



Transition  
Administrator

The Official Reconfiguration Manager

# Reconfiguration Completion: When is Your Reconfiguration *Really* Done?

**September 29, 2009**

## Microsoft Live Meeting – How To

- Question & Answers
- Feedback
- Full Screen – Small Screen (F5)
- Phones
- Reentering the Meeting
- PDFs and Website  
(<http://www.800ta.org/content/ipswebinars.asp>)

***OBJECTIVE: Gain a better understanding of the milestones needed to complete reconfiguration***

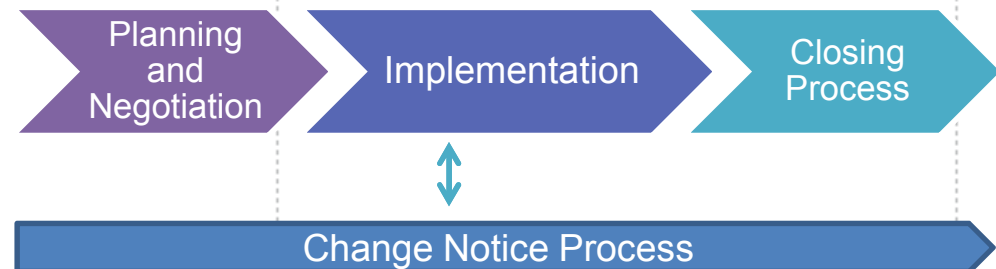
- Overview
- Stages of Reconfiguration
- Reconfiguration Completion Status
- Summary/Wrap-Up Activities
- Questions and Answers



As licensees complete negotiations, execute their Frequency Reconfiguration Agreements (FRA), and commence physical retune (implementation) activities, it is important to note the key milestones to be satisfied for your reconfiguration to be deemed complete.

## The four key stages of reconfiguration are:

- FRA Execution
- Physical Retune
- Closing/Actual Cost Reconciliation (ACR)
- Certification(s)



## 1. Execute Your Frequency Reconfiguration Agreement

- Provide Contact Information to the TA
- Submit Request for Planning Funding, if Necessary
- Document Subscriber Equipment and Infrastructure Facilities Inventories
- Define Interoperability Environment
- Evaluate Proposed New Frequencies
- Prepare Cost Estimate
- Negotiate Frequency Reconfiguration Agreement with Sprint Nextel

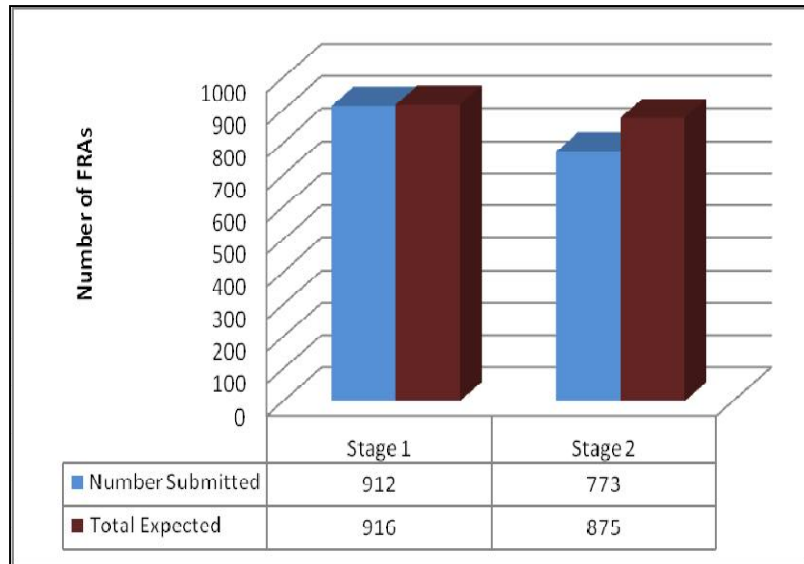
### 2. Complete Your Physical Retune

- File FCC applications for license modification to add new frequencies
- Inform Sprint Nextel of the date you need your new frequencies and arrange a clearing schedule with Sprint Nextel
- Sprint Nextel clears your new frequencies
- Reconfigure your subscriber units and infrastructure according to your reconfiguration project plan
- System Cutover
- Complete Acceptance Testing, if required
- Complete FCC applications for license modification to delete old frequencies (FCC Surrender Applications)
- File notice of construction (FCC Form 601 – Schedule K) for new frequencies

