



Collocation Notice of Termination/Reduction Application - Instructions

Failure to provide all requested information and associated documentation may result in delays in the processing of this application.

Date Sent: Enter date the application is submitted to FairPoint.

I. Termination/Reduction Type

Please specify the type of termination/reduction being submitted. Select Full, Partial or DC Power only. All power requirements for all feeds must be restated within a power reduction request.
Note: All work performed in FairPoint Central Offices must follow the standards outlined in FairPoint Installation Practices.

II. Customer Information

1. **Company Name:** *Name of Company submitting the termination/reduction request*
2. **Company Address:** Address of Company, including City, State & Zip Code submitting the termination/reduction request
3. **Contact Name:** *Name of person to whom all information should be conveyed or questions addressed.*
Telephone #: *Telephone # of Company contact*
E-Mail Address: *E-Mail address of Company contact*
4. **ACNA/CCNA:** *Enter the ACNA/CCNA for the arrangement*
5. **BAN #:** *Enter BAN # to be reduced/terminated*
6. **CLLI Code:** *Enter the 11-character CLLI (Common Language Location Identifier) code that identifies the wire center.*
7. **Please indicate tariff under which the arrangement was originally established.**
8. **Type of Arrangement to be Terminated/Reduced:**
Please check off appropriate arrangement type

III. Arrangement Detail and Status

1. **Status of CLEC Installed Equipment within FairPoint space for arrangement to be terminated.**
Please note the status of equipment by checking off yes or no in each box. Specify the date the equipment is to be removed. The CLEC must provide FairPoint with a Letter of Attestation confirming that all working circuits are disconnected before proceeding with the removal of its equipment on a full termination of the arrangement.
2. **Outside Plant/Interoffice Facilities Connections**
Please specify the method used to establish the Collocation Arrangement. If you leased facilities via a third party CATT provider, please identify the CFP Name and CFP CLLI Code in the remarks section.

If fiber was pulled in via CO Manhole, identify Manhole "0" Numbers. A Collocator connected to a CATT provider must make arrangements to disconnect directly with the CATT provider.

IV. Termination/Reduction Details

1. Square Footage or Number of Bays/Relay Racks of Collocation Arrangement

For your Collocation Type, specify the current number of square feet or relay racks, the amount to be returned, and the amount to be retained.

2. Cable Terminations (cables between the demarcation point & FairPoint’s distributing frame)

See Attachment A for VG 2W/4W, Attachment B for DS1/DS3/Fiber and Attachment C for Line Sharing. Cabling between CLEC equipment and the POT Bay is to be removed by the CLEC.

3. CATT Connections applicable to CATT arrangements or connections to CATT arrangements.

A CATT provider is responsible to disconnect with all Collocators. A Certification Letter attesting to the completion of disconnects must accompany the Notice of Termination/Reduction Form. Conversely, a Collocator connected to a CATT provider must make arrangements to disconnect directly with the CATT provider.

4. Technical Specifications for Equipment To Be Removed

FairPoint requires a comprehensive list of the equipment and relay racks that are to be removed. In order to avoid any delays on the project, please ensure all necessary information is provided. When the collocation request is for SCOPE, CCOE or CATT, identify the equipment with its respective bay.

For example, fill in Bay 1 and its associated equipment, then Bay 2, etc. List the equipment and framework (relay racks), plug-ins and spare plug-in cards (Virtual) installed. Include the Manufacturer/Model, Quantity, and Common Language Equipment Identifier (CLEI).

V. DC Power Termination/Reduction

All power requirements for all feeds must be restated within a power reduction request.

1. In this section, all power for all feeds must be restated within a power reduction request for a given collocation arrangement. Please indicate your requirements for –48V Battery & Ground. Provide the total number of “A” feeds and/or the total number of “B” feeds for each type of collocation request. Indicate the requested drain/load per feed and the fuse size per feed. Where applicable, include cable designation information as well.

The CLEC is responsible for the engineered power consumption of the collocation arrangement and is responsible for taking into consideration any special circumstances in determining drain/load and fuse size of each feed. Fused capacity shall not exceed 2.5 times the CLEC specified load per feed. The total drain/load per feed must be expressed in whole numbers and not fractions. FairPoint bills for DC power in accordance with the applicable tariff provision. DC power requirements must be ordered as such. Additionally, the fused capacity must be expressed in industry standard fuse sizes as indicated in the tables below.

Industry Standard Fuses at BDFB

Amp Rating	3	5	6	10	15	20	25	30	40	50	60	70
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Industry Standard Fuses at Main Power Board

Amp Rating	100	110	125	150	175	200	225	300	400	500		
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When ordering multiple power feeds please indicate each feed’s requirement separately. FairPoint anticipates the customer will properly engineer fuse capacity and consider any special circumstances in determining drain/load and fuse size of each feed.

