

North American Numbering Council (NANC)

North American Numbering Plan (NANP) Administration Requirements Document

February 20, 1997

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NANC REQUIREMENTS DOCUMENT
for the Administrative Functions associated with the
North American Numbering Plan

1.0 GENERAL INFORMATION

1.1 Introduction

The purpose of this Requirements Document is to invite the submission of responses, including firm, fixed pricing ("proposals") from entities ("respondents") to provide the collection of funds through a billing and collection agent and administrative and assignment functions associated with the North American Numbering Plan ("NANP"). The respondent selected to provide the administrative and assignment functions associated with the NANP will be the North American Numbering Plan Administrator ("new NANPA").

The NANP is the basic numbering scheme for the public switched telecommunications networks in the following 19 countries (formerly known as World Zone 1): Anguilla, Antigua & Barbuda, Bahamas, Barbados, Bermuda, British Virgin Islands, Canada, Cayman Islands, Dominica, Dominican Republic, Grenada, Jamaica, Montserrat, St. Kitts & Nevis, St. Lucia, St. Vincent & the Grenadines, Trinidad & Tobago, Turks & Caicos Islands, and the United States (including Puerto Rico, the U.S. Virgin Islands, Guam and the Commonwealth of the Northern Mariana Islands). The format of the NANP follows International Telecommunications Union ("ITU") standards as detailed in Recommendation E.164.

This Requirements Document was developed by the North American Numbering Council ("NANC"). The Federal Communications Commission ("FCC") established the NANC to assist in adopting a new model for administration of the NANP ("Administration of the North American Numbering Plan" CC Docket No. 92-237, Report and Order, FCC 95-283, [released July 13, 1995], CC Docket No. 96-98, FCC 96-333).

The NANC is a Federal Advisory Committee established pursuant to the United States Federal Advisory Committee Act, 5 U.S.C., App. 2 (1988) ("FACA"). The NANC was established to advise the FCC and other NANP member countries on issues related to NANP administration, and to advise the Commission on local number portability administration issues in the United States. Among other tasks, the NANC must recommend to the Commission a new NANPA. The NANC will also develop policy recommendations on numbering issues, initially resolve disputes, and select and provide guidance to the new NANPA.

The NANC's Charter under the FACA provides that, in carrying out its responsibilities, the NANC shall assure that NANP administration supports the following policy objectives: (1) that the NANP facilitates entry into the communications marketplace by making numbering resources available on an efficient, timely basis to communications service providers; (2) that the NANP does not unduly favor or disfavor any particular industry segment or group of consumers; (3) that the NANP does not unduly favor one technology over another; (4) that the NANP gives consumers easy access to the public switched telephone network; and (5) that the NANP ensures that the interests of all NANP member countries are addressed fairly and efficiently, fostering continued integration of the NANP across NANP member countries. The NANC will have oversight responsibility for the new NANPA and the Billing and Collection Agent.

Recommendation of the new NANPA and a Billing and Collection Agent will be based upon a comparison and evaluation among the proposals using criteria determined by the telecommunications

industry in conjunction with the NANC. The evaluation of all proposals will take place in two distinct parts: Part 1 - NANPA/Central Office Code Administration and Part 2 - Billing and Collection Agency functions. These two parts may be awarded collectively to one respondent or individually to two different respondents. Further, the requirements associated with the Billing and Collection Agency function are specifically addressed in Section 8.0. No preference or weight will be given to respondents that prepare proposals for both Parts 1 and Part 2. All respondents' proposals will be evaluated as separate and distinct proposals.

Any candidate considering submitting a proposal in response to this Requirements Document should address its ability to perform the functions described in this Requirements Document.

The NANC reserves the right to amend or revise this Requirements Document prior to the Closing Date for Respondent Proposals indicated in Section 1.10 of this Requirements Document. All respondents will be notified in writing of any such changes. The NANC also reserves the right to withdraw this Requirements Document at any time for any reason.

No legal or other obligations are assumed by the NANC or the FCC by virtue of the NANC's issuing of the Requirements Document, or by the NANC's or the FCC's receiving, accepting, and/or evaluating a respondent's proposal, and/or making a respondent selection.

This Requirements Document may include unintended errors, omissions, and/or deficiencies. Therefore, the accuracy and completeness of this document and related documents are not guaranteed. In the event that such errors, omissions, and/or deficiencies are discovered by the respondent, the respondent shall notify the NANC in writing.

