EXAMPLE SITE SURVEY LETTER

Site Surveyor Company Name
Address and Phone Number

Project Name:
Customer Name:
Site Address:

RE: Site survey results for (Site Address) and (Project Name)

Overview:
The purpose of this survey was to determine if the Aurora FD 800MHz radio system had adequate coverage in this building as mandated by local fire codes. The minimum acceptable signal level is -88db or better in 90% of the building in accordance with 2009 International Fire Code (IFC) Section 510, Appendix J and City of Aurora Code, Chapter 66-38 Fire Prevention Regulations, 2011 National Electrical Code (NEC) and 2007 National Fire Protection Association Standard (NFPA) 72.

Determination of Site Survey:
A Bi-Directional Amplifier has been installed at this location –or- A Bi-Directional amplifier was not required to be installed at this location.

Method:
For the purpose of this survey we used an (Model) spectrum analyzer. This unit is (Serial Number) and was factory calibrated on (Date). The certified technician that performed the test was (Name). The test was completed on (Date) based on the acceptance test procedures of the 2009 IFC, Section J103.2.4.

When an emergency responder radio coverage system is required, and upon completion of installation, the building owner shall have the radio system tested to ensure that two-way coverage on each floor of the building is a minimum of 90 percent. The test procedure shall be conducted as follows:

1. Each floor of the building shall be divided into a grid of 20 approximately equal areas.
2. The test shall be conducted using a calibrated portable radio of the latest brand and model used by the agency talking through the agency's radio communications system.
3. A maximum of two nonadjacent areas shall be allowed to fail the test.
4. In the event that three of the areas fail the test, in order to be more statistically accurate, the floor may be divided into 40 equal areas. A maximum of four nonadjacent areas shall be allowed to fail the test. If the system fails the 40-area test, the system shall be altered to meet the 90-percent coverage requirement.
5. A test location approximately in the center of each grid area shall be selected for the test, then the radio shall be enabled to verify two-way communications to and from the outside of the building through the public agency's radio communications system. Once the test location has been selected, that location shall represent the entire area. If the test fails in the selected test location, that grid area shall fail, and prospecting for a better spot within the grid area shall not be allowed.
6. The gain values of all amplifiers shall be measured and the test measurement results shall be kept on file with the building owner so that the measurements can be verified during annual tests. In the event that the measurement results become lost, the building owner shall be required to rerun the acceptance test to reestablish the gain values.
7. As part of the installation a spectrum analyzer or other suitable test equipment shall be utilized to insure spurious oscillations are not being generated by the subject signal booster. This test shall be conducted at time of installation and subsequent annual inspections.
Results and Conclusion:
The test results showed passing results in (percentage of building) of the building with the strongest signal at (# db) and the weakest at (# db). City of Aurora requirements outlined in Section 66-38 requires that 90% of the building pass at a signal of -88db or better. Using these parameters it is our conclusion that the (Project Name) building meets all specifications set forth --or- does not meet all specifications set forth.

Project Name:
Customer Name:
Site Address:

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<tr>
<th>Location</th>
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(Example of past site survey)
Thank you for giving us the opportunity to assist you with this RF Survey. Please don't hesitate to contact me with questions or if you require additional information.

Sincerely,

Submitting Agencies Contact