and available for reuse.
- 5) Similarly, the CSC and/or Account Manager will need to proactively notify NSS upon notice from any CLEC that they are abandoning their assigned collocation space.
 - a) Upon this notification, NSS will advise the Space Planner to change the space assignment to Abandoned Active Collocation Space subject to **SBC-13STATE** triggers and subsequent reuse.

Space Abandoned by the CLEC will be considered as "Abandoned Active Collocation Space" that may be reused as needed with work proceeding upon internal **SBC-13STATE** triggers. The CLEC space, equipment and facilities left by the CLEC are not to be construed or thought of as Retired in Place (RIP). CLEC Abandoned sites will be processed in accordance with specific legal, regulatory and administrative requirements much different that ILEC RIP equipment. The CSC and the Account Manager must be directly involved and insure the reuse of the space is performed with strict attention given to the FCC requirements that **SBC-13STATE** does not recover the same costs more than once and non-discriminate.

3.0 Discontinuance Cost Worksheet – Preparation and Guidelines

3.1 Cost Worksheets

The Cost Worksheet will be utilized by NSS to assemble the ICB/NSCR charges for NP&E removal activities associated with CLEC Discontinuance. NSS will be the central coordinator between CRE, OSP and NP&E for total cost gathering. Subsequently, a consolidated ICB/NSCR Worksheet will be forwarded to the CSC and Account Managers for billing.

- 1) The Cost Worksheet document has been designed to provide a comprehensive set of Discontinuance products and costs based upon the amount or lengths of materials removed.
- 2) This document has been developed using an Excel Spreadsheet and uses the mathematical calculations for rapid cost summaries accumulating state specific cost data and cost allocators.
- 3) This document may be used independently from this M&P by obtaining SBC-002-316-013, *SBC Discontinuance Cost Worksheet*.
- 4) This document may be obtained using URL: <http://ebiz.sbc.com/commonsystems>.

3.2 Definitions of Removal Items

Pertains to all Equipment related items (1-3) below - In every instance the CSC/Account Manager should request a SBC-Legal review of ICA's, MOU's or Tariff regarding the processing of removals involving CLEC owned equipment.

- 1) **Standard Bay/Relay Rack** – A bay will fit within the 10 square foot standard dimensions for collocation. A bay may be provided by either the CLEC or the ILEC at the CLECs request, except in SBC-Ameritech where the CLEC universally provides all bays for CLEC use and in SBC-Pacific Bell where the ILEC universally provides all bays placed in the common area for CLEC use. The Bay is used to house and terminate CLEC equipment used within the Central Office.
 - a) The Bay is secured using floor anchors that must be cut from the floor for bay removal (no salvage value).
 - b) Extenders might have been used by the CLEC in high clearance areas; these items are normally custom fit and are of negligible salvage value. There is not expected to be any reuse value in CLEC bays.
- 2) **Large Bay/Cabinet** – A large cabinet or bay will fit within the 18 square foot standard dimensions for collocation. This item may be provided by either the CLEC or the ILEC at the CLECs request, except in SBC-Ameritech where the CLEC universally provides all bays for CLEC use and in SBC-Pacific Bell where the ILEC universally provides all bays placed in the common area for CLEC use. The Bay or Cabinet is used to house and terminate CLEC equipment used within the Central Office. The Bay/Cabinet is secured using floor anchors that must be cut from the floor for bay/cabinet removal.
 - a) The floor anchors have no salvage value.
 - b) There is not expected to be any reuse value in CLEC large bays/cabinets.
- 3) **CLEC Equipment** – This equipment is installed within standard bays or large bay/cabinet arrangements. In many instances, the CLEC pre-builds the bay and the equipment at an off-

site location and transports this combined product to the **SBC-13STATE** Central Office. In either case, the equipment will be handled as proprietary CLEC equipment that is the property and should be retrieved within 30 days of ILEC notification. After that point, the equipment will be disposed by the ILEC.

- a) There will be a net zero salvage/reuse value.

Pertains to all Cable related items (1-7) below: The SBC-13STATE Approved Vendor working for either the CLEC or the ILEC shall be responsible for tagging all cable ends remaining after the removal of CLEC bays or equipment shelves.

- 1) **Fiber Jumpers** – Fiber Jumpers are placed in pre-specified lengths and are used on a one-time, one-application basis within the ILEC.
 - a) Fiber Jumpers placed for CLEC Interconnection will be cut into short sections.
 - b) Fiber Jumpers will be handled with a net zero salvage/reuse value.
- 2) **Fiber Cable** – Fiber Cable is placed in pre-specified lengths on a one-time, one-application basis within the ILEC. The Cable must be unterminated with the termination plugs being disposed of.
 - a) Fiber Cable will be cut in short sections
 - b) Fiber Cable will have a net zero salvage/reuse value
- 3) **Coax Cable** – Coax Cable is placed in pre-specified lengths on a one-time, one-application basis within the ILEC. Coax Cable must have the connectors unterminated from the equipment and stripped from the cable.
 - a) Coax Cable will be cut in short sections.
 - b) Coax Cable will have only a copper meltdown net value.
- 4) **Twisted Pair Cable** – Twisted Pair Cable (both non-shielded and shielded) have varied sizes, 22-26 AWG in varied compliments of single pair to 100 pair cables. This cable is placed in pre-specified lengths on a one-time, one-application basis within the ILEC. Twisted Pair terminations must be removed from the termination equipment.
 - a) Twisted Pair Cable will be cut into short sections.
 - b) Twister Pair Cable will have only a copper meltdown net value.
- 5) **Timing Cable** – Timing Cable is installed on a protected basis when first installed and uses pre-specified lengths placed on a one-time, one-application basis. Timing Cable must be removed from both the CLEC equipment and the ILEC BITS Office Clock Source.
 - a) Timing Cable will be cut into short sections in the Cable Mining process.
 - b) Timing Cable will have only a copper meltdown net value.
- 6) **Power Cable** – Power Cabling is provided on a CLEC demand basis using different cable sizes applied to each amperage request. This cable is placed in pre-specified lengths from the BDFB/Power Plant on a one-time, one-application basis within the ILEC. Terminations must be removed from both the CLEC equipment and the ILEC power sources by the **SBC-13STATE** Approved Vendor under SBC control at both ends of the cable. The **SBC-**

13STATE Approved Vendor under SBC control will be responsible for the removal of all de-fuse operations at any Power Plant/BDFB supporting the CLEC Cable arrangement.