1.2 Neutrality

As stated in the Telecommunications Act of 1996 (Section 251(e)(1)), the FCC is required to "create or designate one or more impartial entities to administer telecommunications numbering and to make such numbers available on an equitable basis." Further, as stated in CC Docket No. 92-237, the new NANPA "should be a non-governmental entity that is not aligned with any particular telecommunications industry segment." Accordingly, the NANC, acting through its NANPA Working Group ("NANPA WG"), shall apply the following Neutrality Criteria to determine the neutrality of any respondent:

- 1) a respondent may not be an affiliate of any telecommunications service provider(s) as defined in the Telecommunications Act of 1996. "Affiliate" is a person who controls, is controlled by, or is under the direct or indirect common control with another person. A person shall be deemed to control another if such person possesses, directly or indirectly, (i) an equity interest by stock, partnership (general or limited) interest, joint venture participation, or member interest in the other person ten (10%) percent or more of the total outstanding equity interests in the other person, or (ii) the power to vote ten (10%) percent or more of the securities (by stock, partnership (general or limited) interest, joint venture participation, or member interest) having ordinary voting power for the election of directors, general partner, or management of such other person, or (iii) the power to direct or cause the direction of the management and policies of such other person, whether through the ownership of or right to vote voting rights attributable to the stock, partnership (general or limited) interest, joint venture participation, or member interest) of such other person, by contract (including but not limited to stockholder agreement, partnership (general or limited) agreement, joint venture agreement, or operating agreement), or otherwise;

- 2) a respondent and any affiliate thereof may not issue a majority of its debt to, nor may it derive a majority of its revenues from any telecommunications service provider. "Majority" shall mean greater than 50 percent, and "debt" shall mean stocks, bonds, securities, notes, loans or any other instrument of indebtedness; and
- 3) notwithstanding the Neutrality Criteria set forth in 1) and 2) above, a respondent may be determined to be or not to be subject to undue influence by parties with a vested interest in the outcome of numbering administration and activities. NANC may conduct an evaluation to determine whether a respondent meets the undue influence criterion.

In addition to the Respondent Information described in Section 2.0, NANC and/or the FCC may request and consider additional information from the respondent for purposes of applying the Neutrality Criteria in this Section 1.2.

A Respondent's compliance with these Neutrality Criteria must be demonstrated to be underway, as evidenced by the respondent's submittal with its response to this requirements document (i) a written agreement of principles, and (ii) a majority of closing documents, both of which pertain to a transaction or other action that will bring a Respondent into compliance with the Neutrality Criteria. Any respondent seeking to demonstrate that compliance is underway under the terms of this subsection shall be required to submit a written plan, as part of its response to this Requirements Document, detailing how it will comply with these Neutrality Criteria by 120 days after the NANC recommendation to the FCC.

Any subcontractor(s) that perform (1) NANP administration and central office code administration, and/or (2) Billing and Collection functions, must also meet the neutrality requirements described above.

Disclosure of any affiliations or associations with any telecommunications service provider(s) must be presented at the time the proposal is submitted. Failure to do so may result in the rejection of any proposal.

1.3 Term of Administration

The new NANPA selected by the FCC following recommendation by the NANC shall serve for an initial period of five (5) years and shall be responsible for providing a solution encompassing the functions of NANP Administration, including central office code administration. At any time prior to the termination of the initial or subsequent Term of Administration, the Term of Administration may be renewed up to five (5) years in length with the approval of the new NANPA and the appropriate regulatory authorities.

1.4 Valid Period for Respondent Proposals

All respondents shall indicate in their proposals that they are valid for a period of twelve months from the Closing Date For Respondent Proposals specified in the Section 1.10 Schedule of this Requirements Document.

1.5 Impacts of Regulatory and Industry Activities

1.5.1 Regulatory Impacts

In the future, regulatory authorities may issue rules, requirements or policy directives which may increase, decrease or otherwise impact the functions to be performed by the new NANPA.

1.5.2 Industry Numbering Committee Changes to Number Resource Assignment Guidelines

The mission of the Industry Numbering Committee (“INC”), an industry forum operating under the auspices of the Alliance for Telecommunications Industry Solutions (“ATIS”), is to provide an open forum to address and resolve industry-wide issues associated with the planning, administration, allocation, assignment and use of numbering resources and related dialing considerations for public telecommunications within the NANP area. In addition, the NANC may have input into this process and may recommend to the FCC the guidelines referenced below.

Accordingly, after a new NANPA is selected, regulatory authorities and/or the INC may establish NANP numbering resource plans, administrative directives, assignment guidelines (including modifications to existing assignment guidelines), and procedures which may affect the functions to be performed by the new NANPA.