Due to the fact that fuses come in industry standard sizing, fusing at 2.5 times drain/load may not be possible in all cases based on the CLEC specified drain/load. In those situations, the CLEC must determine whether to choose a fuse sizing that is less than 2.5 times drain/load or increase their load in order to conform to the industry fuse sizes. The manufacturer’s equipment specifications should be consulted to determine power requirements.

A CLEC can order just an “A” feed, and then at a later date submit an augment to place a “B” feed due to a change in their requirements.

1. Restated Power Requirements

	a.	a.	a.	a.	a.	b.	b.	b.		
For Traditional Physical, SCOPE, CCOE or Virtual										
Feed	Action Code	Existing Drain/Load	Requested Drain/Load	Existing Fuse Size	Requested Fuse Size	Feed Designation			Bay Designation	
						BDFB/MPB/RR Designation	Panel Designation	Fuse Assignment		
1	A	T	20	0	50	0	101.2	A1	4	
	B	T	20	0	50	0	101.2	B1	4	
2	A	NC	10	10	25	25				
	B	NC	10	10	25	25				
3	A	R	10	5	15	10	101.3	A1	5	
	B	R	10	5	15	10	101.3	B1	5	

EXAMPLE:

- a. Required for all power reductions

Column Title:

Disposition Code - please indicate "R" for Reduction, "T" for Termination of existing feed and "NC" no changes required for existing feed.

Drain/Load Requested
 Amps Fused Requested
 Drain/Load Existing
 Amps Fused Existing

- b. Applies where CLEC requested to decrease load or fuse amounts for a fuse or drain reduction or a feed termination.

Column Title:

BDFB/MPB/RR Designation
 Panel Designation
 Fuse Assignment

A joint survey may be required to identify applicable power feeds. Joint coordination will be required for changes in power cabling and fuse size requirements. In order to power down equipment the CLEC must schedule the work with FairPoint. The CLEC/vendor cannot remove its physically collocated equipment until FairPoint has removed the associated DC power fuses (powered down equipment).

The number of feeds, amps drain/load per feed and fused capacity per feed must be provided, even if a change is not being requested in order to insure that the total drain/load requirements are noted. Use separate lines for each feed.

EXAMPLES

- Power Reduction 1: CLEC terminating existing feed. The customer eliminating 1 “A” feed, originally ordered with 20 amps drain/load, feed fused at 50 amps; and 1 “B” feed, with 20 amps drain/load, feed fused at 50 amps.
- Power Reduction 2: The customer restates existing feed requirements for a feed it does not wish to materially change. This is required in order for Verizon to ascertain the remaining power requirements for the entire arrangement. In this example, the CLEC restates that it is retaining an existing feed with 10 amps drain/load, 25 amps fused for both the A & B feeds.
- Power Reduction 3: The customer is reducing existing A & B feeds from 10 amps drain/load, 15 amps fused to 5 amps drain/load, 10 amps fused.

Power configurations must be designated to the correct Bay for SCOPE, CCOE and Virtual.

A total fused amount cannot exceed 2.5 times drain/load. The total drain/load per feed must be expressed in whole numbers and not fractions. Additionally, the fused capacity must be expressed in industry standard fuse sizes available at the Battery Distribution Fuse Bay (BDFB) and Main Power Board (MFP).

2. Enter the total equipment drain/load existing in amps for the entire arrangement.
3. Enter the total equipment drain/load retained in amps for the entire arrangement.

VI. Remarks

This field is to be populated with additional information that your Company would like to convey to Verizon.

Please submit this application, all supporting documentation and any application fees to:

**FairPoint Communications
Collocation Service Manager
5 Davis Farm Rd
Portland, ME 04103**

E-Mail Address: wholesalecollocation@fairpoint.com

Collocation Notice of Termination/Reduction Application – Instructions for Attachments

Attachment A – VG 2W/4W – can only be ordered out of the state tariffs

1. **CFA Disposition (Returned/Retained)**
For CFA reductions, will always be “Returned”. Remaining inventory should be listed as “Retained”.
2. **Total Inventory Returned**
Gross number of inventory returned.
3. **CLEC’s Equipment Name (not required for physical)**
For Virtual arrangements “only”. Identifies the manufacture’s name of equipment installed.
4. **Circuit Type**
2w or 4w to differentiate between 2-wire and 4-wire voice grade pairs
5. **Common Area POT Bay or CLEC’s Equipment Location**
 - 5a) **Line-Up Bay & Panel or Relay/Rack & Shelf**
 - 5b) **Port or Vertical & Block**
For Physical arrangements, the line-up bay & panel, vertical & block at the KRONE POT bay termination end of the EPA/CP in the common area.
For Virtual arrangements, this field represents the location of the CLEC’s equipment placed in FairPoint’s space and is expressed as relay rack, shelf, and port.
6. **Port/Jack**
Identifies the specific terminal or jack or groups of terminals and jacks where the EPA/CP appear.
7. **ACNA**
This field contains the 3 character CLEC Access Carrier Name Abbreviation
8. **Cable ID/Shelf Number**
Identifies the 5-character alpha–numeric cable identification name.
9. **Pair Range/Port Range**
CLEC cables, identifies the particular range of pairs within the CLEC’s provided cable ID.