- a) Power Cable will be cut into short sections in the Cable Mining process.
- b) Power Cable will have only a copper meltdown net value.

Other Removal Items

- 1) **Power Fuse:** A Fuse is placed at ILEC handoff points for power services. 100/200 AMP Power Feeds are provided through the Primary Power Distribution Plant, while 10-60 AMP Power Feeds are provided through the secondary Power Plant panel called the Battery Distribution Fuse Board (BDFB). The fuses and cabling for primary verses secondary power are uniquely different and are not substitutable for one another.
- 2) **Cage Grounding Materials** – Dedicated extension of the Central Office Grounding System to be removed include:
 - a) the #2 AWG cabling from the Central Office Ground conductor,
 - b) the #6 AWG extension to the cage fence fabric,
 - c) the #6 AWG conductors bonding cage fence fabric that is not mechanically joined,
 - d) and bus bars dedicated to the caged area.

Note: Consult the SBC TP76300MP, Installation Guide for further requirements.

- 3) **Assignments** – The TEE is responsible for insuring that OSS records are updated. Operational Support Systems (OSS) maintain records keeping on the interconnection points, application and use throughout **SBC-13STATE**. All Cable facilities (timing, copper, coax, fiber, and power) records must be scrubbed to insure that the records are properly updated to reflect a discontinued interconnection point.
 - a) There is no salvage on this item and it must be performed with every discontinuance activity.
- 4) **Cabling between CLEC Bays** – CLEC Cabling between bays may have been placed in the ILEC common cable rack or placed between CLEC bays using CLEC racking. In either case, the cable will be associated with the Bay or Cabinet/Large Bay arrangements and will be removed with the bay.
 - a) It is expected that all cables will be severed between adjacent CLEC bays in a cost efficient bay removal process. Costs for this cable for adjacent bays will be costed with the bay.
 - b) For non-contiguous bays (same CLEC) or cabling between two CLECs, the cost of cabling will be accounted through the use of the Engineering Worksheet reflecting the appropriate cable compliments and associated charges for removal.
 - c) The non-contiguous clause also applies to all cage arrangements regardless of the number of lineups.
- 5) **Re-Stenciling** – The re-stenciling of equipment panels, blocks, or bays in conjunction with CLEC Space Conversion to another CLEC is in accordance with TP7300MP. (See Section 2.7 of this document for clarification). This would also include all OSS assignment records changes necessary to provide service order flow when the new CLEC takes ownership of all

of the vacating CLEC's collocation equipment and terminations in the **SBC-13STATE** Central Office.

4.0 Network Planning and Engineering Execution

4.1 Engineering Job Details

Discontinuance Work Content for Engineering will route through NSS for any CLEC initiated work activities.

IMPORTANT CAUTION: Internally generated triggers are covered under Section 4.7 of this document. Insure that the correct trigger is used coupled with the use of the proper accounting methodology and fiscal accountability.

- 1) Upon notification from NSS of the requirement to perform a discontinuance activity at a **SBC-13STATE** Central Office the following must be done:
 - a) The TEE will initiate an Engineering Job Order to have all or portions of remaining CLEC equipment, facilities and materials removed by an **SBC-13STATE** Approved Vendor under **SBC-13STATE** control.
 - b) As a minimum, an Engineering Job Order must be opened for tracking, coordination and records updates for such items as Power Reductions and Third Party Equipment removals.
- 2) The Engineering Job will be written such that:
 - a) All below rack activities associated with removals will be completed within 60 days of the receipt of the Collocation Application from the CLEC.
 - b) All above rack activities, including cabling within racks and conduit placements, will be completed within 6-months of the Collocation Application date.
- 3) Placements were originally made under a variety of conditions.
 - a) In some regions jobs were placed on an ICB/NSCR.
 - b) In other areas jobs were placed in a tariff, ICA, or MOU environment.
 - c) Coordination with DCPR and Accounting will be necessary to determine the proper Account Code for the removal undertaking.
- 4) In general, work should only be charged to "X" accounts when retirements are being made for Telco supported installation efforts.
 - a) Placements made by CLECs and placements made by the ILEC on NSCR jobs would not have been "turned up" and can not be retired.
 - b) Cable placements made for Collocation whether originally installed by a CLEC or the ILEC and removed by the ILEC will be handled as an "M" Expense account transaction.
 - c) NP&E should verify with Accounting/DCPR the use of the appropriate "expense" account.

NOTE: The following is an excerpt from SBC-002-316-047, NP&E Financial Cost M&P, Issue 1, dated April 2001:

If the job is complete and the CLEC has taken possession and the project is still open, it will need to be closed following the normal closing process. The CLEC will be billed and is responsible for removing his equipment from the office. At this point the removal of the equipment will be done on a discontinuance project and follow the guidelines of the SBC-002-316-015 (this document).

