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7. Special Access Service

7.1 Service Provisioning

Special Access Service provides a transmission path to connect customer designated premises⁽¹⁾ or a customer designated premises and a WATS serving office, either directly or through a Telephone Company Hub where bridging or multiplexing functions are performed or to connect a customer designated premises and a Telephone Company Hub where cross connection functions are performed. Special Access Service includes all exchange access not utilizing Telephone Company end office switches.

The connections provided by Special Access Service can be either analog or digital. Analog connections are differentiated by spectrum and bandwidth. Digital connections are differentiated by bit rate.

Telephone Company Centrex CO-like switches and Telephone Company Answering Service Concentrators are considered to be customer premises for purposes of administering conditions and rates.

7.1.1 Service Configurations

Common types of service configurations over which Special Access Services may be provided are described following:

(A) Two-Point Service

A two-point service connects two customer designated premises, either on a directly connected basis or through a hub where multiplexing, Network Reconfiguration Service, or Transport Resource Management Service functions are performed.

(B) Multipoint Service

Multipoint service connects three or more customer designated premises through a Telephone Company Hub.

Only certain types of Special Access Service are provided as multipoint service. These are so designated in the Service Descriptions.

There is no limitation on the number of mid-links (channels between hubs) available with multipoint service. However, when more than three mid-links are provided in tandem, the quality of the service may be degraded.

Multipoint service utilizing a customized technical specifications package will be provided when technically possible. If the Telephone Company determines that the requested characteristics for a multipoint service are not compatible, the customer will be advised and given the opportunity to change the order.

7.1.2 Types of Channels

Channel types are provided in the Service Description.

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7.1.3 Hubs

(A) General

A hub is a Telephone Company designated serving wire center at which bridging, multiplexing or network reconfiguration functions are performed.

- The bridging functions connect three or more customer designate premises in a multipoint arrangement.
- The multiplexing functions channelize analog or digital facilities to individual services requiring a lower capacity or bandwidth.

Some of the types of multiplexing available include the following:

- from higher to lower bit rate
- from higher to lower bandwidth
- from digital to voice frequency channels.

End to end services may be provided on channels of these facilities to a hub. The transmission performance for the end to end service provided between customer designated premises will be that of the lower capacity or bit rate. For example, when a 1.544 Mbps facility is multiplexed to voice frequency channels, the transmission performance of the channelized services will be Voice Grade, not High Capacity.

(B) Types of Hubs

There are two types of bridging hubs and three types of multiplexing hubs. Bridging hubs are either intermediate or terminus. Multiplexing hubs are intermediate, super intermediate or terminus. The definitions for these hubs are as follows:

(1) Intermediate Bridging Hub

An intermediate bridging hub provides for the connection of three or more customer designated premises to form a Special Access multipoint service serving itself and a specified number of subtending wire centers.

Single office(s), subtending from different intermediate bridging hubs, that are to be bridged with multiple offices subtending from a common intermediate bridge will be bridged with the multiple offices at the common bridging hub.

(2) Terminus Bridging Hub

A terminus bridging hub provides for the connection of three or more customer designated premises to form a Special Access multipoint service within that bridging hub. For the purpose of multipoint service, the only instance when a terminus bridging hub may be connected to another office will be to interconnect to another bridging office when a bridging function is being performed.

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(3) Intermediate Multiplexing Hub

An intermediate multiplexing hub converts from higher to lower bit rate, or bandwidth, or from digital to voice grade channels, serving itself and a specified number of subtending wire centers.

(4) Super Intermediate Multiplexing Hub

A super intermediate multiplexing hub converts from higher to lower bit rate, or bandwidth, or from digital to voice grade channels, serving itself and/or subtending wire centers in an entire LATA, or one or more Numbering Plan Areas (NPAs).

(5) Terminus Multiplexing Hub

A terminus multiplexing hub converts from higher to lower bit rate, or bandwidth, or from digital to voice grade channels, serving customers in that wire center only.

7.1.4 Ordering Options and Provisions

Each channel type is identified as a type of Special Access Service. However, such identification is not intended to limit a customer's use of the channel nor to imply that the channel is limited to a particular use. For example, if a customer's equipment is capable of transmitting voice over a channel that may be identified as a Metallic Service, there is no restriction against doing so.

