

General Information for a Wireless Site Upgrade:

When space and structural capacity allow, the Bonneville Power Administration (“BPA”) will consider requests to upgrade and/or modify existing wireless facilities located on BPA transmission facilities. These changes may require modifications to the site’s existing Facility Lease Agreement. Upgrade requests will be evaluated with emphasis on BPA’s security requirements, available resources, and outage constraints.

The BPA Wireless Customer (“Customer”) must submit a complete upgrade application package to wirelessapplications@bpa.gov including, but not limited to, the Upgrade Application Form (including Site Maintenance Ticket), construction drawings for current facilities, RH data, and equipment cut sheets for any new proposed equipment. Upon receipt of the complete application package, BPA will provide Customer with the project’s agreement number.

FEES: Customer must submit an application fee of \$20,000 to BPA within 90 days following submission of this application. All fees must be submitted to BPA directly by Customer and per BPA Payment Instructions. The BPA provided agreement number must be referenced in the payment description field. BPA will hold the fee in an account established for the project specified herein, and will use it for preliminary design and engineering work associated with Customer’s application. The cost of performing preliminary design and engineering activities by BPA at Customer’s expense will be the actual cost of performing the activities, plus applicable overhead rates. If BPA determines that the proposed project is not feasible, BPA will refund unexpended funds in the project account to Customer. If BPA determines that the proposed project is feasible, BPA will tender a reimbursable agreement (Agreement) to Customer to provide for construction activities and for additional funding associated with those activities. If Customer executes the Agreement, BPA will apply the \$20,000 application fee, minus any expenses BPA has incurred prior to execution of the Agreement, towards the Agreement. BPA’s Fiscal Year Construction and Reimbursable Non-Direct Rates in effect at the time the Agreement is offered to Customer will apply. If, at any time, Customer informs BPA that it does not intend to pursue the project or execute the Agreement, BPA will make a full accounting to Customer and either return any unexpended balance in the account to Customer or bill for any costs in excess of the deposit in the account. Customer must pay any excess costs within 30 days of the date of the bill.

Required Information:

Type of Upgrade:	
Name of BPA Transmission Line/Facility:	Tower #:
Latitude:	Longitude:
BPA Name of Existing Wireless Site:	Customer Site ID:
Detailed description of work request:	
Customer (Legal) Name:	Customer Contact Name:
	Email:
	Phone:
(IF SUBMITTED BY CUSTOMER REPRESENTATIVE) Customer Representative Company Name:	Customer Representative Contact Name:
	Email:
	Phone:
RF engineer that BPA may contact for technical information if necessary (Name, Address, Tel, Email):	

**U.S. DEPARTMENT OF ENERGY-BONNEVILLE POWER ADMINISTRATION (BPA)
APPLICATION FOR A WIRELESS SITE UPGRADE CO-LOCATED ON BPA FACILITIES**

OMB Control Number:1910-XXXX
Expiration Date:xx/xx/xxxx

The following is for the purpose of project closeout:

Customer Contact - Submit Invoice		Customer Contact - Submit Refund	
Name:		Name:	
Email Address:		Email Address:	
Phone Number:		Phone Number:	
Street Address:		Street Address:	

Does Customer require additional space on the site for:

Shelter?	Outdoor Cabinets?	If yes, give dimensions (L, W, H)	
A New Pole?	or New Tower?	Pole or tower dimensions: Height:	Base:

Electrical power requirements: Voltage (e.g. 120/240 VAC, 60 Hz, 1 Ph., 3 Wire)

Average Watts	Peak Watts
Is BPA Emergency backup power requested?	

Does Customer propose to install additional utility services such as power service, telephone line or leased line for control?

If yes, describe:

List of racks or cabinets to be placed within BPA building and dimensions of each (W, D, H):

Rack	Width	Depth	Height	Rack	Width	Depth	Height
1				3			
2				4			

List antennas to be placed on BPA tower (attach cutsheets):

Ant.	Height on tower	Azimuth (or Omni)	Antenna Gain †	3dB Beamwidth ††	Weight (pounds)	Dimensions, Make & Model	Tx? *
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

* If antenna is used for TRANSMITTING, mark "yes" under Tx? Be sure to answer the questions below

† Enter Gain value and specify whether this number is expressed in dBi or dBd, lowest transmit frequency

†† Lowest Transmit frequency

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List number, manufacturer, and size of all coaxial cables to be placed on BPA tower:

Ant.	# of Coax	Type of Coax	Size of Coax	Weight/Ft	Other Coaxial Information Available	Tx? *
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

Proposed *Receive* Frequencies (list):

#	Receive Frequency (MHz)	#	Receive Frequency (MHz)
1		5	
2		6	
3		7	
4		8	

Proposed *Transmit* Frequencies, RF Output Power, Emission, Equipment (list):

#	Freq. (MHz)	Tx Power †	Power (E.R.P.)‡	C or I*	Emission Type	Equipment Make & Model
1						
2						
3						
4						
5						

† Transmitter RF Output, watts ‡ Eff. Radiated Pwr. at Antenna * C=Continuous; I=Intermittent
(Include all types of transmitters including microwave links via dish. Attach additional sheets if necessary.)