*Once the Collocator's equipment has been removed from the office, the engineer will be notified and can begin procedures to have the cable or any remaining equipment left behind by the CLEC removed from the CLEC area. A new CWO will be taken out to handle the removal charges, if the charges are to remove the CLEC equipment and they should be posted to the 'M' account. These charges will be billed back to the CLEC. A new project will be taken out to handle the discontinuance removal. The charges incurred for the removal should be charged to the (3100) "X" account if the equipment belongs to the ILEC/**SBC-13STATE**. This project will follow the guidelines for the Network Facilities Cable Mining M&P process (BSP 800-003-200MP).*

If a CLEC has abandoned their collocation arrangement and **SBC-13STATE** has initiated a removal trigger, **SBC-13STATE** can remove the CLEC installed and owned cable using the "M" account. This arrangement also applies to SBC-Ameritech CLEC placed cable arrangements. A new project will be taken out to handle the discontinuance removal.

- 5) The NP&E TEE will provide an accurate EIU (Equipment Inventory Update) form, EIU Builder input, or E-mail to the appropriate TIRKS personnel.

Note: A thorough search for all facilities assigned to the CLEC site should be conducted by the TIRKS personnel, especially in those areas where CLECs have made their own cable placements and where assignments were made per the CLEC's Collocation Applications.

- 6) Updates to the SWITCH/FOMS Database will be made by the TEE via SWING (Switch Inventory Gateway). The link to access the SWING website follows:
<http://sodsun50.ameritech.com/swing/>

When the CLEC removes all applicable interconnection/power, the TEE will still be required to initiate an Engineering Job Order to cover charges for administrative documentation and validation inspections. In this situation these steps must be taken:

- 1) The CLEC will be obligated to have all interconnection cabling removed within 90-days (or period allowed per tariff, ICA, or MOU) of the Collocation Application date.
- 2) NSS must insure that the CLEC removes all equipment and bays by Day 31 of the Discontinuance Timeline (after receipt of the Collocation Application).

- 3) After Day 31 (when permitted by tariff, ICA, or MOU), the standard discontinuance effort by the **SBC-13STATE** Approved Vendor will begin with the disconnection of cabling and the removal of CLEC bays and equipment remaining.
- 4) On Day 60 of the Discontinuance Timeline, (or of the interval applicable per tariff, ICA, or MOU) the TEE must Provide NSS confirmation of the completion of the cable disconnect from CLEC equipment, bay/cabinet equipment removal and cage and real estate materials removal.
- 5) A copy of the completion confirmation must be included in the Vendor Jacket of the Engineer Job and the MOP meeting held at the Central Office with Network Operations (LFO) personnel.

A Walk-Through Meeting and a MOP Meeting shall be held *before* any work outside of the collocation area begins.

Suggested list of participants for these meetings shall include:

- **Network Sales Support** (Collocation Project Manager)
- **Transport Equipment Engineer** (TEE/DTE/FEE) or designated Engineering Representative
- **SBC-13STATE** Cluster Vendor (CV) or (SBC-Ameritech Removal Vendor or equivalent)
- **Network Operations** (Central Office Management/LFO)
- **CLEC Vendor or ILEC vendor** (Both ILEC **SBC-13STATE** certified and approved).
Frame Planner for the Central Office (unless full documentation for frame terminations have been given to the TEE)
- **Space Planner** for the Central Office (unless full documentation for frame terminations have been given to the TEE)
- **OSP Engineer and the OSP Planning Engineer** (if appropriate)

Suggested guidelines to be used during the meetings are as follows:

- The CLEC **SBC-13STATE** Approved Vendor will adhere to all sections of the Network Facilities Cable Mining Guidelines and Requirements (BSP 800-003-200MP) utilizing the most current version of the BSP.
- Provide access to cable racks for tracing of cable to be removed.
- Removal of cable over areas in the Central Office that the LFO and/or the TEE deem sensitive will be not be performed.
- **SBC-13STATE** Network Operations/LFO reserves the right to schedule all cable removals during the maintenance window.

- The **SBC-13STATE** Network Operations/LFO will lead discussion of the exact method to be used in the removal of material from the central office. This may include discussion of:
 - the use of Gaylord type boxes,
 - selection of box removal paths through the central office,
 - storage of the removed material in the central office,
 - the mechanism of the pick up of the material from the Central Office.

SBC-13STATE's Network Operations/LFO reserves the right to limit the length of time that removed materials may be stored in the Central Office.

SBC-13STATE assumes no liability or financial responsibility for the removed material, and SBC-13STATE personnel will not sign any document associated with the pick-up and removal of the CLEC's material from the Central Office.

All removal jobs must follow these guidelines as a minimum:

- SBC-002-316-002, *Collocation Provisioning Guidelines M&P*, Issue 13, Dec 2001 or Most Current
- SBC-002-316-008, *CLEC Cable Provisioning M&P*, Issue 7, Mar 2002 or Most Current
- SBC-002-316-015, *CLEC Discontinuance M&P*, Issue 4, May 2002 or Most Current
- SBC-002-316-101, *Wire Center Planning M&P*, Issue 8, dated Dec 2001 or Most Current
- TP 76300MP, *Installation Guide within the Central Office*, Issue 2001 or Most Current
- TP 76400MP, *Detail Engineer Requirements for the C.O.*, Issue 2001 or Most Current
- TP 76900MP, *Installation Testing Requirements*, Issue 2000 or Most Current
- BSP 800-003-200MP, *Network Facilities Cable Mining Guidelines & Requirements*, Issue A, dated Dec 2000 or Most Current

