



Preliminary Site Survey

This appendix contains a sample preliminary site survey that you should complete before planning a detailed site survey. This preliminary survey ensures that the basic system requirements have been completed or are underway before detailed site plans are completed.

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Preliminary Site Survey

This table shows a sample preliminary site survey form.

Table 1: Sample Preliminary Site Survey

Preliminary Site Survey	
Order Information	
Sales order number	
Estimated shipping date	
Site ready date	
Installation date	
Site Location and Address	
Company name	
Site address	
Shipping address	
Building or computer room access	

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Special instructions	
Hours and days of operation	
Primary Contact	
Name	
Title	
Phone number	
Mobile phone number	
Fax number	
Pager number	
Email address	
Secondary Contact	
Name	
Title	
Phone number	
Mobile phone number	
Fax number	
Pager number	
Email address	
Delivery and Installation Constraints	
Is there a loading dock available to unload the equipment at this site?	
Is the path to the installation area unobstructed? If not, can special arrangements be made to get the equipment to the installation area? Describe them.	

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On what floor is the installation?	
If it is on a floor other than the ground floor, is there a freight elevator available? Note whether the equipment will have to be brought up a flight of stairs.	
Is there someone on site during working hours to accept delivery of the materials? If not, list the times this person would be available.	
Floor Mounting	
How many chassis will be installed? Is there floor space available for all of the chassis?	
Make a sketch of the area where the chassis is to be installed and note the chassis location.	
Power	
Is AC or DC power available for the chassis? How much power is required? Is there a connection point on the panel for the chassis?	
Is there a fuse access panel (FAP) available for the equipment? Provide a connection point on the FAP for each chassis.	
Will a fuse access panel be installed in time for the routing system installation? Provide a date when the FAP will be installed.	
Is the FAP in the same room as the chassis?	
Is there an AC power outlet (220 V or 110 V) located within 10 feet of each chassis for PCs and test equipment?	

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Is there proper grounding for the equipment? If not, when will the grounding be available? Provide a connection point for the grounding.	
Are there any restrictions when the equipment can be powered on or when electrical work can be done? If so, describe them.	
Are there special requirements for power or power cables (for example, a different wire gauge)? If so, describe them.	
Air Conditioning	
Does the site have the air conditioning capacity to handle the routing system? If not, note what will be done to rectify the lack of adequate cooling.	
Describe the air conditioning at the site.	
Cable Plant	
Have the cables been pulled for all data interfaces? If not, list the outstanding cabling that needs to be installed and the scheduled completion dates.	
Are there connection points on the fiber distribution panel for all optical cables connecting to the routing system?	
Will fiber jumpers be provided? What length of fiber jumper is required to complete the installation?	
What type of fiber connector is used at the site?	
If attenuation is required, will attenuators be provided?	