When such INC numbering resource plans, administrative directives, assignment guidelines and procedures are developed, the new NANPA shall, within a period of not more than 10 business days from the date of INC Initial Closure¹ of the issue, assess the impact of such numbering resource plans, administrative directives, assignment guidelines and procedures on its operations and advise both the INC and the NANC of any changes that are required as a result of the INC actions (e.g., functions, performance monitoring, remuneration, etc.). The new NANPA shall provide NANC and INC with written notice explaining why these changes are required. To the extent that NANC, in its discretion, deems that changes are necessary, it will make a recommendation to the FCC, as appropriate, to include appropriate cost recovery adjustments, if necessary.

1.6 Performance Review Process

The new NANPA shall be subject to monitoring of its performance by the NANC. On at least an annual basis, the NANC shall formally assess the performance of the new NANPA and implement any remedial action which should be taken to correct any identified performance problems.

The performance monitoring process shall include, but not be limited to, an internal, documented performance monitoring mechanism to be developed and implemented by the new NANPA and made available to the industry through the NANC. Respondents will describe this mechanism in their proposals. There will also be a formal mechanism developed by the NANC to permit industry participants to provide performance assessment data and recommendations to the NANC.

Monitoring of the performance of the new NANPA shall include performance of tasks in accordance with performance measurements established in this Requirements Document and any associated numbering resource assignment guidelines established by the INC and appropriate regulatory bodies.

¹ Initial Closure is the first phase of closure of an issue at the INC. Initial Closure serves as official notification to the industry, via the INC meeting record, that the participants have completed their work. The next step in the process is Final Closure, which serves as official notice to the industry that consensus has been reached for resolution of an issue.

The annual assessment process shall not preclude telecommunications industry participants from identifying performance problems to the new NANPA and the NANC as they occur, and from seeking resolution of such performance problems in an expeditious manner. If performance problems are identified by a telecommunications industry participant, the NANC and the new NANPA shall investigate the performance problem and report back, within a period of not more than 10 business days from the date of notification to the NANC of the performance problem, to the telecommunications industry participant on the results of such investigation and any corrective action taken or to be taken. The new NANPA and the NANC shall be permitted reasonable time to take any corrective action.

1.7 Termination for Non-Performance

If the NANC determines at any time that the new NANPA substantially or materially defaults in performing its obligations, the NANC shall immediately advise the new NANPA of the default, request immediate action to correct the performance, permit the new NANPA reasonable time to correct its performance, and/or recommend to the FCC and other appropriate regulatory bodies termination of the Term of Administration of the new NANPA.

1.8 Preparation And Submission of Proposals

A respondent's proposal that fails to comply with these document preparation and submission requirements may be rejected.

Respondents are responsible for any and all costs incurred in the preparation of a response to this Requirements Document.

All of the requirements detailed in the Requirements Document must be addressed in each respondent's proposal.

The responses to this Requirements Document must be made in the format as described in Section 2.0.

A proposal meeting the document preparation and submission requirements will be reviewed pursuant to the proposal evaluation process set forth in Section 1.9.

All submissions must be signed by a duly authorized representative of the respondent.

The respondent's package containing the proposal shall be marked accordingly as "Proposal - NANPA," and shall identify the name of the respondent organization. Each package must be complete in all respects.

All proposals in response to this Requirements Document, including questions and responses submitted by the respondent, shall be received by the NANC by the dates in the schedule at the specified address no later than 12:00 Noon (Eastern Time). Facsimile proposals will not be accepted. Failure to direct a response to NANC at the address indicated below by the date specified in the schedule shall disqualify the proposal and eliminate it from consideration.

Forty (40) numbered paper copies in binders and two diskette copies should be submitted to NANC for distribution by the NANC to the proposal evaluation team. One (1) of these paper copies and diskette copies shall be plainly marked "Master Copy." If discrepancies between copies and/or the diskettes are found, the "Master Copy" will govern. If additional numbered copies are requested by

the FCC, respondents will be required to provide those copies of their proposal in a timely manner to the addresses provided by the FCC.

All proposals shall be in the English language (diskette copies shall be in IBM PC, Microsoft Windows, Microsoft Word 6.0/Excel 4.0 software format). All proposals shall be typed double-spaced, in Times New Roman font size 12, printed on one side only, on 8-½" x 11" 3-hole punched paper. Each major section of the proposal shall begin on a new page and be tabbed separately.

Proposals shall be submitted to the NANC Chair at the following address:

Alan Hasselwander
Chair, North American Numbering Council
c/o
Office of the Secretary
Federal Communications Commission
1919 M Street, NW
Washington, DC 20554

NANP member countries may request a copy of the responses to the Requirements Document from the FCC.

If, after submission of a proposal, the respondent no longer wishes to have its proposal considered, the NANC Chair must be notified in writing at the earliest possible opportunity.