4.2 Coordination Requirements

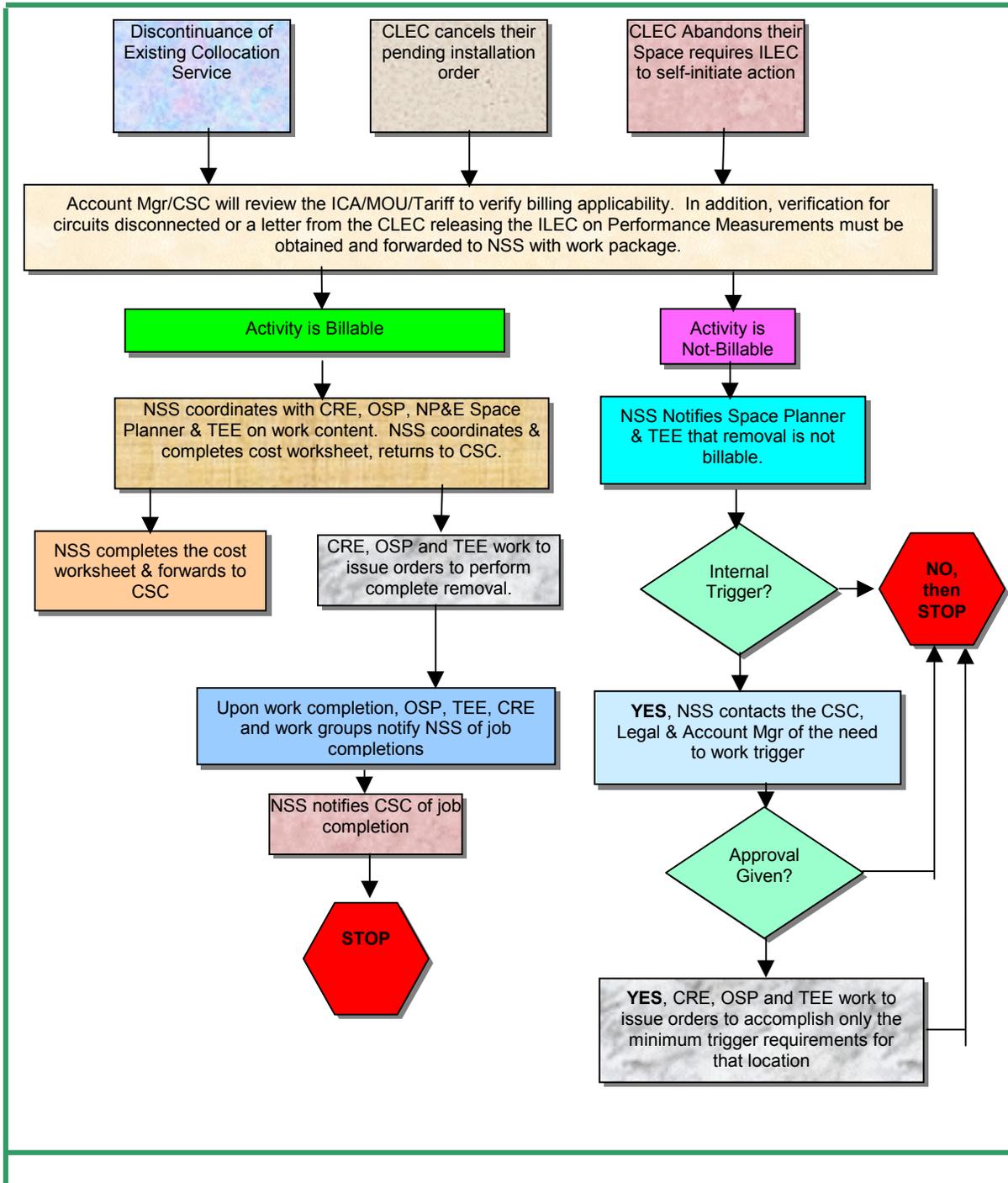
NSS will be the pivotal coordination point between the NP&E organization and CSC/Collocation Account Manager.

- NP&E must notify NSS of the completion date of the initial CLEC Discontinuance Removal on or before Day 60 of the Discontinuance Time Line.
- Subsequent Cable Mining will be completed within 6 months but will not be reportable to NSS when the ILEC (**SBC-13STATE**) performs the work content.
- When the CLEC is performing the cable/fuse removal, a positive inspection is required by NSS to insure that the work has been performed and that the normal billing for the collocation space may cease.
- The NP&E Work Authorization Order will not be closed until all cable facilities have been removed.

