

**Instructions For Completing the August 1, 1999 Collocation Forecast Template
Template Designed for use in all 14 Bell Atlantic Jurisdictions**

Introduction

The purpose of this collocation forecast document is to provide guidelines for the formats and language to be used in exchanges of collocation forecast information between CLECs and Bell Atlantic.

This Collocation Forecasting Guide is in addition to, and does not cancel or terminate, any obligations that CLECs may have under interconnection agreements, tariffs or regulatory orders.

Forecast Scope

On a semi-annual basis (quarterly where specific contracts between Bell Atlantic and individual CLECs state quarterly forecasts as a requirement or where a significant change in demand occurs between forecast periods), CLECs shall provide Bell Atlantic with a two year detailed forecast of their collocation requirements. This shall include requirements for new arrangements, augments to existing arrangements, changes from previously provided forecasts, and deletions from previously provided forecasts. This forecast shall provide volume information on collocation arrangements, including the following types of collocation arrangements where these arrangements are available:

- Traditional Physical Collocation
- S.C.O.P.E.
- C.C.O.E. (cageless)
- Virtual Collocation

CLECs shall strive to provide Bell Atlantic with a high degree of accuracy in the timing, location and sizing of collocation projects. Special attention shall be paid to the information provided for Year 1.

Please provide a completed Collocation forecast to your Account Manager before August 1, 1999 and semiannually thereafter on August 1st and February 1st except as noted above.

Collocation Forecast Template Individual Field Definitions

See Attachment #1 of Excel Spreadsheet

Header Section

1. Company Name:

DEFINITION: This field identifies the Telecommunications Carrier (CLEC) issuing the collocation forecast.

USAGE: Used by Bell Atlantic to identify individual carrier forecasts.

EXAMPLE: ABC Telecom

2. Company Contact Person:

DEFINITION: This field identifies the individual at the Telecommunications Carrier responsible to submit the forecast and act as a contact person for Bell Atlantic.

USAGE: This information will be used by Bell Atlantic to contact the CLEC if additional information concerning the forecast is needed.

EXAMPLE: Jane Doe

3. Company Contact Person Telephone Number:

DEFINITION: This field identifies the telephone number of the contact person.

USAGE: This information will be used by Bell Atlantic to contact the CLEC if additional information concerning the forecast is needed.

EXAMPLE: 212-555-1234

4. Bell Atlantic Account Manager:

DEFINITION: This field is used to identify the name of the Bell Atlantic Account Manager assigned to the Telecommunications Carrier providing the forecast.

USAGE: This information will be used by the CLEC and by Bell Atlantic to insure that the forecast is forwarded to the appropriate individual in Bell Atlantic.

EXAMPLE: Tom Dreyer

5. Date of This Forecast:

DEFINITION: This field is used to identify the date on which the current forecast is being submitted.

USAGE: This information will be used by Bell Atlantic to distinguish the current view from previously provided forecasted information.

EXAMPLE: August 1, 1999

6. Date of Previous Forecast:

DEFINITION: This field is used to identify the date of the CLEC's most recently provided forecast prior to the current submission.

USAGE: This information will be used by Bell Atlantic to identify Adds, Changes and Deletions to previously forecasted information.

EXAMPLE: February 1, 1999

Collocation Specific Section

7. Request Number:

DEFINITION: This field is used to numerically identify each individual request that appears on the forecast template.

USAGE: This information will be used by Bell Atlantic to identify and refer to individual forecast requests.

EXAMPLE: 1, 2, 3, etc.

8. State:

DEFINITION: This field identifies the state for which the forecast is being made.

USAGE: This information will be used by Bell Atlantic to sort and to aggregate demand forecast data by state.

EXAMPLE: NY

9. LATA:

DEFINITION: This field identifies the LATA for which the forecast is being made.

USAGE: This information will be used by Bell Atlantic to sort and to aggregate demand forecast data by LATA.

EXAMPLE: 132

10. City/County

DEFINITION: This field identifies the city or county for which the forecast is being made.

USAGE: This information will be used by Bell Atlantic to sort and to aggregate demand forecast data by city and/or county.

EXAMPLE: Manhattan

11. Central Office CLLI Code

DEFINITION: This field identifies the eight - (8) character CLLI (Common Language Location Identifier) code of the specific central office for which the forecast is being made or the eleven - (11) character CLLI code of an existing arrangement for which an augment is being forecast.

USAGE: This information will be used by Bell Atlantic to sort and to aggregate demand forecast data by Bell Atlantic central office.

EXAMPLES: NYCMNY42, NYCMNY42HD1

12. Quantity:

DEFINITION: This field identifies the quantity of offices the CLEC expects to apply for in a specific state, LATA, city or county when the CLEC has not yet determined the specific central offices where it will apply for collocation. If a specific CLLI code is supplied, this field will always be one (1).

USAGE: This information will be used by Bell Atlantic to aggregate demand by state, LATA, city/county when the CLEC is unsure of the exact offices that will be applied for.

EXAMPLE: 5

13. Application Month:

DEFINITION: This field identifies the month in which the CLEC plans to submit the application for collocation. The year that the application will be submitted is the forecast year shown at the top of the template, for example “Year #1 - 1999”. A separate template is required for each forecast year

USAGE: This information will be used by Bell Atlantic to sort and aggregate forecast demand data by application month

EXAMPLE: December 1999

14. Requested In-Service Month

DEFINITION: This field identifies the month in which service is required. Requested In-Service month is based upon the appropriate provisioning intervals and/or tariff provisions and is dependent on what type of collocation is being requested.

USAGE: This information will be used by Bell Atlantic to sort and aggregate demand forecast data by requested In-Service month. Note: “In Service” month refers to the point in time when the collocation project is completed, turned over to the CLEC and capable of being put into service. For Year 2, the CLEC should provide as much detailed information as possible. However, general information will be accepted for planning purposes.

EXAMPLE: April 2000

15. Type of Collocation

DEFINITION: This field identifies the type of collocation the CLEC plans to apply for.

USAGE: This information will be used by Bell Atlantic to plan collocation space.

EXAMPLE: Physical

16. New Arrangement or Augment to Existing

DEFINITION: This field identifies whether the CLEC will be requesting a new collocation arrangement or is planning to augment an existing arrangement. Augments

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include expansions of existing cages, additional power requirements or additional cabling (DS1, DS3's, SVGAL etc.).

USAGE: This information will be used by Bell Atlantic to account for collocation requirements in planning collocation space, power plant growth, etc.

EXAMPLE: Power Augment

17. Floor Space in Sq. Ft. (Physical only)

DEFINITION: This field identifies the amount of square footage that will be requested for new physical collocation requests or expansion requests to existing arrangements.

USAGE: This information will be used by Bell Atlantic to plan collocation space.

EXAMPLE: 100 Sq. Ft.

18. Type of Equipment

DEFINITION: This field identifies the high level description of the type of equipment the CLEC will request to have installed in the virtual collocation arrangement or will install in SCOPE and CCOE arrangements. This information may also be supplied for physical collocation requests, but is not mandatory.

USAGE: Bell Atlantic will use this information for the planning of space requirements

EXAMPLE: OC48, SLC2000

19. Forecast Update Code

DEFINITION: This field categorizes the entry based on previously forecasted information.

USAGE: Bell Atlantic will use this information to synchronize new forecast entries with previously provided forecasts and collocation applications.

EXAMPLE: For an "Add" not previously forecasted enter "A"
For a "Change" to a previous forecast enter "C"
For a "Delete" to a previous forecast enter "D"