The respondent is expected to examine the Requirements Document specifications and instructions carefully. Calculation errors shall be the respondent's risk. In the event of a respondent's error in price, time or calculations, the respondent's quoted price, time or calculations shall prevail.

1.9 Evaluation of Proposals

The NANC, with input from its NANPA Working Group, will assess the proposals and provide a recommendation for a NANP Administrator to the FCC and other NANP member countries. If more than one respondent submits a proposal acceptable to the NANC, the NANC may recommend more than one respondent. One or more alternate candidates could be called upon to serve as the new NANPA if no award is made to the winning candidate. It is expected that the FCC will promulgate rules to govern the new NANPA and its Administration of the NANP, and that these rules will incorporate as enforceable standards the performance criteria of this Requirements Document. Evaluation of proposals shall be based upon three separate categories: NANP administration, including Central Office Code Administration (Sections 1.0-7.0, 9.0), Billing and Collection Agency (Section 8.0) and Pricing (Section 10.0).

Members of the evaluation team will be required to sign a non-disclosure agreement to perform the evaluation. Employees and/or consultants of the respondents will not be part of the evaluation team.

1.9.1 Evaluation Process

Step 1

The first step in the review of the respondent proposals will be to determine if the proposal complies with the schedule for assuming NANPA responsibilities ordered by the FCC (see Sections 4.3 and 5.3

of this Requirements Document and CC Docket No. 92-237, FCC 95-283; CC Docket No. 96-98, FCC 96-333). Respondents' proposals that do not meet this criterion shall be eliminated.

Step 2

The second step in the review of the respondent proposals will be to assess the responses submitted. The Compliance Matrix (see description in Section 2.1.3 and Attachment 4, which is to be completed by the respondent) will be used to ascertain whether the respondents meet the requirements. Once this compliance has been confirmed, then the evaluation of the detailed information will be conducted. The various sections referenced in the Evaluation Table in Section 1.9.4, indicate the relative weighting factors allocated to each section. The weighting indicates the relative importance allocated to a particular section.

For every response evaluated, evaluators will complete the Evaluation Table with their grade of 1-5 for each evaluation criteria per section. Each candidate's score will be obtained by multiplying the evaluation grade by the respective weighting factor for that particular section/requirement. A total score will be derived for each proposal. This quantitative analysis is intended as an aid in the evaluation process and may not be the only assessment tool used in the selection of the new NANPA.

Step 2 also consists of a review of compliance with the Neutrality Criteria set forth in, or asserted under authority of, Section 1.2 of this Requirements Document. The NANC may recommend elimination of any respondent deemed not to satisfy these criteria.

Step 3

In the third step of the evaluation process, the pricing information will be taken into account. The pricing information will have a weighting of 50% and all the other evaluation information have a weighting of 50%.

Step 4

The NANC, with input from the NANPA WG, will then generate a list of questions to respondents that have not been eliminated. The respondents will answer in writing.

Step 5

After the evaluators have received and reviewed the answers to the questions, the respondents will participate in individual meetings with the evaluators. Based on the written answers and the meeting with the respondents, the evaluators may re-evaluate the finalists by re-scoring the respective proposals per the Evaluation Table and the current pricing information (using the same weightings as in Step 3 above).

Step 6

Using the information gathered in Steps 1-5, the evaluation team will discuss the proposals and reach consensus on a recommendation to the NANC.

1.9.2 Evaluation Criteria

Compliance

Requirements in this Requirements Document that are not complied with or that are only partially complied with will negatively impact the evaluation. Exceptions and deviations from these requirements will be viewed objectively as long as they do not change or alter the overall required specification significantly.

Experience

The respondent should demonstrate that the necessary skills and accumulated knowledge described in Section 3.0 (Qualities and Attributes) and adequate staffing are met. This experience will be necessary to perform the functions and responsibilities outlined in Sections 4.0 to 9.0.

Completeness

Compliance with recommended format and completeness with respect to providing a comprehensive response to the requirements will be evaluated. Failure to adhere to this objective will diminish a respondent's rating.

Communication Effectiveness

Many of the functions require the new NANPA to communicate clearly and concisely to broad audiences with varying degrees of knowledge. There will be an evaluation of the respondents' written communication skills as well as responsiveness.

Innovation

In evaluating responses, consideration will be given to the creative nature of a response taking into account its efficiency and flexibility.