# Reconfiguration Completion Status (as of June 30, 2009)

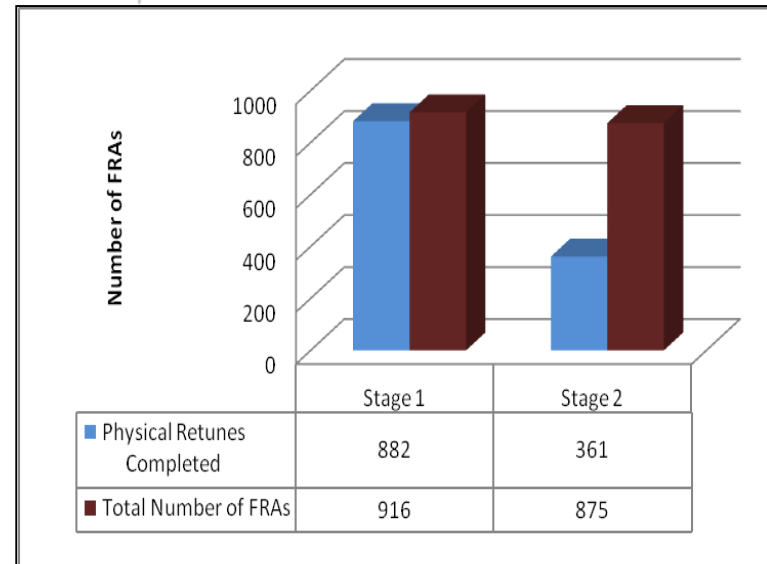
## FRA Negotiations

Non-border *FRA*s Submitted to the TA as of June 30, 2009



## Physical Retune Completion

Non-border *FRA*s with *Physical Retune Complete* as of June 30, 2009



### Observations Regarding Reconfiguration Status:

- The majority of licensees have completed their *FRA* negotiations
- A large number of Stage 2 licensees have not completed their physical retune
- As waivers expire, licensees must file a further request for waiver with the FCC if they need additional time to complete the reconfiguration of their systems

### 3. Complete Closing & Actual Cost Reconciliation Process

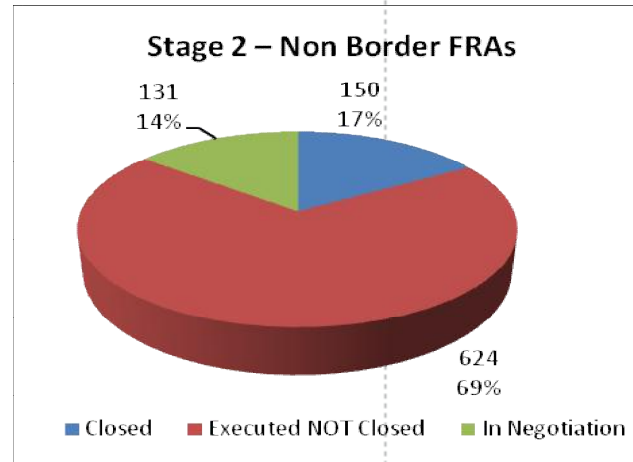
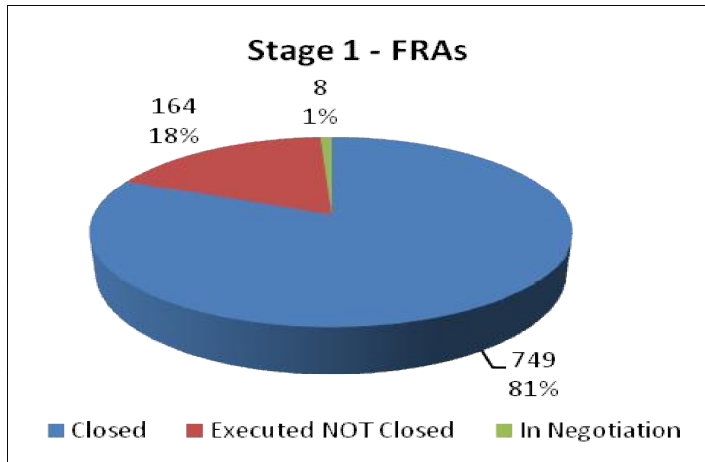
- Submit actual cost supporting documentation to Sprint Nextel, including but not limited to:
  - Receipts
  - Timesheets
  - Invoices
  - Other pertinent vendor information
- Complete true-up process & sign Actual Cost Reconciliation statement
- For additional information on the Actual Cost Reconciliation process, licensees should review the fact sheet available on the TA's Website:  
<http://www.800ta.org/content/resources/processes.asp#acrprocess>.