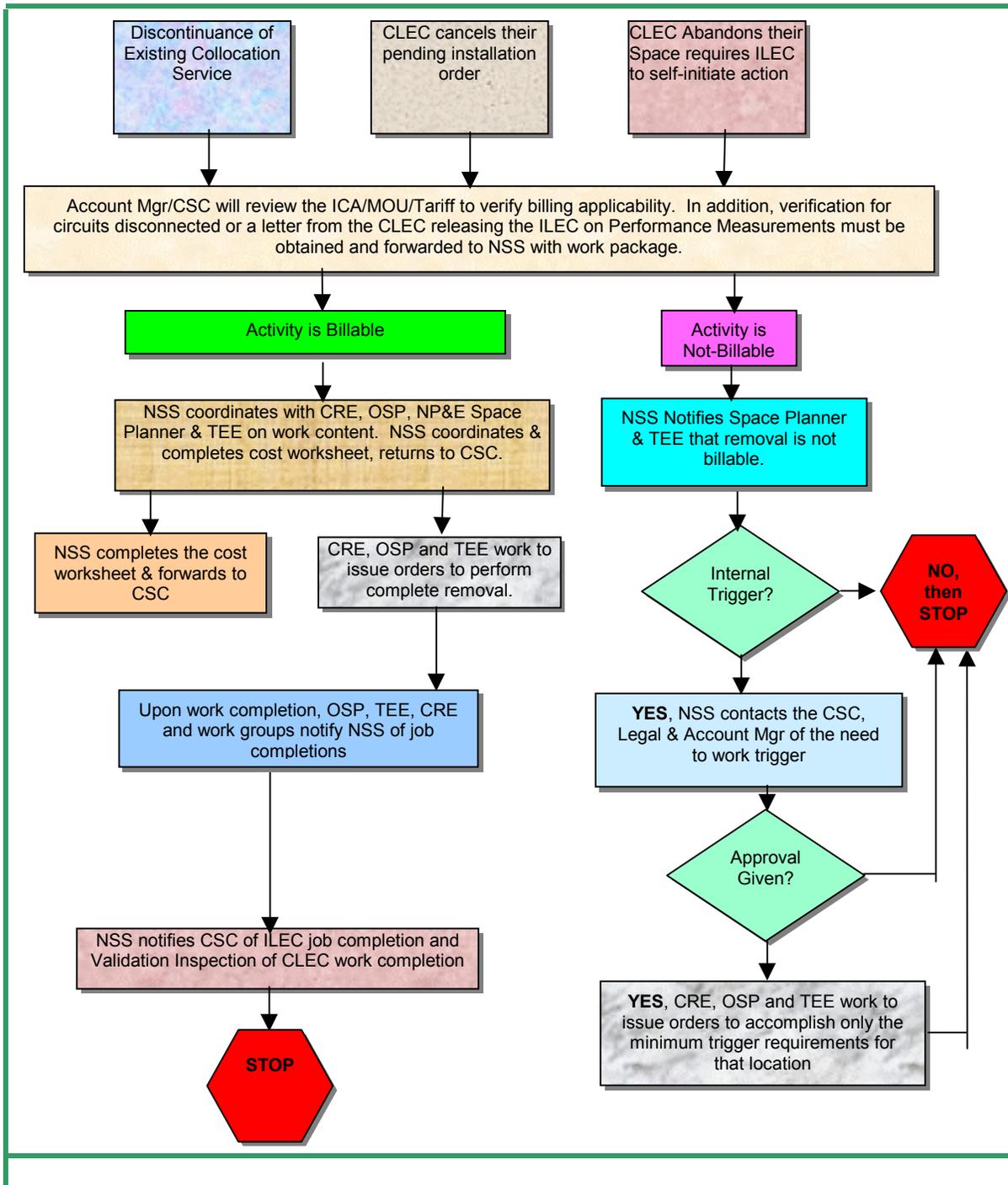
After job completion, the discontinuance job is available to be pulled for quality by **SBC-13STATE** personnel or quality vendors.

- This quality check will include compliance with the TP76300 and TP76400 and is the same quality check that is performed on **SBC-13STATE** cable placement jobs.

4.3 SBC Process Activity Outline with SBC Performing Removals



4.4 SBC Process Activity Outline with CLEC Performing Removals



4.5 SBC Table for Timelines, Responsibilities and Completion Due Dates, that apply when covered by tariff, ICA or MOU and SBC Performs Work

NOTE: It may be necessary to adjust Date Due per prevailing tariff, ICA, or MOU

Functions	Organizational Responsibility	Chronological Date Due Date
Receipt Date of the CLEC Collocation Application	CSC/ACCT MGR	Day 0
Documentation forwarded to NSS	CSC/ACCT MGR	Day 1
TEE/CRE/OSP Opens up TEO for Job	TEE/CRE/OSP	Day 4
MOP Meeting for Equipment Removal	CLEC	Day 5
CLEC will have their Equipment and Bays Removed by this date	CLEC	Day 30
Documentation forwarded to NP&E/CRE/OSP	NSS	Day 31
MOP Meeting for Cage/Cabling/Equipment removal	NP&E/CRE/OSP or CLEC	Day 35
Site Survey completed and Records Verification ¹	NP&E /CRE/OSP	Day 38
Engr/CRE Jobs written with records obtained	NP&E/CRE/OSP	Day 40
CRE Cage Removal Completed	CRE	Day 45
SBC-13STATE Approved Vendor under SBC Control will de-fuse all Power Plant/BDFB connections supporting the CLEC	NP&E	Day 45
SBC-13STATE Approved/Controlled Vendor will commence work in Maintenance Window	NP&E	Day 45
CRE Conduit Removal Begins	CRE	Day 45
Discontinuance Work Complete Includes: Turn back of cabling off eqpt both ends Assignment records, coordinated, scrubbed and removed Advising NSS of completion for final billing Cage and Misc. Electrical Materials	NP&E/CRE/OSP	Day 60
CRE/OSP Reports to NSS Final Billing	CRE/OSP	Day 60
NP&E Reports to NSS Final Billing	NP&E	Day 60
NSS Sends Combined Billing to CSC/ACCT MGR	NSS	Day 61
Dispose of "Abandoned CLEC Equipment/Bays"	NP&E	Day 61
CRE – Floor Restoration	CRE	Day 68
Space Make-Ready Date for Reuse/Assignment	CRE	Day 70
CRE Notification to NSS of Final Completion for Floor, Conduit and Cage	CRE	Day 70
Begin Reclamation of Space Process through notification to Space Planners	NSS	Day 70
CLEC Cabling removed	NP&E	Day 90
Work Complete on Cable Mining	NP&E	Day 180
Engineering Job Posted Complete	NP&E	Day 180

¹ Feedback must be given at this date to NSS of the accuracy of the CLEC counts and if CLEC equipment has been left on site. The CLEC has 30 days to remove equipment from the date of the Collocation Application or it will be handled as "CLEC Abandoned Equipment/Bays" with no net surplus value. NSS will advise CSC and Collocation Account Manager of findings at this point.