1.9.4 Evaluation Tables

Table A - NANP/CO Code Administration

EVALUATION CRITERIA	RES-PONDENT					SCORE TOTAL
SECTION 1: 5%	Compliance	Experience	Innovation	Communications	Completeness	
GENERAL INFORMATION (excluding Section 1.2 - Neutrality)						
SECTION 1 SCORE						
SECTION 2: 5%						
PROPOSAL OUTLINE AND RESPONDENT INFORMATION						
SECTION 2 SCORE						
SECTION 3: 15%						
NANPA QUALITIES AND ATTRIBUTES						
SCORE 3 SCORE						
SECTION 4: 25%						
NANPA FUNCTIONAL REQUIREMENTS						
SECTION 4 SCORE						

Table A - NANP/CO Code Administration

SECTION 5: 35%						
CENTRAL OFFICE CODE						
ADMINISTRATION						
SECTION 5 SCORE						
SECTION 6 and 7: 5%						
DISPUTE RESOLUTION						
ENTERPRISE SERVICES						
SECTION 6/7 SCORE						
SECTION 9: 10%						
MISCELLANEOUS						
SECTION 9 SCORE						
TOTAL SCORE						

Table B - Billing and Collection Agent

EVALUATION CRITERIA	RES-PONDENT					SCORE TOTAL
SECTION 1: 5%	Compliance	Experience	Innovation	Communications	Completeness	
GENERAL INFORMATION (excluding Section 1.2 - Neutrality)						
SECTION 1 SCORE						
SECTION 2: 5%						
PROPOSAL OUTLINE AND RESPONDENT INFORMATION						
SECTION 2 SCORE						
SECTION 8: 80%						
BILLING AND COLLECTION AGENCY FUNCTION						
SECTION 8 SCORE						
SECTION 9: 10%						
MISCELLANEOUS						
SECTION 9 SCORE						
TOTAL SCORE						

Pricing Tables

TABLE 1 - To Perform NANP & CO Code Administration Only					
Function	Year 1	Year 2	Year 3	Year 4	Year 5
NANP Administration					
CO Code Administration					

TABLE 2 - To Perform Billing & Collection Only					
Function	Year 1	Year 2	Year 3	Year 4	Year 5
Billing & Collection					

TABLE 3 - To Perform All 3 Functions as a Total Solution					
Function	Year 1	Year 2	Year 3	Year 4	Year 5
NANP Administration					
CO Code Administration					
Billing & Collection					

1.10 Schedule

The following is a schedule of planned events, subject to change, which details the activities associated with the issuance of the Requirements Document, time frames for questions concerning the document, response due dates and the evaluation process. The NANC intends to make its recommendation to the FCC and other appropriate regulatory authorities on May 15, 1997.

<i>Event</i>	<i>Event Time*</i>	<i>Cumulative Time*</i>	<i>Date</i>
Public Announcement of Requirements Document by the FCC			20-Feb-97
Respondent Preparation of Written Questions (if any)	5	5	27-Feb-97
NANPA WG Receipt of Written Questions from Respondents	1	6	28-Feb-97
NANPA WG Preparation of Written Responses to Respondents' Questions & Submission to NANC	10	16	14-Mar-97
NANC Steering Committee Approval of Written Responses to Respondents' Questions	2	18	18-Mar-97
NANPA WG Facsimile Distribution of Written Responses to Respondents' Questions	1	19	19-Mar-97
Respondent Review of NANC Responses	4	23	25-Mar-97
NANPA WG Information Meeting with Respondents (if required)	1	24	26-Mar-97
Respondent Proposal Preparation Period	5	29	2-Apr-97
Closing Date for Respondent Proposals	1	30	3-Apr-97
NANPA WG Evaluation Period (Initial Phase)	5	35	10-Apr-97
NANPA WG Develops Questions to Respondents	4	39	16-Apr-97
NANPA WG Distributes Questions to Respondents via Facsimile (if any)	1	40	17-Apr-97
Respondent Preparation of Written Responses to NANPA WG Questions	4	44	23-Apr-97
Closing Date for Respondent Responses to NANPA WG Questions	1	45	24-Apr-97
NANPA WG Evaluation Period of Respondent Responses	5	50	1-May-97
NANPA WG Individual Meetings with Respondents	1	51	2-May-97
NANPA WG Final Evaluation of Respondents	4	55	8-May-97
NANPA WG Recommendation of Respondent(s) to NANC Steering Committee	1	56	9-May-97
NANC Steering Committee Review of NANPA WG Recommendation of Respondent(s)	2	58	13-May-97
NANC Review of NANC Steering Committee Recommendation of Respondent(s)	1	59	14-May-97
NANC Recommendation of new NANPA and Billing and Collection Agent to FCC and Other Appropriate Regulatory Authorities	1	60	15-May-97
<i>*Event Time and Cumulative Time is expressed in Business Days, not Calendar Days</i>			

1.11 Confidentiality And Use of Information

Respondents shall use this Requirements Document and any other information furnished to them under this Requirements Document solely for the purposes of responding to this Requirements Document. Reproduction of any part of this Requirements Document is authorized only for the preparation of a proposal.