Note: CLEC’s returning terminations must retain an inventory in the minimum billing increment of 100. These inventories must remain contiguous and number in standard inventory counts of 1-100, 101-200, 201-300 etc.

Attachment B – DS1/DS3/Fiber

1. **CFA Disposition (Returned/Retained)**
For CFA reductions, will always be “Returned”. Remaining inventory should be listed as “Retained”.
2. **Total Inventory Returned**
Gross number of inventory returned.
3. **CLEC’s Equipment Name (not required for physical)**
For Virtual arrangements “only”. Identifies the manufacture’s name of equipment installed.
4. **Circuit Type**
Identified as DS1, DS3 or LGX
5. **Common Area POT Bay or DSX/OSX Verizon West or CLEC’s Equipment Location**
 - 5a) **Line-Up Bay & Panel or Relay/Rack & Shelf**
 - 5b) **Port or Vertical & Block**
For Physical arrangements, the line-up bay & panel in the common area
For Virtual arrangements, this field represents the location of the CLEC’s equipment placed in FairPoint’s space and is expressed as relay rack and shelf.

6. **Port/Jack**
Identifies the specific terminal or jack or groups of terminals and jacks where the hi-cap terminations appear.
7. **FAC DES/CABLE ID**
Identifies the assigned CLEC cable ID
8. **FAC TYPE/DETAIL**
Identifies the cable facility detail: T1, T3 or COAX
9. **Line/Unit**
Identifies CFA unit or unit range to be returned
10. **Terminal A**
Identifies the low alpha-numeric end of the span or carrier facility
11. **Terminal Z**
Identifies the high alpha-numeric end of the span or carrier facility

Note: DS1: CLEC's returning terminations must retain an inventory in the minimum billing increment of twenty eight (28). These inventories must remain contiguous and number in standard counts of 1-28, 29-56, 57-84, etc.

DS3: These inventories must remain contiguous and begin with the existing count.

Fiber: CLEC's returning terminations must retain an inventory in the minimum billing increment of twelve (12). These inventories must remain contiguous and number in standard counts of 1-12, 13-24, 25-36, etc

Attachment C – Line Sharing

1. **CFA Disposition (Returned/Retained)**
For CFA reductions, will always be "Returned". Remaining inventory should be listed as "Retained".
2. **Total Inventory Returned**
Gross number of inventory returned
3. **Line Sharing Option (A or C)**
Option A: Line sharing option where POTS splitter is located within the CLEC's collocation arrangement
Option C: Line sharing option where the POTS splitter is installed in Verizon space.
4. **Circuit Type Option A Only (POT or Line)**
Designates if the cabling between the POT Bay and FairPoint's MDF (Main Distribution Frame) is for the POT (Voice In) or the Line (Voice and Data Out) of the CLEC's splitter.
5. **POT Bay/Panel or CLEC's Equipment Location (Virtual)**
Line-up Bay & Panel or Relay Rack & Shelf
For Physical arrangements, the line-up bay & panel, vertical & block at the KRONE POT bay termination end of the splitter CFA in the common area.
For Virtual arrangements, this field represents the location of the CLEC's equipment placed in FairPoint's space and is expressed as relay rack, shelf or port.
6. **PORT/JACK**
Identifies the specific terminal or jack or groups of terminals and jacks where the splitter CFA appears
7. **FID (SPLT)**
Valid entry = SPLT

8. ACNA

The 3-character CLEC Access Carrier Name Abbreviation

9. BAY

Represents the first bay of CLEC splitters with option "C". For option "A", it is a pseudo bay number. The range for option "C" splitters is 001-899. For option "A", the valid range is 900-999.

10. SHELF

The shelf in a particular splitter or pseudo bay. A two character zero filled field. Valid entries are 01-99.

11. PORT

The splitter port on the shelf. This is represented by a minimum of two and maximum of four numeric characters.

Note: CLEC's returning terminations must retain an inventory in the minimum billing increment of 100. These inventories must remain contiguous and number in standard counts of 1-100, 101-200, 201-300, etc.