4.6 SBC Table for Timelines, Responsibilities and Completion Due Dates, when covered by tariff, ICA or MOU and the CLEC Performs Work

NOTE: It may be necessary to adjust Date Due per prevailing tariff, ICA, or MOU

Functions	Organizational Responsibility	Chronological Date Due
Receipt Date of the CLEC Collocation Application	CSC/ACCT MGR	Day 0
Documentation forwarded to NSS	CSC/ACCT MGR	Day 1
TEE/CRE Opens up TEO for Job	TEE/CRE/OSP	Day 4
MOP Meeting for Equipment Removal	CLEC	Day 5
CLEC will have their Equipment and Bays Removed by this date	CLEC	Day 30
Documentation forwarded to NP&E, OSP and CRE	NSS	Day 31
MOP Meeting for Cage/Cabling/Equipment removal	NP&E/CRE/OSP or CLEC	Day 35
Site Survey completed and Records Verification ²	NP&E/CRE/OSP	Day 38
Engr/CRE/OSP Jobs written with records obtained	NP&E/CRE/OSP	Day 40
CRE Cage Removal Completed	CRE or CLEC	Day 45
SBC-13STATE Approved Vendor will de-fuse all Power Plant/BDFB connections supporting the CLEC	NP&E or CLEC	Day 45
SBC-13STATE Approved/Controlled Vendor will commence work in Maintenance Window	NP&E or CLEC	Day 45
Conduit Removal Begins	CRE or CLEC	Day 45
Discontinuance Work Complete Includes: Turn back of cabling off eqpt both ends Assignment records, coordinated, scrubbed and removed Advising NSS of completion for final billing Cage and Misc. Electrical Materials	NP&E/CRE/OSP	Day 60
CRE Reports to NSS Final Billing	CRE	Day 60
NP&E Reports to NSS Final Billing	NP&E	Day 60
NSS Sends Combined Billing to CSC/ACCT MGR	NSS	Day 61
CRE – Floor Restoration	CRE	Day 68
Space Make-Ready Date for Reuse/Assignment	CRE	Day 70
CRE Notification to NSS of Final Completion for Floor, Conduit and Cage	CRE	Day 70
Begin Reclamation of Space Process through notification to Space Planners	NSS	Day 70
CLEC Cabling/Fusing Removed	CLEC	Day 90
Validation of Completion	NSS	Day 95
Engineering Job Posted Complete	NP&E	Day 180

4.7 Triggers for SBC-13STATE Initiated Removals

² Feedback must be given at this date to NSS of the accuracy of the CLEC counts and if CLEC equipment has been left on site. The CLEC has 30 days to remove equipment from the date of the Collocation Application or it will be handled as “CLEC Abandoned Equipment/Bays” with no net surplus value. NSS will advise CSC and Collocation Account Manager of findings at this point.

4.7.1 Overview

In accordance with SBC-002-316-101, *Wire Center Planning M&P*, Section 7L, Issue 8, dated Dec 2001, the NSS and Collocation Account Team must work through the administrative and coordination process with any CLEC that may be discontinuing or abandoning their service within an **SBC-13STATE** Eligible Structure.

When a CLEC has implemented their turndown process through Discontinuance and still has equipment and cabling in place, several factors come into play.

- 1) The CLEC equipment/cabling, and the **SBC-13STATE** infrastructure provided to support the Collocation area, will be subject to an annual review by the Space Planner (in accordance with SBC-002-316-100, *Wire Center Planning M&P*, Issue 8, dated Dec 2001).
 - a) The Space Planners also review offices where Discontinuance activity has taken place.
 - b) In those cases involving bankruptcy or litigation, NSS should seek counsel from SBC-Legal concerning possible action that can be taken.
 - c) During the annual review, offices may be identified that are in jeopardy of exhaust due to space constraints or facility (MDF, HVAC, Power or cable racking) congestion. The Space Planner will then request to have the **SBC-13STATE** Collocation Team (CRE, NSS, CPM, Account Manager, SBC-Legal, Frame Planner, Space Planner, TEE) review the office(s).
 - d) The **SBC-13STATE** Collocation Team will determine if **SBC-13STATE** should initiate CLEC removals to forestall exhaust.
- 2) All assignments of space for equipment are subject to a reclamation trigger when the following conditions are present⁵:
 - a) The only space remaining within the Collocation Area has space without sufficient Infrastructure cable racking & lighting to support that bay assignment (directly overhead or under floor).
 - b) The Collocation Area has less than 4 standard bays of assignable space.
 - c) The Central Office has less than or equal to 200 Square Foot space of Active Switchroom Area remaining for use.
 - d) Infrastructure Exhaust (includes Frame, Power, HVAC) for the Central Office.
 - e) Building near exhaust – The Building is forecasted to exhaust all useable space within 2-years from the date of the last forecast.
 - f) Distributing Frame Exhaust or at 85% fill. Source: "INFRASTRUCTURE DEPLOYMENT GUIDELINES (SWITCHING), TAB 11, Issue Date 08/01, Section 11.4.2 Conventional Frames.