Customers can order a basic channel and select from a list of available transmission parameters and channel interfaces to meet specific communications requirements.

Additionally, the customer may specify optional features and BSEs for the individual channels derived from the facility to further tailor the channels to meet specific communications requirements. Descriptions of the optional features, BSEs and functions available are set forth in the Service Descriptions.

Descriptions of the types of multiplexing available at the hubs, as well as the number of individual channels which may be derived from each type of facility are set forth in the Service Descriptions.

When ordering multipoint service, bridging or multiplexing, the customer will select the designated bridging hub(s) for his serving wire center from the National Exchange Carrier Association, Inc. Tariff F.C.C. No. 4 and will select the appropriate subtending wire centers from the Subtending Wire Center Section of F.C.C. No. 4. Different locations may be designated as hubs for different facility capacities, e.g., multiplexing from digital to digital may occur at one location, while multiplexing from digital to analog may occur at a

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different location.

Special Access Service is ordered under the Access Order provisions set forth in Section 5 (Ordering Conditions). Also included in that section are other charges which may be associated with ordering Special Access Service (e.g., Service Date Change Charges, Cancellation Charges, etc.). Other ordering provisions may be located in the individual service sections of this Guidebook.

Ordering provisions as set forth in Section 2 for Jointly Provided Access Services will apply when more than one Exchange Telephone Company is involved.

7.1.5 Alternate Use

Alternate Use occurs when a service is arranged by the Telephone Company so that the customer can select different types of transmission at different times. A customer may use a service in any privately beneficial manner. However, where technical or engineering changes are required to effectuate an alternate use, the Telephone Company will make such special arrangements available on an individual case basis as set forth in Section 12 (Specialized Service or Arrangements).

7.1.6 Diversity

A customer may require a diverse route for services. Facilities for the diverse route may be provided under Special Construction. Other diversity options may be available for services as detailed in this Guidebook.

7.1.7 Acceptance Testing

Testing and test results are available as described in Additional Labor and Testing Services.

7.1.8 Design Layout Report

At the request of the customer, the Telephone Company will provide the make-up of the facilities and services provided as Special Access Service to aid the customer in designing its overall service. This information will be provided in the form of a Design Layout Report. The Design Layout Report will be provided to the customer at no charge, and will be reissued or updated whenever the facilities are materially changed.

7.2 Rate Conditions

This section contains the specific conditions governing the rates and charges that are applicable to Special Access Service. Changes to rates, including rate stability plans, may occur as a result of F.C.C. action.

Rates and charges for Special Access Service are set forth in 7.3 following, the service sections within this Guidebook, and in the Metropolitan Statistical Areas (SAs) sections detailing where the

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Telephone Company has received Phase II pricing flexibility pursuant to Subpart H of Part 69 of the Commission's Rules.

Jurisdictional proration of rates and charges is set forth General Conditions. Where Access Services are jointly-provided, additional conditions are likewise set forth in General Conditions.

7.2.1 Rate Elements

Basic rate elements which apply to Special Access Service are:

(A) Channel Termination

The Channel Termination rate element provides for the communications path between a customer designated premises and the serving wire center of that premises, or for the communications path within a building which connects a customer's facilities with a customer designated premises without routing through the serving wire center.

Included as part of the Channel Termination is a standard channel interface arrangement which defines the technical characteristics associated with the type of facilities to which the access service is to be connected at the Point of Termination (POT) and the type of signaling capability, if any. The signaling capability itself is provided as an optional feature as set forth in (C) following.

One Channel Termination charge applies per customer designated premises at which the channel is terminated. This charge will apply even if the customer designated premises and the serving wire center are both located in the same Telephone Company building.

(B) Channel Mileage

The Channel Mileage rate element provides for the transmission facilities between the serving wire centers associated with two customer designated premises, between a serving wire center associated with a customer designated premises and a Telephone Company Hub, between two Telephone Company Hubs, or between a serving wire center associated with a customer designated premises and a WATS serving office.

A flat rate and a rate per mile applies to Channel Mileage.

(C) Optional Features, BSEs and Functions

The various Optional Features and Functions rate elements provide for optional features, BSEs and functions which may be added to a Special Access Service to improve its quality or utility to meet specific communications requirements. These are not necessarily identifiable with specific equipment, but

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rather represent the end result in terms of performance characteristics. Although the equipment necessary to perform a specified function may be installed at various locations along the path of service, it will be charged for as a single rate element.