For evaluating near-field RF/EMF exposure to workers:

What is the maximum number of transmitters delivering RF power to any one antenna? _____ transmitters.

What is the total actual RF power in watts, not ERP, delivered to that antenna for that number of transmitters?

{Number of Tx _____ times Watts per Tx _____ (allowing for coaxial line losses), = _____ RF watts, total)

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Will other types of antennas be placed on BPA tower (Such as GPS, microwave dish, Rx calibration antenna, etc.)?
If yes, list below, using more paper if necessary.

Ant.	Type	Height	Azimuth (or Omni)	Weight	Dimensions	Tx?*
1						
2						
3						
4						
5						

*If antenna is used for TRANSMITTING, mark "yes" under Tx?

Provide contact information for any Customer employee or contractor that will require access to the site:	
How often would Customer or Customer representative expect to visit the site?	
Any additional information to be considered in BPA's review of this Upgrade Application:	
If supplemental sheets, maps, sketches, etc. are attached in response to the above questions, please list below:	
Signature:	EMAIL TO: WirelessApplications@bpa.gov

Date: _____

Upon receipt of this application, BPA will provide an Agreement number, which must be referenced on the payment.

See BPA Payment Instructions for payment procedure.

**U.S. DEPARTMENT OF ENERGY-BONNEVILLE POWER ADMINISTRATION(BPA)
BPA WIRELESS PROGRAM- SITE MAINTENANCE TICKET**

<i>BPA USE ONLY</i>
TICKET NUMBER:

CUSTOMER TO COMPLETE

Customer Name				
Date of Request	Requester Name	Office Phone Number	Mobile Phone Number	FAX Number
E-Mail Address	Address	City	State	Zip Code

Name of BPA Site, Tower Number or coordinates if name is not known				
Site Name	Site Number	Tower Number	Transmission Line Name	
Latitude	Longitude	Contact for De-Energizing Site	Phone 1	Phone 2
Is Site now operating? Yes No	Is Site on the Air? Yes No	Maintenance Category Planned Maintenance Emergency Maintenance		

Maintenance Checklist (*Check all that apply*)

Site Upgrade	LNA Problems	Down-Tilt Adjustments	Coax Change
Site Escort	Antenna Swap (<i>How Many</i>)	TMA Problems	Azimuth Adjustments

Maintenance Requested (*Provide detailed description*)

Other Maintenance Items

Preferred Maintenance Date (*If known*)

Can work be done during normal business hours?	Yes	No
Overtime or weekend work approved?	Yes	No

Estimate of crew hours

BILL TO:	Name	Title	Company	
	Address	City	State	Zip Code

Approved For Work:	Name	Title	Date
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BPA USE ONLY

TLM District	Date TLM Notified	TLM Estimate			
PSC District	Date PSC Notified	PSC Estimate			
Date Maintenance Scheduled	Maintenance Amount	Date Billed			
DEPT ID	ABM	WORK ORDER	TASK	DCE	GL ACCOUNT

SAFETY WATCHER (*If Needed*)

**U.S. DEPARTMENT OF ENERGY-BONNEVILLE POWER ADMINISTRATION(BPA)
BPA WIRELESS PROGRAM- SITE MAINTENANCE TICKET**

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Paperwork Reduction Act Burden Disclosure Statement

This data is being collected to consider the space and structural capacity requirements to allow upgrades or modifications to existing wireless facilities located on BPA transmission facilities. The data you supply will be used by BPA's Transmission Planning division to identify and respond to requests for upgrades or modifications of wireless facilities located on BPA transmission facilities. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining that data needed, and completing and reviewing the collection of information.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of the Chief Information Officer, Enterprise Policy Development & Implementation Office, IM-22, Paperwork Reduction Project (OMB control number 1910-XXXX), U.S. Department of Energy, 1000 Independence Ave SW, Washington, DC, 20585-1290; and to the Office of Management and Budget (OMB), OIRA, Paperwork Reduction Project (OMB control number 1910-XXXX), Washington, DC 20503.

Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB control number.

The Paperwork Reduction Act (PRA) of 1995 requires each Federal agency to seek and obtain approval from the Office of Management and Budget (OMB) before undertaking a collection of information directed to 10 or more persons of the general public, including persons involved in or supporting the operations of Government-owned, contractor-operated facilities.

Submission of this data is required.