

Collocation Process Flowchart

KGI understands tower licensing—the regulations, the people who make it happen, and what it takes to win. We work with attorneys, engineers, zoning coordinators and city councils, and we're always looking for ways to streamline and simplify the collocation process. We keep the systems up, the moaning and groaning down, and stay focused on the details so you can do what you do best.

The licensing process begins with a phone call to KGI's Austin Call Center. We promptly open a Collocation Application Worksheet and get the ball rolling right away.

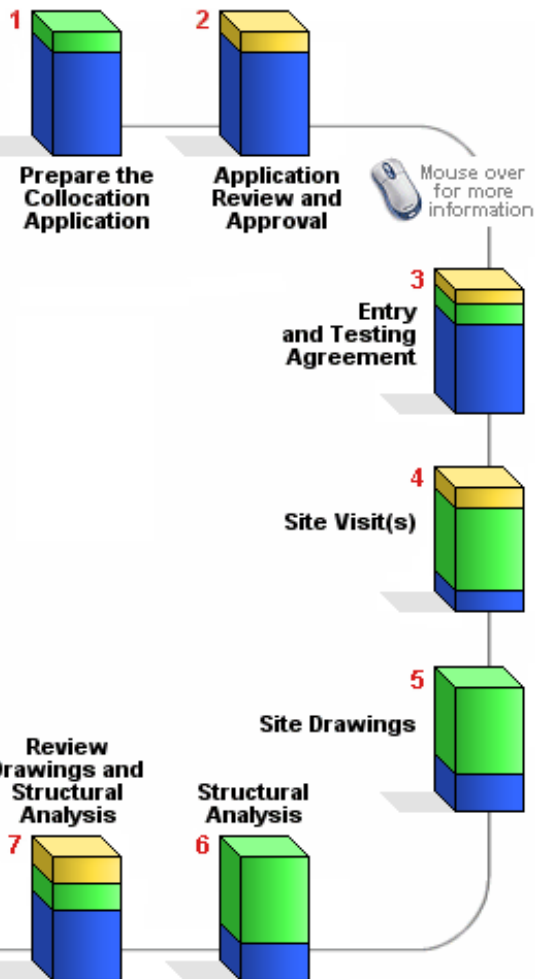
(see the Worksheet on page 5)



KGI is chalked up and ready to get the application ball rolling...



10
License Commencement



1. Prepare the Collocation Application

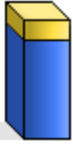
Each step of the process displays who is responsible, and the percentage of their responsibility, color-coded as follows:



Prospective licensees call KGI's Austin Call Center and discuss collocation plans, equipment specifications, and on-air requirements. KGI interviews and qualifies each applicant, collects contact and other essential information and completes the Collocation Application Worksheet.

During this interview, KGI and the applicant can view tower photographs, maps, and other site data using KGI's WebMap System and Tower Profiles. When the interview is complete, we save the worksheet and the information is transferred to KGI's License Management.

KGI's License Management System provides the tools for efficient due diligence before, during and after license commencement. KGI is equipped and ready to organize and centralize your tower collocation program now and in the coming years.



2. Application Review and Approval

KGI reviews the collocation application for completeness and submits the application to the tower owner for final approval.

KGI manages the entire collocation application process. We are a single point of contact for everyone: tower owner, land owner, attorneys, engineers, site technicians, and others. We outperform others who rely on paper systems by reducing time-to-market by as much as 60 days, and we provide a level of personal service that tower owners appreciate.

KGI's initial review process includes:

- a) Verify all site information with tower owner
- b) Ensure that initial plans for installed equipment are within pre-approved guidelines
- c) Review the ground lease, if applicable
- d) Negotiate sublease permission with prime landlord, if applicable
- e) Obtain a copy of the title policy, if applicable.

KGI reviews each application for completeness and sends the application package to the tower owner for approval. The Application Fee, paid by the collocation applicant to KGI, is now payable.



3. Entry and Testing Agreement

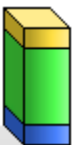
KGI prepares the Entry and Testing Agreement for the collocation applicant.

Applicants requesting access to the property or entry into the compound for any reason are required to sign an Entry and Testing Agreement.

KGI will prepare a standard Entry and Testing Agreement (pre-approved by the tower owner) and send the document to the applicant for review and signature. The agreement provides for adequate types and levels of insurance, and clearly establishes both parties' rights and obligations pertaining to:

- a) The period that site testing can occur
- b) Testing and visitor conduct guidelines while evaluating the site's suitability.

In addition, proof of insurance, typically provided as an ACORD certificate, is required prior to site access.



4. Site Visit(s)

KGI will coordinate a joint site visit between the tower owner's representative and the applicant.

KGI is your single point of contact for all collocation matters. Our services include the coordination of one or more site visits for the applicant's and tower owner's representatives.

The site visit allows the applicant to inspect the compound and discuss various engineering and construction issues related to: shelter capacity, rack space, utility services availability, backup power generation, current and proposed equipment locations, tower obstructions, and other issues.

KGI Wireless

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For more information, contact Mike@KGIWireless.com, call 512.345.9595 or visit KGIWireless.com

Every collocation application receives the same attention to detail and expert service. We've created a business model that is customer driven and personalized. Each application is serviced by a single KGI account manager from the date of assignment to your final inspection. If you have a question, a problem, or you need answers, KGI's service is responsive, first-class and friendly.



5. Site Drawings

Site drawings are required and include a plot plan, and the proposed placement of equipment on and around the tower.

KGI coordinates the development and distribution of all construction drawings.