Examples of Optional Features, BSEs and Functions that are available include, but are not limited to, the following:

- Signaling Capability
- Hubbing Functions
- Conditioning
- Transfer Arrangements

(D) Service to Service Through Connect Arrangement

The Service to Service Through Connect Arrangement rate element provides for an interconnection of like services in a Telephone Company Hub or serving wire center. The customer billed for the through connect arrangement will be responsible for all billing associated with the interconnection.

(E) Collocation Transport

Collocation Transport provides for the transmission facilities between collocation arrangements located in Telephone Company Central Offices.

There are two components of Collocation Transport.

- Inter/Intra Office Fixed

Inter/Intra office fixed rate element provides for the electronic equipment required to terminate a channel between two collocation arrangements located either in the same central office (intra) or in two separate central offices (inter).

When the Intra Office Fixed channel is ordered between two collocation arrangements that are for the same collocator, it will be provisioned as a temporary arrangement and will be in service until the collocator's own facilities are installed, not to exceed 150 days. There is no additional charge to disconnect these temporary facilities.

- Inter Office Per Mile

The Per Mile charge provides for the electronic equipment and facilities necessary to provide the interoffice transport between two collocation arrangements.

7.2.2 Monthly Rates

Monthly rates are flat recurring rates that apply each month or fraction thereof that a Special Access Service is provided. For billing purposes, each month is considered to have 30 days.

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7.2.3 Daily Rates

Daily rates are flat recurring rates that apply to each 24 hour period or fraction thereof that a Special Access Service provided for part-time or occasional use. For purposes of applying daily rates, the 24 hour period is not limited to a calendar day.

7.2.4 Nonrecurring Charges

Nonrecurring charges are one-time charges that apply for specific work activity (i.e., installation or change to an existing service). The types of nonrecurring charges that apply for Special Access Service are:

- Installation of Service
- Installation of Optional Features, BSEs and Functions
- Installation of Service to Service Through Connect Arrangements
- Service Rearrangements.

(A) Installation of Service

Nonrecurring charges apply to each service installed. These charges are set forth for the Channel Termination rate element and are applied per circuit on a first and additional basis for each service ordered. The initial circuit incurs the first nonrecurring charge for each Channel Termination associated with that circuit. Each subsequent circuit incurs the additional nonrecurring charge for each Channel Termination associated with that additional circuit.

In order to receive the benefit associated with ordering multiple circuits, the following criteria must be met:

- Same Access Service Order
- Same Application for Service Date
- Same Due Date
- Identical Services
- Same Billing Account Number (BAN)
- Same Originating and Terminating Customer Designated Premises

(B) Installation of Optional Features, BSEs and Functions

Nonrecurring charges apply for the installation of some of the optional features, BSEs and functions available with Special Access Service. The charge applies whether the feature, BSE or function is installed coincident with the initial installation of service or at any time subsequent to the installation of the service.

(C) Installation of Service to Service Through Connect Arrangements

Nonrecurring charges apply for the work activity

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necessary to provide the intraoffice connection between dedicated, like services.

(D) Service Rearrangements

Service Rearrangements are changes to existing (installed) services which do not result in either:

(1) a change in the minimum period requirements as set forth in Ordering Conditions, or

(2) a change in the physical location of the point of termination at a customer designated premises.

Changes which result in the establishment of new minimum period obligations are treated as disconnects and starts. Changes in the physical location of the point of termination are treated as moves.

The charge to the customer for the service rearrangement is dependent on whether the change is administrative only in nature or involves actual physical change to the service.

(1) Certain administrative changes will be made without charge to the customer. These administrative changes are as follows:

- Change of customer name, (i.e., the customer of record does not change but rather the customer of record changes its name--e.g., ABC Communications to All Business Concepts Communications).
- Change of customer's or customer's end user premises address when the change of address does not involve a physical relocation of the service.
- Change in billing data (name, address, contact name, or telephone number).
- Change of agency authorization.
- Change of customer test line number.
- Change of customer's or customer's end user contact name or contact telephone number.
- Change of jurisdiction.

