



CROSSROADS BUSINESS PARK

TELEPHONE, DATA, and other LOW-VOLTAGE CABLE INSTALLATIONS

Crossroads Business Park recognizes the importance of low voltage telephone, data, automation and TV communication systems to our tenants. The building also recognizes the need for all cable systems to be installed consistent with Los Angeles County Building and Safety Code, the NFPA 70®: National Electrical Code® (NEC®) 2011, current BICSI Standards, TIA/EIA Standards (including but not limited to) 568(C), 569, 606, 607 and 758 as well as Crossroads Business Park Standards.

To ensure all cable systems meet these requirements, the following guidelines and specific installation requirements are incorporated into all lease agreements:

1. Telecommunication services are provided by the LEC (Local Telephone Company) to the designated MPOE (Minimum Point of Entry). Communication riser distribution closets are conveniently located on each floor. Access to these communications and/or electrical spaces is restricted for safety and proper maintenance purposes. No tenant Telephone, Data, Automation, TV or other distribution equipment is to be installed in them.
2. All tenant communication equipment is to be installed within the confines of the tenant's space. Building common spaces must never be utilized for cable pathways unless arrangements have been made and approved by building management in writing. Cable systems connecting your suite to telephone company services in the Building's riser distribution closets (tie/riser cables), are to be installed ONLY by Crossroads Business Park authorized vendors, without any exception. You may contract directly with a building pre-approved contractor, who will then coordinate the installation with building management.
3. For communication cabling within suites (horizontal cabling) you may select from the Crossroads Business Park list of approved contractors, your equipment vendor, or other fully qualified firm. Your chosen company must hold a valid C-7 or C-10 California contractor's license, must have current valid workers compensation, automobile liability and general liability insurance and have a BICSI RCDD (Registered Communications Distribution Designer) on staff. If you select from other than a building pre-approved cabling contractor, the following must be submitted and approved in writing by Building Management prior to any installation work:
 - a) A recent copy of the contractor's License status (printed) from the CSLB (California State License Board) website at: www.cslb.ca.gov
 - b) A current Certificate of Insurance outlining coverage for workers compensation, automobile liability and general liability insurance. Building insurance limit requirements and specific instructions for structure of the certificate will be provided as a separate document.
 - c) A current Certificate for the BICSI RCDD responsible for Design, Engineering and Installation of your required infrastructure.

PLEASE NOTE: All installations will be inspected upon completion by Building Management's own contracted BICSI RCDD. Any code or standard discrepancies will be corrected. A fee may be assessed for that inspection and/or correction.

4. Within suites, all wall mounted communications equipment, termination hardware and devices will be placed on a FIRE-RATED ¾" plywood backboard (the rating stamp must be visible), UL Listed Rack(s), or within an appropriate UL listed Equipment Cabinet(s). Cable connecting each telephone or computer to other equipment must be installed in accordance with Los Angeles County Building and Safety Code, the NFPA 70®: National Electrical Code® (NEC®) 2011, current BICSI Standards, TIA/EIA Standards (including but not limited to) 568(C), 569, 606, 607 and 758 as well as Crossroads Business Park Standards. Installations will be inspected for compliance on a regular basis.
5. Upon vacating the premises, all low voltage and communications cabling, including tie/riser cables and horizontal cable must be removed. If not removed, the cost of demolition will be deducted from the security deposit.
6. No extension cords may be used to power communication equipment. Tenant shall cause proper electrical service to be available for each installation, consisting of sufficient outlets of the correct voltage and amperage for the equipment specified.
7. Cable installed in any ceiling space must be independently supported a minimum of every four (4) feet utilizing dedicated wire or rod in a method fully compliant to code. Cabling may not lie on ceiling tiles or grid. Cable may not be attached to any existing ceiling supports, sprinkler, water or gas pipes, electrical fixtures, or fire alarm components.
8. Any cable or equipment installed in an air handling space (plenum) must be rated specifically for that use ("plenum" rated cable). If any cable placed in conduit is exposed at any point in a plenum space, it must be plenum rated. In addition, if any fiber-optic innerduct is installed in a plenum space it must be plenum rated and the cable placed inside must also be plenum rated. Please Note: All areas above ceiling level are considered plenum space by Building Management.
9. Any penetration through a rated firewall must use a fire sleeve rated for that purpose. Cable installed through such penetrations must be fire sealed with an approved fire-stop material after each installation to maintain the fire rating and integrity of the wall. Cabling installed within walls will be protected by a conduit from the outlet to a stub-up into ceiling space.
10. Floor penetrations of any kind are not allowed. Where a tenant has spaces on more than one floor and requires special pathways for cabling, those requirements must be submitted to Building Management for approval. Floor X-Rays may be required prior to installation of any floor cores. "Poke-Thru" installations will not be approved, only sleeves or floor monuments that maintain proper fire rating will be allowed. Any installation shall maintain required fire integrity at all times.
11. Tenants should carefully evaluate their requirements to ensure adequate cable is installed to support their current and future needs.

Any questions concerning communication installations should be directed to the Building Manager with Majestic Management Co. at (562) 654-2759.