No publicity or news releases pertaining to this Requirements Document, responses to this Requirements Document or discussions of any kind regarding the Requirements Document or the selection of a respondent may be released without the prior written approval of the NANC.

1.12 Inquiries

All questions, matters, and concerns related to this Requirements Document should be directed to the NANC Chair and must be forwarded in writing to the following address.

Alan Hasselwander
Chair, North American Numbering Council
c/o
Federal Communications Commission
Common Carrier Bureau
Network Services Division
2000 M Street, NW
Suite 235
Washington, DC 20554

A copy of all correspondence to the Chair of the North American Numbering Council should be simultaneously sent to Marian Gordon, Designated Federal Official to the NANC, Federal Communications Commission at the address stated above.

In the interest of fairness, all correspondence submitted to the Chair will be made public. Respondent confidential information will not be disclosed.

2.0 PROPOSAL OUTLINE AND RESPONDENT INFORMATION

The respondent's proposal to serve as the new NANPA and /or the Billing and Collection Agent shall follow the format described in the following section as well as contain certain information about its organization and business activities.

Cover Page

Each proposal must contain a cover page. The cover page should include the name of the respondent's organization, and the respondent's contact's name, address, telephone number, facsimile number, date, and signature of a duly authorized respondent representative.

Proposal Overview

This section should summarize all key features of the proposal including the use of subcontractors. A summary of all deviations and exceptions from the Requirements Document should be identified.

The proposal shall contain certification that the respondent and any subcontractor shall comply with all of the provisions of the Requirements Document in its submission. The respondent, by stating compliance to a requirement in this Requirements Document, agrees that the respondent has read and understood the requirement and that compliance is complete and deliverable at no additional cost unless otherwise noted.

Respondents must identify their willingness to accept a recommendation that will assign to them the administration of either Part 1 or Part 2 based on the scenarios indicated below:

NANPA and CO Code Administration (Part 1)	Billing and Collection (Part 2)
Total Administration	Will administer only if Part 1 is also recommended
Total Administration	Will administer Part 2 even if Part 1 is not accepted
No proposal put forth	Will only administer Part 2, no Part 1 has been submitted

Respondent Information

The following information is intended to provide an overview of the respondent's business activities and organization.

Description of the Respondent's Business

The respondent proposal shall contain a concise description of the principal business of the respondent and any subcontractors, including such items as company background, characteristics of business strength and the products and services offered.

Respondent Financial Information

The respondent proposal shall include a detailed description of the financial condition of the respondent and any subcontractors. This section shall include information by which to assess the respondent's financial strength. Useful information could include the most recent annual report and audited financial statements (e.g., Income Statement, Balance Sheet) of the respondent and any subcontractors.

Additional Information

The respondent shall include detailed information regarding: (1) ownership of and affiliation with telecommunications service provider(s); (2) percent of revenues received from, and debt held by, telecommunications service provider(s); and (3) undue influence by parties with a material interest in the outcome of numbering administration and activities. This information shall be submitted in three parts to respond to each of the three Neutrality Criteria set forth in Section 1.2. When supplying this information, the respondent shall indicate the specific Neutrality Criteria being addressed.

List of Company Officers

The respondent proposal shall include a list of its company officers and their titles and responsibilities. Also include a list of the respondent's Board of Directors.

Performance Bond

The respondent proposal shall include demonstrated evidence that the respondent is bondable.

Legal Proceedings

The respondent proposal shall identify any current or threatened litigation or other proceeding, including bankruptcy and related matters, in any judicial court or administrative agency in any jurisdiction, as well as any matter currently in, or expected to be in, arbitration, mediation or other form of dispute resolution, the resolution of which could materially affect the respondent's financial strength or ability to perform its duties as the new NANPA, in which the respondent is presently involved or which it reasonably anticipates involvement outside of this Requirements Document, and shall provide a summary description of the liabilities the respondent anticipates may occur as a result of such proceedings.

References

The respondent proposal shall furnish references, preferably for similar work being performed currently or in the near past, including the name of the company, contact name, address and telephone number.

Proposal Details

All respondents must prepare a detail response to this Requirements Document that provides the information requested in the Compliance Matrix (Attachment 4) and is consistent with the outline contained in the Compliance Matrix. Specifically, a response must list the Section number, Section

title and requirement as defined in the Requirements Document . The respondent must clearly state whether it can comply with the stated requirement and provide additional, detailed information about how it can fulfill the requirement.