(2) When a customer requests a change in the customer of record (i.e., existing access service is provided and billed to a different entity), a nonrecurring charge will apply. This change is considered an administrative service rearrangement when the new customer assumes liability for all current and prior charges for the service(s) and has complied with the conditions as set forth in General Conditions for the Assignment and Transfer of Facilities, and no physical relocation or rearrangement of the service is required.

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- (3) When a customer requests the following administrative changes, a nonrecurring Service Rearrangement Charge will apply per circuit on a first and additional basis for the following change or combination of changes requested on the same Access Order. Each leg of a multipoint service will be treated as a separate circuit and nonrecurring charges will apply per leg on a first and additional basis. If a change(s) for more than one multipoint service is requested on the same Access Order, one First nonrecurring charge will apply to a leg of the first multipoint service. One Additional nonrecurring charge will apply to each of the remaining legs of all multipoint services on the same Access Order. The customer requesting administrative service rearrangements will be responsible for all billing associated with the changes requested.
- Change of Access Carrier Name Abbreviation (ACNA).
 - Change of Billing Account Number (BAN) (e.g., a customer requests to aggregate all voice grade circuits on one BAN).
 - Change of customer Circuit Identification (CKR).
- (4) When a change of customer name and change in billing data (name, address, contact name, or telephone number) are requested in association with a change in the customer of record, the Access Order Charge will apply as set forth in Section 5.
- (5) If the change involves the addition of other customer designated premises to an existing multipoint service, the nonrecurring charge for the Channel Termination rate element will apply. The charge(s) will apply only for the location(s) that is being added.
- (6) If the change involves the addition of an optional feature, BSE or function which has a separate nonrecurring charge, that nonrecurring charge will apply.
- (7) If the change involves changing the type of signaling on a Voice Grade service, a charge equal to the Voice Grade channel termination rate element nonrecurring charge will apply. The charge will apply per service termination affected.
- (8) For all other changes, including the addition of an optional feature, BSE or function without a separate nonrecurring charge, and the re-termination of circuits in a Network Reconfiguration Service Hub or Transport Resource

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Management Service Hub, a charge equal to a channel termination rate element nonrecurring charge will apply. Only one such charge will apply per service, per change.

7.2.5 Surcharge for Special Access Service

(A) General Description

The Special Access Surcharge in 7.4 (A) applies to all jurisdictionally interstate special access facilities ordered from this Guidebook unless exempted as specified in (B) following.

All such facilities terminated at an end user's PBX or other device that connect the special access facility with local exchange lines or trunks, irrespective of whether the interconnection capability exists in the customer's premises equipment or in a Centrex CO type switch are subject to the surcharge.

(B) Exemption Certification

(1) The special access facility will be exempted from the monthly surcharge if the customer provides the Telephone Company written certification or an Access Service Request (ASR) indicating that the interstate special access facility termination is one of the following:

- (a) An open-end termination in a Telephone Company switch of an FX line, including CCSA and CCSA-equivalent ONALs; or
- (b) An analog channel termination that is used for full-time radio or television program transmission; or
- (c) A termination used for TELEX service; or
- (d) A termination that by the nature of its operating characteristics could not make use of Telephone Company common lines; or
- (e) A termination that interconnects either directly or indirectly to the local exchange network where the usage is subject to Carrier Common Line charges such as, where the special access facility accesses only

-FGA and no local exchange lines, or

-special access facility between customer

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points of termination, or

-special access facility connecting CCSA or CCSA-type equipment (inter-machine trunks); or

(f) A termination that the customer certifies to the Telephone Company is not connected to a PBX or other device capable of interconnecting the special access facility to a local exchange subscriber line, or the PBX or other device has been rendered incapable of interconnection by software or hardware changes.

(2) Exemption certification shall be in the form of an ASR or written notification to the Telephone Company. Such notification shall be provided by the customer (1) when ordered or installed or (2) at such time as the facility is re-terminated to a device not capable of interconnecting to the local exchange network, or (3) at such time as the special access facility becomes associated with a Switched Access Service that is subject to Carrier Common Line charges.

If certification is not received at the time the special access facility is obtained, the surcharge will be applied. Exempt status will become effective on the certification date indicated by the customer, subject to the conditions following.

The exemption certification is to be provided by the customer ordering the service. If written, the certification must be signed by the customer or authorized representative. The ASR or written certification must include the category of exemption, as set forth in (B) preceding, for each termination, and the date which the exemption is effective.