The applicant is responsible for the design, production, and delivery of these documents to KGI. When the drawings are complete, KGI digitizes the documents and forwards them to the tower owner for approval and signature.

KGI is readily available to answer construction drawing related questions regarding equipment type, configuration, placement, and other collocation matters.



6. Structural Analysis

Each collocation application requires a structural analysis report that includes a professional engineer's stamp.

Before a collocation license can be approved, a complete structural analysis by a qualified engineer is required. KGI's services include coordinating the structural analysis and providing a list of qualified firms, if requested.

KGI requires that the report include a statement of the tower's current and future structural capacity. If tower upgrades or replacement is warranted, KGI will forward the report to the tower owner for review and approval.

All expenses related to the structural analysis are paid by the applicant.



7. Review Drawings and Structural Analysis

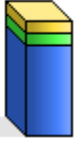
KGI will review the site's drawings, proposed hardware and equipment plan, and structural analysis report.

KGI's services include the first review of all construction drawings and the structural analysis report. If the drawings are acceptable and the analysis is favorable, the documents are digitized and forwarded to the tower owner for approval.

If the tower requires a structural upgrade or needs to be replaced, KGI asks the applicant to get bids for the work from pre-approved tower contractors.

Upgrade or replacement costs and logistics are reviewed by KGI and the tower owner and if approved, are incorporated into the license agreement. In most cases, these costs are the responsibility of the applicant. License fee abatement may be offered to reduce the tenant's upfront expenses.

Tower structural decisions often require multiple reviews. KGI is at the center of this review and revision process, ensuring that the plan and related costs are acceptable to the tower owner and the collocation applicant.



8. Execute Agreement

KGI finalizes the license agreement and distributes the signed originals.

KGI's Master License Agreements (MLAs) cover a majority of the tower space licenses. Our MLAs include a 2-page exhibit of site-specific information and other attachments including, a property deed or ground lease, a list of equipment items to be installed at the site and construction drawings.

Once the documents and exhibits are approved and signed by the applicant, they are returned to KGI for review, and if acceptable, forwarded to the tower owner for final review and signature.

Fully signed original agreements are distributed as follows: one copy is retained by the tower owner; one copy is mailed to the applicant, and one copy is retained in KGI's Master File. A digitized copy of the executed agreement is stored in the License Management System.



9. Final Due Diligence and NTP

KGI coordinates all matters relating to due diligence and the collocation applicant's Notice to Proceed.

KGI coordinates fulfillment of all applicable due diligence items, including:

- a) FAA and FCC registrations
- b) Intermodulation/non-interference studies
- c) MPE study
- d) Phase I environmental study
- e) National Environmental Policy Act compliance
- f) State Historic Preservation Office compliance
- g) Form 2-C, surveyor's verification of geodetic coordinates, ground elevation, etc.
- h) Zoning and permitting documents
- i) IRS Form W-9 (Tax ID) for KGI and tower owner
- j) Notice To Proceed (NTP).



10. License Commencement

The collocation license typically commences when construction begins.

KGI's License Management System tracks collocation application activity and monitors license execution and commencement dates. KGI's ongoing investment in network and web-based technology and infrastructure are your best assurance that our contract renewal notices and invoice reminders are timely and accurate. Once construction begins, KGI's account managers remain connected and assist when needed to facilitate the project's closure.


Collocation Application Worksheet for Verizon Wireless

R Tower number: 95002
 R City and State: Austin TX
 R Application: Cellular PCS
 R Licensee: Verizon Wireless
 Centerline: 60 feet
 Equipment: 12-panel PCS Array
 Shelter space: 10 length 20 width
 Timeframe: 2003 Jul Aug Sep

Profile TBD History
 WebMap

Carriers Add Calendar Terms

Comments
 01/28/2003 Spoke with Mark Miller who indicates that the antenna array drawings and the ground space requirements will be sent by FedEx next week. There is a 20 foot by 30 foot concrete pad on the east side and adjacent to the building. Verizon Wireless is interested in using that concrete pad for their shelter. Call Mark on Tuesday, July 1, 2003 for follow-up.

Elevation AMSL 874 Height 80

 KGI 95002

Look up Edit Email

R Contact name: Mark Miller
 Telephone: 800.555.1212 Office
 Telephone: 800.555.1213 Cell
 Email address: Mark@MMillerConsultants.com

Record status: Select... Save Worksheet

Account History for Mark Miller

Creation Date Eastern time	Worksheet	Tower	Tower City and State	Licensee	Application	Status
6/12/2002 3:50:15 PM	186	10448	Marysville KS	Sprint PCS	Cellular PCS	Application Completed
8/14/2002 5:48:11 PM	233	00548	Waco TX	AT&T Wireless	Cellular PCS	Application Completed
12/16/2002 8:09:20 AM	432	11267	Long Prairie MN	Nextel	Cellular PCS	Application Completed
2/11/2003 2:27:06 PM	1726	10417	Ennis TX	Verizon Wireless	Cellular PCS	Pending Signature and Fee

Worksheet Fields are Populated for Illustration Only

Figure 1. KGI's Collocation Application Worksheet. Prospective licensees call KGI's Austin Call Center and discuss collocation plans, equipment specifications, and on-air requirements. KGI interviews and qualifies each applicant, collects contact and other essential information and completes the Collocation Application Worksheet.

For more information, call or contact



Mike Kampen, Principal
 512.345.9595 Ext 210

KGI
 Suite 1120
 8911 North Capital of Texas Highway
 Austin, Texas 78759 USA