Compliance Matrix

The Compliance Matrix (Attachment 4) must be completed by the respondent. The matrix shall contain a high-level summary description of the detailed information included in the respondent's proposal.

2.1 Respondent Confidential Information

Subject to 5 USC 552 (Freedom of Information Act), information submitted in a respondent's proposal shall not be deemed confidential, with the exception of financial information (Section 2.0), pricing information (Section 10.0) and trade secrets. The final pricing information for the respondent recommended by NANC as the new NANPA and the Billing and Collection Agent, and respective alternate(s), may be made public within the NANC recommendation and subsequent regulatory proceedings or orders.

In order to safeguard any confidential information submitted by the respondent, the selected respondents and alternates will be required to submit a copy of their proposal with confidential information deleted. Further, this copy must follow the same outline as described in Section 2.0 with the same information appearing on the same page.

3.0 NANPA QUALITIES AND ATTRIBUTES

The new NANPA should have certain qualities and attributes in order to perform the functions assigned to it. Respondents should describe how they possess or how they will acquire the following attributes:

1. knowledge about telecommunications network operations (e.g., routing, rating, billing) and the use and allocation of NANP numbering resources (e.g., NANP, INC Guidelines, addressing, dialing) in order to effectively determine the legitimacy of applications for NANP numbering resources (e.g., regulatory and operational requirements) and to ensure the assignment of numbering resources to appropriate service providers and applications (e.g., assessment of applications for special use Carrier Identification Codes (CICs), how numbering resources are used by various telecommunications industry segments such as land-line and wireless);
2. capability to act as an information resource for the industry concerning all aspects of numbering (i.e., knowledge and experience in numbering resource issues, ITU Recommendation E.164, the North American Number Plan (NANP), NANP Administration, INC, regulatory issues affecting numbering, number resource assignment guidelines, central office code administration, relief planning, international numbering issues, etc.);
3. capability to develop, operate and maintain the computer hardware, software (database) and mechanized systems required to perform the NANPA and CO Code Administration functions;
4. management skills (e.g., capability to manage the new NANPA organization, resource management, staffing, budgeting);
5. project management skills (e.g., to manage NPA relief planning and the Central Office Code Utilization Survey (COCUS));
6. interpersonal communication and negotiation skills (e.g., facilitating NPA relief planning meetings, maintaining effective relations with numbering resource applicants, participating in INC activities);
7. capability to manage proprietary data and competitively sensitive information;
8. public relations skills (e.g., the ability to explain complex numbering issues to the media and the public consistent with industry positions on numbering and dialing issues);
9. compliance resources, i.e., the ability to comply with all applicable laws affecting the operation of the new NANPA's business during each and every Term of Administration.

3.1 Personal Resumes of Respondent's Personnel and Sub-Contractors

The respondent shall provide a current and projected list of the respondent's personnel and sub-contractors, if available, who would perform the NANPA functions, and a resume of each person which provides evidence of the capabilities and attributes identified above. In addition, the respondent shall also provide demonstrated evidence of the respondent's skills, knowledge and experience in numbering resource issues, the North American Number Plan (NANP), NANP Administration, INC, NANP area country regulatory issues affecting numbering, number resource assignment guidelines, central office code administration and relief planning.

4.0 NANP ADMINISTRATION FUNCTIONAL REQUIREMENTS

4.1 General Responsibilities

This section describes the functions currently performed by the Bellcore NANP Administration that will be performed by the new NANPA.

The two primary responsibilities of the new NANPA will be to:

- assign and administer NANP resources in an efficient, effective, fair, unbiased, and non-discriminatory manner consistent with industry developed guidelines;
- support the industry's efforts to accommodate current and future numbering needs, and to advise the industry relative to numbering issues (e.g., potential resource exhaust).

The new NANPA shall be responsible for ensuring the efficient and effective administration and assignment of numbering resources. This function requires many day-to-day number resource assignment and administrative activities. In addition, there must also be sufficient focus on the long term, in order to ensure the continued viability of the NANP. The new NANPA must implement a planned approach utilizing effective forecasting and management skills in order to make the industry aware of the availability of numbering resources to meet the current and future needs of the industry.

The NANC has determined that the functions to be performed as part of the role of NANP Administration shall be as described in North American Industry Numbering Committee ("INC") Guidelines, related industry documentation, and the guidelines of other appropriate policy-making authorities, all of which may be modified as required, from time to time, by industry fora or other appropriate authority. A list of the current INC Guidelines and related documentation are identified in the attachment to this Requirements Document.