The customer shall also notify the Telephone Company when an exempted Special Access Service is changed or re-terminated such that the exemption is no longer applicable.

(C) Surcharge Credits

The Telephone Company will cease billing the Special Access Surcharge when certification that the special access facility has become exempt from the surcharge, as set forth in (B) preceding, is received. If the

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status of the special access facility was changed prior to receipt of the exemption certification, the Telephone Company will credit the customer's account, not to exceed ninety (90) days, based on the effective date of the change specified by the customer in the letter of certification.

(D) Surcharge Billing

The monthly Special Access Surcharge applies to special access facilities arranged, as set forth in (A) preceding, on a per voice grade channel equivalent basis as shown in the following example.

<u>Private Line Facility</u>	<u>Voice Grade Equivalent</u>		<u>Surcharge</u>	=	<u>Monthly Charge</u>
Group	12	x	\$25	=	\$300.00
DS1	24	x	\$25	=	\$600.00

In the case of multipoint special access facilities, one Special Access Surcharge will apply for each termination of a special access channel at an end user's premises.

The Telephone Company will bill the surcharge to the customer who orders the special access facility unless the facility is exempt as set forth in (B) preceding.

7.2.6 Mileage Measurement

The mileage to be used to determine the monthly rate for the Channel Mileage is calculated on the airline distance between the locations involved, i.e., the serving wire centers associated with two customer designated premises, a serving wire center associated with a customer designated premises and a Telephone Company Hub, two Telephone Company Hubs or a serving wire center associated with a customer designated premises and the WATS serving office. The serving wire center associated with a customer designated premises is the serving wire center from which the customer designated premises would normally obtain dial tone.

To determine the rate to be billed, first compute the mileage using the V&H coordinates method, as set forth in the National Exchange Carrier Association, Inc. Tariff F.C.C. No. 4, then find the band into which the computed mileage falls and apply the rate for that band. When the calculation results in a fraction of a mile, always round up to the next whole mile before determining the mileage and applying the rates.

When hubs are involved, mileage is computed and rates applied separately for each section of the Channel Mileage, i.e., customer designated premises serving wire

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center to hub, hub to hub and/or hub to customer designated premises serving wire center. However, when any service is routed through a hub for purposes other than requested by the customer (e.g., the Telephone Company chooses to so route for test access purposes), rates will be applied only to the distance calculated between the serving wire centers associated with the customer designated premises.

7.2.7 Moves

A move involves a change in the physical location of one of the following:

- The service facility
- The Point of Termination at the customer's premises
- The customer's premises

Charges are dependent on the type of move requested by the customer.

7.2.8 Minimum Periods

The minimum service period for all services is one month unless noted otherwise.

7.2.9 Facility Hubs

The Telephone Company will commence billing the monthly rate for the facility to the hub on the date specified by the customer on the Access Order. Individual services utilizing these facilities may be installed coincident with the installation of the facility to the hub or may be ordered and/or installed at a later date, at the option of the customer. The customer will be billed for a Channel Termination, Channel Mileage (when applicable) and the Multiplexer at the time the facility is installed. Individual service rates (by service type) will apply for a Channel Termination and additional Channel Mileage (as required) for each channelized service.

When cascading multiplexing is performed, whether in the same or a different hub, a charge for the additional multiplexing unit also applies. When cascading multiplexing is performed at different hubbing locations, Channel Mileage charges also apply between the hubs.

The Telephone Company will designate certain hubs for multipoint configurations and cross-connection of full-time and/or part-time services. A customer can order full-time and/or part-time service(s) between customer designated premises and a hub and will be billed accordingly at the rates set forth in 7.3 (Service Descriptions, Rates and Charges) for the full-time or part-time service, as appropriate. At the request of a customer, the full-time and/or part-time services provided to the hub may be connected together in the following configurations: full-time to full-time, full-time to part-time or part-time to part-time. The customer will be charged for each such connection made at the rates for Other Labor as set forth in Section 13. The rates that apply for the service between each customer designated premises and the hub are a Channel Termination and Channel

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premises and the hub are a Channel Termination and Channel Mileage, if applicable.