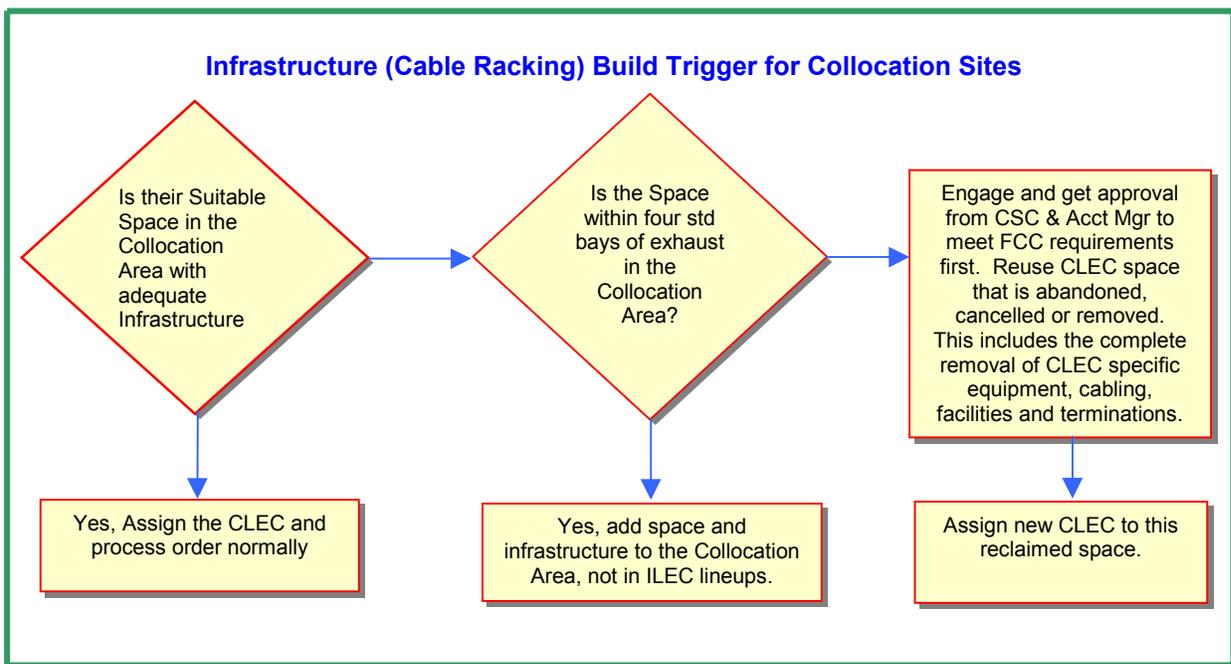
⁵ Refer to SBC-002-316-101, *Wire Center Planning M&P*, Section 7L, Issue 8, dated Dec 2001 for further details on the Reclaiming of CLEC Space.

- g) Excessive Cable Rack pileup should be monitored and an alternate cable management plan should be developed when racks reach 80% of their fill (approximately 10 inches). (Source: BSP 800-006-151MP, Issue C, Jan 2001, Section D Cable Pileup Monitoring)

4.7.2 Table for Trigger Sequence

Through a review of NP&E costs, it has been determined that ***it is less expensive to remove the footprint of a CLEC (where the CLEC has ceased, cancelled or abandoned their entire space, equipment, facilities, cabling and interconnection) and convert the space for reuse, than it is to build out new Ironwork used for Infrastructure Cable Racking & Lighting.***

It is therefore in the best interest of the TEE/DTE/FEE to reuse these areas instead of building new Racking Systems to augment an existing Collocation Area. Before this can be accomplished, the CSC and the Account Manager must be directly involved. It will be recognized that the reuse of previously used space will be handled on a case-by-case basis and will dictate strict attention to the FCC requirements that the ILEC not recover the same costs more than once and not discriminate. The decision tree follows:



5.0 Removal Process with Installation Vendors

5.1 Building Block Process

Since tariff rates are not in place for the removal activities that are covered in this document, the ICB/NSCR costing process will be required to determine the charges for Discontinuance activities. Removal processes dictate a different skill set, SBC certification of **SBC-13STATE** Authorized Vendor and a more complex and comprehensive work content than what is used in the Installation Process.

5.2 Vendor Activities and Responsibilities

The **SBC-13STATE** Approved Vendor for any Discontinuance Job will strictly follow the requirements and limitations set forth by the authorizing TEE and the Central Office Operations personnel.

The Vendor will be obligated to advise Network Operations of activities performed on a daily basis.

The **SBC-13STATE** Approved Vendor must notify the ILEC of the 60-day Due Date Completion, and of Final completion, in order to initiate the Reclamation process (outlined in SBC-002-316-101, *SBC Wire Center Planning*, Issue 8).

The **SBC-13STATE** Approved Vendors performing work for the CLEC *must report to both the CLEC and the ILEC*:

- their completion of equipment removal no later than the 30-day window.
- their completion of the cable/fuse removal no later than the 60-day window.

NSS Project Management will perform a validation inspection to insure that all cabling/conduit/fusing/equipment has been removed by the CLEC and its authorized **SBC-13STATE** Approved Vendor.

5.3 Surplus/Salvage

- 1) All copper cabling (such as Power Cable, coax, twisted pair cabling) will be provided to the proper **SBC-13STATE** recovery point to allow SBC to receive the correct remuneration for the salvage of these materials, (i.e., for the meltdown value of the copper).
 - a) CLEC non-copper materials, equipment and facilities will be handled as scrap with no salvage.
 - b) If the Installation Vendor processes the meltdown products, their salvage (meltdown) value will be paid back to **SBC-13STATE**.

Please Note: In most locations, **SBC-13STATE** Local Exchange Carriers do not have storage facilities or administrative capabilities necessary to process salvage materials. Outside processing of these salvage materials will result in an additional cost far in excess of the value of the meltdown materials (not covered on the Worksheet).