### 4. Ensure Completion of All Appropriate Filings & Certifications

- Sign and submit to Sprint Nextel a Completion Certification confirming:
  - You have relinquished your original 800 MHz frequencies
  - You have reconfigured your facilities to operate on the replacement frequencies
  - All work required to reconfigure facilities to operate on the replacement frequencies has been satisfactorily completed
  - You have agreed with Sprint Nextel as to the sum paid by Sprint Nextel for such work
- Provide additional supporting documentation, if requested, as part of the review rights (audit) process
- Maintain cost support documentation following contract closing for a minimum of 18 months for FRAs or longer should your organization's document retention policies dictate
- File a notice of construction with the FCC

# Progress of Contracts to Closing (as of June 30, 2009)

Status of FRAs in the Closing Process (after completion of physical reconfiguration)



FRA Status	Non -Border FRAs		
	Total	Stage 1	Stage 2
Closed	899	749	150
Executed Not Closed	789	140	649
In Negotiations	149	5	144
<b>Total</b>	<b>1807</b>	<b>916</b>	<b>876</b>

<b>Total Closed FRAs</b>	<b>899</b>
FRAs Pending TA Completion Certification Review	<b>39</b>
FRAs Pending Closing Process	<b>74</b>
FRAs Pending in the Actual Cost Reconciliation Process	<b>103</b>
FRAs Pending completion of FCC Filings, and Project Management activities	<b>129</b>
<b>Total FRAs for which physical reconfiguration is complete but FRA is not closed</b>	<b>306</b>

## Observations

- Executed not Closed means FRA was executed, but it has not yet gone through the closing process
- 49% of non-border FRAs (Stages 1 & 2) have Closed
- FRAs in the Actual Cost Reconciliation Process = 34% of the FRAs that have completed physical reconfiguration but have not yet closed

## Wrap-Up Activities

- **Implementation Planning Session (IPS):** Attend an IPS, if invited
- **Schedule Management:** Be responsive to the TA's inquiries regarding the status of your implementation activities
- **Equipment:** Return all loaner equipment to Sprint Nextel and ensure all replaced equipment is accounted for and returned to vendor
- **Waiver:** File a further request for waiver with the FCC if you will not have completed your reconfiguration by the waiver date granted by the FCC
- **Change Notice:** Submit a Change Notice if an unanticipated change in cost or scope of work occurs during implementation

## Available Resources

- Reconfiguration Completion Checklist  
[http://www.800TA.org/content/resources/Reconfiguration\\_Completion\\_Checklist.pdf](http://www.800TA.org/content/resources/Reconfiguration_Completion_Checklist.pdf)
- Q1 2009 Quarterly Progress Report  
[http://www.800TA.org/content/reporting/QPR\\_03.31.09.pdf](http://www.800TA.org/content/reporting/QPR_03.31.09.pdf)
- Actual Cost Reconciliation Fact Sheet  
[http://www.800TA.org/content/resources/ACR\\_Fact\\_Sheet.pdf](http://www.800TA.org/content/resources/ACR_Fact_Sheet.pdf)
- Change Notice Fact Sheet -  
[http://www.800ta.org/content/resources/Change\\_Notice\\_Process\\_Fact\\_Sheet.pdf](http://www.800ta.org/content/resources/Change_Notice_Process_Fact_Sheet.pdf)
- Implementation Planning Session, Review Rights  
and Actual Cost Reconciliation Webinars  
<http://www.800ta.org/content/ipswebinars.asp>



# Interactive Q&A

## TA Contact:

Phone: 1-888-800-8220  
Website: [www.800TA.org](http://www.800TA.org)  
Email: [comments@800TA.org](mailto:comments@800TA.org)

## Sprint Nextel Contact:

Fax: 1-866-221-6990  
Email: [800MHzbandreconfiguration@Sprint.com](mailto:800MHzbandreconfiguration@Sprint.com)

## FCC:

Website: <http://www.fcc.gov/pshs/public-safety-spectrum/800-MHz/reconfiguration.html>