



**REQUEST FOR AUTHORIZATION**

**BDA/DAS Installation for In-Building Public  
 Safety Radio System Coverage**

**SECTION 1: Requesting Party Information**  
 I hereby request authorization to install a BDA/DAS for in-building public safety radio system coverage, according to the specifications below:

Requestor Name: \_\_\_\_\_ Requestor Email: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Submittal Date: \_\_\_\_\_  
 \_\_\_\_\_

**SECTION 2: Information to be provided by Building Owner or Designee**

1. Building Owner name: \_\_\_\_\_  
 2. Building Owner phone: \_\_\_\_\_  
 3. Name of Building: \_\_\_\_\_  
*If building is outside the City of Seattle, please use additional "Seattle Simulcast Outside the City Authorization" submittal form*  
 4. Building Address: \_\_\_\_\_  
 5. Building Contact Name: \_\_\_\_\_ 6. Contact Phone: \_\_\_\_\_  
 7. Contact Email: \_\_\_\_\_  
 8. Emergency Contact Name: \_\_\_\_\_  
 (Bldg Contact, NOT contractor contact)  
 9. Emergency Contact Phone (24h): \_\_\_\_\_  
 (Bldg Contact NOT contractor contact)  
 10. Location of equipment in building (floor and room): \_\_\_\_\_  
 11. Designed By: \_\_\_\_\_ PE or GROL Number: \_\_\_\_\_  
 (required)  
 12. Installed By: \_\_\_\_\_  
 13. Tested By: \_\_\_\_\_  
 14. BDA mfgr/model: \_\_\_\_\_  
 15. Antenna type/mfgr/model: \_\_\_\_\_  
 16. Antenna gain (dBd): \_\_\_\_\_  
 17. ERP to donor site (dBm): \_\_\_\_\_  
 18. Antenna coordinates (NAD83): \_\_\_\_\_  
 19. Antenna height above ground (feet): \_\_\_\_\_  
 20. Antenna Height Above Mean Sea Level (amsl) \_\_\_\_\_  
 21. Date commissioned (first turned on): \_\_\_\_\_  
 22. Projected signal level at donor site (-dBm): \_\_\_\_\_



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<b>SECTION 3: Information that will be provided by Seattle IT to Building Owner or Designee</b>	
23. Broadband or channelized (28 channels):	_____
24. Channelized donor site name:	_____
25. Projected signal level from donor site (-dBm):	_____
26. Calculated free space path loss to donor site (-dB):	_____
27. Antenna azimuth (degrees true):	_____

### **Request for Authorization Process**

Items 1 through 22 on the "Request for Authorization" form are completed by the customer. Seattle IT then provides items 23 through 27 along with a frequency list or frequency range to the customer.

### **PRIOR TO COMMISSIONING THEIR SYSTEM the Applicant must:**

1. Submit Form to City by clicking here: [SUBMIT](#)  
 After clicking "Submit", please check your email program's Outbox to ensure that the email message generated by the program has been successfully sent.  
**Note:** Forms can also be attached and emailed to Seattle IT at: [BDA@Seattle.gov](mailto:BDA@Seattle.gov)
2. The City sends a Frequency Use Agreement to the Applicant.
3. Frequency Use Agreement sent back to City: This Agreement must be executed by the Building Owner and returned to the City of Seattle using the BDA@Seattle.gov email address.
4. The City then sends the completed Request for Authorization form and Frequency Use Agreement back to the Applicant.

### **NOTE REGARDING INITIAL ACTIVATION OF NEW BDA/DAS SYSTEMS**

Coordination with the City of Seattle Communication Shop is required before a new BDA/DAS system is turned on for the first time. Customers are asked to please call the City of Seattle Communications Shop at (206) 386-1213 **at least one week prior** to initial system activation in order to coordinate this activity. Test radios are also available from the City of Seattle Communications Shop. The Communications Shop is open for business Monday through Friday, 7:30 a.m. to 4 p.m.

**If at any time during or after installation the BDA/DAS system negatively impacts the King County Radio System or PSERN, the building owner will be required to immediately turn off the malfunctioning BDA/DAS system until correct functioning is restored. The DAS operator will be charged for time spent locating interference caused by their BDA.**