



LINCOLN CROSSING TOWER I & II TELECOMMUNICATIONS POLICY

A. INTRODUCTION

It is in the tenant's interest to have a thorough understanding of the building's telecommunications policy. This policy will serve to inform the tenants and service providers, as well as make it more efficient for the building manager to properly administer the communication closet space.

This policy will also serve to avoid misunderstandings with tenant and service providers

B. BACKGROUND

The issue of where services are to be demarcated between the telecommunication utility and building is settled. Colorado is an MPOP (minimum point of present) State. This means that the carrier is only required to establish a single point where they will provide their service in the building to the end-user.

The MPOP is typically established in the basement and within 50 feet of where the telecom cable enters the building. The MPOP is where the utility installs service according to the fee allowed by the PUC (Public Utility Company).

If the customer is located past this MPOP and does not have a cable running to the MPOP, the utility will install cable from the MPOP to the tenant space for additional fees. When a building riser system already exists, the utility may charge the end-user (tenant) to install circuits from the MPOP to the riser and from the riser cable to the tenant space. The riser cable is owned and maintained by the building.

C. RISER SYSTEM MANGEMENT – INFORMATION

As of January 1, 2011, to meet the expanding telecommunications and security needs of our tenants, we have instituted new cable and wiring guidelines. To help ensure these guidelines are followed and your telecommunications systems remain secure, we have selected Summit Riser Systems (SRS) to be our provider for all Vertical Riser cabling installations at 1775 Sherman Street and 1776 Lincoln Street. Only SRS, in most cases, will be granted access to the building's Electrical/Telephone closets going forward.

Summit Riser Systems will be able to manage and control the riser cabling services. The riser is the vertical conduit or path between floors of the building, which carry

telephone lines, and high-speed circuits from the carrier drop-off point located in the lower levels of the parking garage to your floor and backboard. They will also protect the security and integrity of the building's riser system and telecommunications closets.

When you order a new telephone line or circuit, please contact SRS to bring that line from the carrier drop-off point (also known as the Minimum Point of Entry or MPOE) to the backboard located within your suite. Lincoln Crossing has negotiated with SRS to provide fast, quality service. This new riser program does not dictate which carrier you choose for your telecommunications services.

D. RISER SYSTEM MANAGEMENT – PROCEDURES

Example: Your Company needs another phone, fax or data line, please follow the steps below:

1. Call your telecommunications provider (Century Link, Verizon, MCI, Sprint, etc.) and order your line as usual. Your provider will provide the installation date to drop the line off at the minimum point of entry (MPOE). They will usually give you a new telephone number.
2. The next call should be to SRS to notify them of the installation date. SRS will provide a cost estimate for the work and schedule to extend the line from the MPOE to the backboard.
3. At this time, you may also consult with SRS for any in-suite voice and data cabling needs. This includes system design, installation, circuit extensions, moves, adds & changes, phone system, and data networking services, sales, tech support, and installation.

When your provider arrives on the installation date, they will check out the key to the Main Telephone room (MPOE) from the Management office. However, they will not be given the key to enter the building telephone closet on your floor. Only SRS will have access to those keys.