



## Call Letters \_\_\_\_\_

### Equipment Disposal Services - **Television Transmitter Removal**

#### Document Purpose:

The purpose of this document is to collect information about your transmitter facility so we can better determine what will be required to safely remove your NTSC Analog Transmission System.

This Site Survey document consists of questions regarding access, the physical site, equipment to be removed, and customer needs and/or restrictions. Photographs of suitable resolution will need to be taken and e-mailed.

SES will review the information and reply with an estimate of the time needed on site to disassemble and remove the equipment, along with costs, if any, for special equipment.

#### Special Requirements:

This section describes the items that are the responsibility of the site owner/customer:

- 1) SES does not remove hazardous material. If the customer wishes to have SES coordinate the removal of hazardous materials from the site, SES needs a list and photographs of these materials or suspected materials so that quotes for their removal from an EPA permitted company and any needed removal equipment can be obtained.
- 2) The costs for hazardous material removal and disposal are due at contract signing.
- 3) If the equipment to be removed is co-located with on-air equipment, the Customer is to verify that the removal of the out-of-service equipment will not trip any interlocks with the on-air equipment.
- 4) Electrical power should be disconnected from the equipment prior to SES arrival on site. Breakers must be locked in their open position. Any cables requiring to be removed to disconnect power are included in this section. SES can not open distribution panels to disconnect cables nor will we open circuit breakers.
- 5) Customer is to provide SES with a list of contact phone numbers for applicable station staff, site phone, and local emergency numbers; vehicle permits; identification badges; gate keys/combinations (as needed); and written

instructions regarding special requirements or routines that need to be complied with during the time on site.

- 6) If the equipment to be removed shared waveguide/transmission line with the DTV transmitter, appropriate combiner terminations should be installed prior to SES arriving on site or in coordination of SES work while on site. SES can not install, sweep or tune such equipment.

### Data Collection:

#### Site Access:

##### I. Location:

- a. What is the ASRN # of the site tower? \_\_\_\_\_
- b. Who owns the site? \_\_\_\_\_
- c. What is the approximate mileage of secondary road(s) from TX building to highway or paved county road:  
\_\_\_\_\_
- d. What is the longest truck/trailer that has successfully traveled this road:  
\_\_\_\_\_
- e. What are vehicle weight or size restrictions, if any? \_\_\_\_\_

#### TX Site:

##### I. Parking:

- a. Attach photo(s) or sketch of where we can park trailers and truck.
- b. Attach photo (s) of primary entrance/exit to building including concrete pad
- c. Any parking restrictions during the time we are on site? \_\_\_\_\_
- d. If so please explain. \_\_\_\_\_

##### 2. Overhangs:

- a. Tower bridge location: \_\_\_\_\_
- b. Other low hanging structure, guy wires, power lines or other items as related to road, parking or outside working locations:  
\_\_\_\_\_

##### 3. Building Layout:

- a. Please attach photos and sketch of building interior and equipment layout.
- b. Please indicate on sketch best path for removing large items from the building? \_\_\_\_\_

- 4. Restrictions:
  - a. Building access times: \_\_\_\_\_
  - b. Floor type and loading: \_\_\_\_\_
  - c. Other: \_\_\_\_\_
- 5. Building access:
  - a. Door size and locations relative to the equipment being removed: \_\_\_\_\_
  - b. Door sills and hinge information or photograph(s): \_\_\_\_\_
  - c. Steps or stairs or photographs: \_\_\_\_\_
- 6. Is the transmitter area secured at night? Fences, etc.: \_\_\_\_\_

Description of equipment to be removed:

- 1. List of equipment to be removed from site
  - a. Transmitter
    - i. Manufacturer, Model, Power and Channel: \_\_\_\_\_
    - ii. Cooling method: \_\_\_\_\_
    - iii. Year TX was installed: \_\_\_\_\_
    - iv. TX weight from the transmitter documentation: \_\_\_\_\_
  - b. If the HV power supplies are encapsulated does the oil contain PCB's? \_\_\_\_\_
- 2. Please send photos of items that are to be removed. \_\_\_\_\_

Other Notes: (insert here) \_\_\_\_\_

The above will provide information used to determine equipment needed; time on site; and any special conditions.

**We will not touch anything not put in writing AND physically tagged once we are on site.**

**Method of Response:**

This form can be printed and filled out or electronically filled out, emailed or put on a CD with pictures and mailed to us at: SES; 3514 Clinton Pkwy Ste A-192; Lawrence, KS 66047-2145. E-mail is the preferred method. Our mail server can handle messages to about 37 MB in size. Faxes can be sent to 210.590.0804.

We will respond with an estimate within 3 business days of receiving this completed form. Filling out this form does not obligate anyone. Only the signing of a contract for services signals a commitment.

Best Regards,

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