



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. Mfgr/model: _____
15. Antenna type (panel, Yagi, omni, etc.): _____
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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SECTION 3: Information that will be provided by Seattle IT to Building Owner or Designee	
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
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.
5. **Please allow 30-60 days for final approval to be issued.**

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.