- 2) If the CLEC decides to handle the removal of the Power and Interconnection Cabling servicing its Collocation Site:
 - a) The CLEC will be obligated to turn over removed material to SBC for the Net Salvage of **SBC-13STATE** owned Cable (meltdown copper value), Cage Materials and Bays.
 - b) In all cases, the **SBC-13STATE** Approved Vendor will be required to turn over the net salvage value of all copper products.
- 3) CLEC Equipment and Bays will be considered abandoned by Day 31 after receipt of the Collocation Application.
 - a) The **SBC-13STATE** Approved Vendor will remove and dispose of this CLEC owned material with a net zero salvage value to SBC.

*****NOTE*** CLEC Equipment contain hazardous substances requiring special handling and disposal.**

***** IMPORTANT*** Any recovered equipment, copper interconnection cable, power cable or connecting blocks are not to be reused or resold by the **SBC-13STATE** Approved Vendor working for either the ILEC or the CLEC under any circumstances. The Requestor will work with the original installation company on remuneration.**

Equipment/bays/conduit/fencing/bays/panels or any other potentially reusable materials will be provided back to the owner of the product based on the company that installed the materials/equipment (ILEC/CLEC). The **SBC-13STATE Approved Vendor will fill out a Material Disposition Request (MDR) for all material. Disposition of material will be in accordance with SBC Legal's advice following prevailing tariff, ICA or MOU.**

Failure to follow this stipulation may jeopardize their Approval Status to work in **SBC-13STATE Locations.**

5.4 Shipping

The **SBC-13STATE** Approved Vendor performing the work will be responsible for the shipping of all removed materials and equipment/bays to Material Disposition Centers or to Storage Facilities, as applicable to the individual case. The **SBC-13STATE** Approved Vendor will include shipping and handling of removed material in their price quotes.

5.5 Labeling Requirements for Cable Facilities

Any cabling left in place during the bay and equipment removal phases of CLEC Discontinuance must be tagged appropriately in accordance with TP76300MP, Installation Guide and as indicated in the following information listed below:

- Each cable must be tagged by the removing **SBC-13STATE** Approved Vendor and must reflect the cable compliment and the location at the far end of the cable. This means that if the CLEC has the bay removed by the **SBC-13STATE** Approved Vendor, the CLEC must tag the cables.
- If the bay is removed by SBC, the **SBC-13STATE** Approved Vendor under SBC Control will be responsible for this tagging.
- Trimmed cables should be no closer than one foot from the lowest common cable rack. The excess should be stored in a safe manner, (i.e., tied to a permanent location within the office and not within the existing cable racks).

5.6 Point of Termination (POT) Bays and Equipment

The removal of POT bays/cabinets and the removal of termination equipment placed in the Collocation Common Area will be required in conjunction with removal of CLEC facilities involved in the Discontinuance process.

- 1) In SBC-Pacific Bell where the POT facilities (including POT Cabinet) were provided at the ILEC's expense, material items will be removed, reuse value determined by the TEE, and made available for reuse per the engineering judgement of the TEE.
- 2) In SBC-SWBT, SBC-SNET, and SBC-Nevada Bell, where the CLEC owns the POT facility, material disposition will take place as follows:
 - a) If the CLEC has opted to remove their equipment within the 30-day interval, the ILEC will remove facilities from the Common area and turn over to the CLEC for their disposition.
 - b) If the CLEC has abandoned the site and failed to remove the equipment from their leased space within 30-day interval, the POT facilities will be removed and junked with the rest of the CLEC equipment.
- 3) In SBC-Ameritech there was no placement of POT facilities. This section does not apply to SBC-Ameritech.

6.0 References

For further information or electronic copies of this document and related information, visit the internal SBC Local Exchange Carrier Web site: <http://ebiz.sbc.com/commonsystems> or <http://apex.sbc.com>

Document	Description	Issue & Date
Marketing Service Description	MSD-Collocation Discontinuance	April 2002
Marketing Service Description	MSD-Interconnection Reductions	April 2002
Marketing Service Description	MSD-Power Reductions	May 2002
Marketing Service Description	MSD-Reassignment of Space	April 2002
SBC-002-316-002	Collocation Provisioning Guidelines (CPG) M&P	Issue 14, May 2002
SBC-002-316-008	CLEC Cable Provisioning M&P	Issue 7, May 2002
SBC-002-316-015	Discontinuance of CLEC Equipment/Wiring M&P	Issue 4, May 2002
SBC-002-316-013	Discontinuance Cost Worksheet	Issue 4, May 2002
SBC-002-316-024	CRE-Total Decommissioning Collocation Sites M&P	Issue 1, Feb 2001
SBC-002-316-044	Corp Real Estate (CRE)-Cable Placement M&P	Issue 1, May 2001
SBC-002-316-047	NP&E Finance Cost M&P	Issue 1, May 2001
SBC-002-316-101	Wire Center Planning M&P	Issue 8, Dec 2001
TP 76200MP	Network Equipment – Building Systems	Issue 2001
TP 76300MP	Installation Guide within the Central Office	Issue 2001
TP 76400MP	Detail Engineer Requirements for the C.O.	Issue 2001
TP 76900MP	Installation Testing Requirements	Issue 2000
BSP 790-100-656MP	DC Power Distribution	Issue B, Nov 2000
BSP 800-003-100MP	Standards for Network Equipment Engr & Space Planning	Issue A, Nov 1999
BSP 800-006-151MP	Common Systems Cable Rack Requirements	Issue C, 2001
BSP 800-003-200MP	SBC- Network Facilities Cable Mining Guidelines & Requirements	Issue A, Dec 2000
SBC-FLASH 00-030R2	SBC Equipment Deviation for oversized Equipment	Issue 2, Nov 2000
SBC-002-216-025, Section 11	Switch-Infrastructure Deployment Guidelines (IDG) Main Distributing Frames	Issue 1, Aug 2001

7.0 Contacts

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