

700 MHz Application Filing and Attachment Check List

(Region 5 – Southern California RPC Standard)

Applicants read carefully and follow the Check List below along with the FCC details to file a 601 application.

Copies of the Regional Plan and other Region 5 documents can be downloaded at www.caprad.org under Region 5 planning page or at www.cpra.org on the resources page.

Pre-Coordination Phase: Before Completing the 601 Application

- Create an interference map(s) for base and repeater stations (not mobiles or temps). The maps shall show the entire operating area for other co-channel Agencies for the frequencies being applied for. See Appendix A for more details of the Interference maps
- Prepare the Check List below.
 - ☒ Review the latest revision Region 5 Southern California Regional Planning Committee (RPC) Frequency Allocation Plan to find your allocated channels and all the Co-Channel Allocated Users. Use the frequencies from your allocations.
 - ☒ **If** your agency is requesting channels not allocated to them, the region must vote to allot the channel(s) allocation request. See Appendix A for more details.
 - To help speed the coordination process we suggest that you prepare the 601 application licensing process in parallel with the Frequency Allocation Plan modification process. Request a Letters of Concurrence (LOC) from each co-channel agency for the concurrence of the frequency(s) to be allocated to the agency on the Frequency Allocation Plan spreadsheet and also for the 601 application.
 - The region will then send the proposed spreadsheet to the FCC for approval. After FCC approval, the region can approve the application.
- Prepare a CPRA agenda item(s).
- Notify the Contacts on this Check List.

Coordination Phase:

- At the CPRA FAC meeting the agenda item will be discussed and the committee vote on the request.
- Obtain Letter of Concurrence from all co-channel agencies for the frequencies being Applied for..
- All applications, including modifications, must be filed using the new CAPRAD application filing system. The CAPRAD system is accessible at www.capradap.org by using your existing SpectrumWatch login credentials or, if you are not registered, apply through the [Register for a CAPRAD account](#) link.

Letters of Concurrence (LOC):

- Region 5 requires LOC from agencies that have co-channel allocations to the frequencies being applied for. This process insures that those agencies have an opportunity to verify the Interference Maps generated for the application.

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- The co-channel agencies should promptly review the material submitted and if no interference is predicted in the operating area of the (operating area is defined as jurisdictional boundary plus 3 miles), a LOC should be given.
- LOC may be given via email.
- If a problem is discovered the applicant and the agency should work together to resolve the issues.
- Note that Region 5 is one the most frequency congested areas in the US. The plan requires use of patterned and/or down tilted antennas to resolve interference issues. We have found that these measures are necessary in almost all cases.
- If an agency is not co-operating with the applicant in giving a LOC, the applicant should contact the Region 5 chair. The Committee can waive the LOC if review shows no interference is predicted.
- Below is an example format for a LOC:

“The County of Los Angeles provides this LOC to the City of San Diego. The County of Los Angeles concurs with the Safari Park Site parameters as coordinated at the May 2017 FAC / 700 MHz RPC. Should a pattern of unacceptable RFI emerge in future operations, the City of San Diego agrees to cooperate with the County of Los Angeles to mitigate the problem in accordance with the Region V 700 MHz RPC approved standards.”

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- 1. Provide a brief system description (i.e. new or existing expansion (#) sites, (#) allotment frequencies simulcast digital P25, narrow band (12.5KHz), (brand named) trunking radio system for (named) county voice and data operation):
- 2. Provide documentation indicating agency funding:
- 3. Give an estimated project completion date (month/year):
- 4. Prepare list of co-channel and frequency overlapping users and add to table below (please include agency name, contact, telephone, e-mail):
- 5. Select frequencies from agency allotment. List:
- 6. Mobile, FX1 and temporary operation (FBT, FB2T and including the trunked deployable channels) must undergo 700 MHz RPC coordination and approval but will not require LOC's. Max ERP's will be: 200 watts for FBT/ FB2T; and 30 watts for FX1T and mobiles. Agencies must advise co-channel users when activating the Temporary Call Sign. Note for FX1 stations and mobiles in the congested areas of Region 5, the ERP may need to be reduced for interference protection to co-channel agencies. Please use to lowest ERP needed for proper system operation.
- 7. Mobile direct talk-around frequencies require 700 MHz RPC coordination. However, LOC are not needed for mobiles associated with existing licensed FB/ FB2 stations. All low power channels, except for the low power nationwide itinerant, must undergo 700 MHz RPC scrutiny.
- 8. Prepare coverage/interference maps to attach to application for RPC review. See Exhibit A for guidelines on TSB-88 Interference map technical specifications. Region 5 uses only Matrix interference maps not contours. Use of RadioSoft ComStudy and Spectrum E programs are approved to generate interference

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maps. Maps/data are recommended for submittal to co-channel agencies in advance of the FAC/ 700 MHz RPC meetings in ComStudy .rs2 file and .csv file formats:

Date Completed:

9. Prepare a CPRA Frequency Advisory Committee (FAC) agenda item for the monthly regional FAC meeting before the CommLink cutoff date listed on the CPRA CommLink Calendar page cpa.org/calendar.html. This is generally 18 days before the next month meeting. Send the agenda item(s) via email to the FAC and the Region 5 700 MHz Chairs. Their email addresses are listed in the Contact Information below. They will guide you as to how to format the agenda item.

Date Completed:

10. By email, notify all Contacts below that the application has been entered. It is recommended that pre-coordination site planning data be provided to allow co-channel agencies evaluation time in advance of the scheduled FAC/ 700 MHz RPC meeting. In an email notify each Contact that you are requesting pre-coordination. With this email, the allocated users are notified that it will be an agenda item(s) at the upcoming CPRA Frequency Advisory Committee (FAC) meeting. Include the following items:
- The interference maps showing the entire operating area for other co-channel Agencies for the frequencies being applied for.; and,
 - The antenna Planet file(s); and,
 - Both the csv file and if using ComStudy, the .rs2 file; and,
 - This Check List filled out as much as possible.

Date Completed:

11. An agency can request that the 700 MHz RPC grant a LOC override. Justification is based on the results of the Exhibit A studies, an agency's project implementation schedule impact, and apparent procrastination by the respective co-channel user. Professional staff work is expected in a reasonable period by the co-channel user. If an LOC will not be provided, the applicant should be advised in writing as soon as practical so that questions/ problems can be resolved with minimal impact to the project:

N/A

12. Enter application date in FCC 601 Form via CAPRAD: www.capradap.org
Before sending the application to the RPC by using the Notify button, ensure that you have attached each:
- Propagation map in PDF file format. Antenna Model number and Planet File of pattern.
 - Letters of Concurrence (emails are acceptable) from co-channel agencies.
 - FCC requirements for Mexican border sharing sites.
 - A copy of the completed Check List.

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Date Completed:

13. When all items above are complete- check the “Notify” box:

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700 MHz RPC and Applicants Contact Information		
Application Reviewers	Phone number	Email
David Buchanan (Chair)	909-633-9336	david.george.bu@gmail.com
Howard Newton (Vice-Chair)	951-955-0565	HNewton@rivco.org
Gary Gray (FAC Chair)	714-393-3461	grayg1@sbcglobal.net
Gary Poon (Secretary)	323-267-3004	gpoon@isd.lacounty.gov
Applicants/Agency	Phone number	Email
Co-Channel Agency Name/Contact	Phone number	Email Address Concurrence (Y/N)
		Concurrence (_N_)
		Concurrence (_N_)
		Concurrence (_N_)
		Concurrence (_N_)
		Concurrence (_N_)
		Concurrence (_N_)
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