7.2.10 Shared Use

Shared use is the provision of Switched Access and Special Access High Capacity services over the same transmission path through the use of a common interface.

Ordering provisions for shared use facilities are set forth in Ordering Conditions (Shared Use).

Existing Special Access High Capacity Service facilities can be converted to shared use facilities by activating a portion of available capacity for Switched Access. Services provided over a shared use facility are ordered, provided and rated either as Switched Access or as Special Access (i.e., Channel Termination, Channel Mileage and Multiplexing) as set forth following:

- (A) On shared use facilities, the customer for the Switched Access Service may be different from the customer for the Special Access Service. When the Switched Access Customer is not the same as the Special Access Customer, all Special Access charges and Switched Transport charges (including Switched Transport features charges) will be billed to the customer who initially ordered the facility. All other Switched Access charges will be separately billed to the customer who ordered the Switched Access Service.
- (B) When an existing Special Access High Capacity Service facility is converted to a shared use facility by using an available portion of the capacity for Switched Access Service, the applicable nonrecurring charges (including the Access Order Charge) will be the nonrecurring charges associated with the Switched Access service being ordered.
- (C) The customer must place an order for each individual Switched or Special Access service utilizing the shared use facility and must also specify the channel assignment for each service.
- (D) All channels within a shared use facility will be rated and billed as set forth in (1) through (6) following:
 - (1) When a DS1 facility is ordered and provisioned as Switched Access, all channels, including spares, will be rated and billed as Switched Access until such time as the DS1 facility becomes shared use.
 - (2) When a DS1 facility is ordered and provisioned as a Special Access High Capacity Service, all channels, including spares, will be rated and billed as Special Access until such time as the DS1 facility becomes shared use.
 - (3) Once a DS1 facility, ordered as either Switched or Special Access, becomes shared use, all spare channels on the DS1 facility will be rated and billed as Special Access.

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- (4) On a DS3 shared use facility, ordered either as Switched Access or Special Access, the Switched Access channels on the DS3 facility must equal the cumulative value of the channels (both active and spare) counted as Switched Access on each DS1 facility.

For example, a Switched Access DS1 facility, which contains 20 active and 4 spare channels, is activated on a shared use DS3 facility. The DS1 facility is considered pure switched access and the shared use DS3 facility is prorated by 24 switched channels, i.e., 24/672.

Subsequently, 6 of the switched channels from the Switched Access DS1 facility are disconnected and become spare. Since the DS1 facility is still considered pure switched, the shared use DS3 facility will continue to be prorated by 24 switched channels, i.e., 24/672.

If, at a later date, the Switched Access DS1 facility becomes shared use by the addition of 6 Special Access channels, the DS1 spare channels will then default to Special Access. The DS3 facility will be prorated by 14/672 to reflect the new switched channel value on the shared use DS1, i.e., 14 active switched, 6 active special and 4 spare.

If multiplexing was associated with the shared use facility, the monthly recurring rate for the multiplexer would be prorated in the same manner as the Entrance Facility and Channel Termination.

- (5) Channels being used in conjunction with a CCS/SS7 interconnection service are included in the channel counts for Switched Access.
- (6) While Shared Use of facilities provided for SONET Special Access facilities by Switched Access Transport is permitted, the SONET Special Access facilities continue to be rated as Special Access.
- (E) Customers requesting Service Facility Moves (SFM) of shared use facilities will be assessed nonrecurring charges as specified in 7.2.7 with the nonrecurring charges being prorated as set forth in (D)(1) through (D)(5) preceding.
- (F) When Special Access DS1 service is provided utilizing a channel of a shared use facility to a hub, Special Access DS1 rates will apply for the facility to the hub as set forth preceding and individual service rates will apply from the hub to the customer designated premises. The rates that will apply to the portion from the hub to the customer designated premises will be dependent on the specific type of Special Access Service that is provided (e.g., Voice Grade, Telegraph, etc.). The applicable rates will

include a Channel Termination rate and Channel Mileage rates, if applicable. Rates for optional features, BSEs and functions, if any, associated with the service, will also apply.

7.3 Not in use

7.4 Miscellaneous Rates and Charges

(A) <u>Special Access Surcharge</u>	<u>USOC</u>	<u>Monthly Rate</u>	(T)
Per equivalent voice grade channel	S25	\$25.00	(Z)