In addition to the functions identified in this Requirements Document, the respondent will provide management supervision for all of the services it provides including responsibility for achieving performance measures established by the NANC and the INC in industry guidelines or separate documentation. Performance measures are contained in Section 1.6 of this Requirements Document. Furthermore, the new NANPA is required to participate in the NANC annual performance review process described in Section 1.6.

- 4.1.1 Establish and maintain relationships with governmental and regulatory bodies (e.g., U.S. FCC, Industry Canada, the Canadian Radio-television and Telecommunications Commission and other U.S., Canadian and Caribbean numbering authorities and regulatory agencies) and address policy directives from these bodies.
- 4.1.2 Cooperate with and actively participate in numbering standards bodies and industry fora (e.g., INC) and, upon request, the Canadian Steering Committee on Numbering ("CSCN").
- 4.1.3 Represent the NANP to National and Global Numbering Bodies

The NANP serves 19 nations. Although many of the relevant meetings take place in the U.S. and the competitive environment in the U.S. has been the focus of many of the developments that have occurred, the NANPA must develop and maintain communications channels with

other countries who also participate in the NANP to ensure numbering needs of all countries served by the NANP are met.

4.1.4 Attend U.S. Study Group A meetings and maintain working knowledge of Study Group 2 ITU activities on behalf of the U.S. telecommunications industry (not applicable to Canadian telecommunications industry).

4.1.5 Review Requests for All Numbering Resources

Review requests for number resources (e.g., NPA, central office code, line numbers as appropriate) requested to implement new applications and services and make assignments in accordance with industry developed resource planning and assignment guidelines. Where guidelines do not exist for resources, or where a question arises regarding appropriate assignments, requests will be referred to the appropriate industry body.

When new telecommunications services requiring numbers are proposed, the NANPA will participate in industry activities to determine whether or not NANP numbers are appropriate and what level of resource is required (e.g., line numbers, central office codes, NPA codes).

4.1.6 Maintain necessary administrative staff to handle the legal, financial, technical, staffing, industry, and regulatory issues relevant to the management of all numbering resources, as well as maintain the necessary equipment, facilities, and proper billing arrangements associated with day-to-day management of all numbering resources.

4.1.7 The new NANPA will manage the NANP in accordance with published guidelines adopted in conjunction with the industry and the appropriate NANP member countries' governing agencies. However, occasions do arise where decision and interpretations are required on issues that have not yet been addressed by the industry. The NANP administration organization(s) must have the knowledge and capability to recognize these instances and refer them to the appropriate industry body for resolution.

4.1.8 The new NANPA must be able to respond to requests from the industry and from regulators about the NANP and its administration. The NANP administration organization(s) is the primary repository for numbering information in the industry. In this role, the NANP administration organization(s) must respond to inquiries about the numbering plan.

4.1.9 The new NANPA shall provide upon request information on how to obtain current documents related to NANP administration by either referring requesters to appropriate web sites where it will be possible to download electronic copies or provide paper copies if the requester cannot obtain the document via the internet. These documents are identified in Section 9.6.

4.1.10 The new NANPA shall provide assistance to users of numbering resources and suggest alternatives, when possible, that will optimize number resource utilization.

4.1.11 The new NANPA shall coordinate its numbering resource activities with the Canadian Number Administrator and other NANP member countries' administrators to ensure efficient and effective management of NANP numbering resources.

4.1.12 The new NANPA shall determine the final allocation methodology for sharing costs between NANP countries in accordance with Section 8.5.1.

4.2 NANP Number Resource Assignment And Administration

The respondent will be responsible for the assignment and administration of a variety of NANP numbering resources which serve a diversity of purposes. The following subsections provide important information about each of the numbering resources to be administered and assigned by the new NANP Administration. The following list identifies the NANP numbering resources which will be administered and assigned by the new NANP Administration:

- Numbering Plan Area (NPA) Codes
- Central Office Codes
- International Inbound NPA 456 NXX Codes
- PCS/N00 codes (500)
- 900 NXX Codes
- N11 Service Codes
- 800 855-XXXX line numbers
- 555-XXXX line numbers
- Carrier Identification Codes (CICs)
- Vertical Service Codes (VSCs)
- ANI II Digits (Automatic Number Identification Information Integers)
- Non-Dialable Toll Points (NPAs 886 and 889)
- New numbering resources, as may be defined

The respondent must provide a detailed description of how the respondent will satisfy the administration requirements described in the following sections and the related Industry Guidelines identified herein. The responses should include but not be limited to information regarding processes for the administration of each resource, mechanisms for data storage and retrieval for each resource and mechanisms/processes for satisfying the documentation and reporting requirements.

Work volumes shown in the following sections are based upon historical data. These data are provided only for information purposes to assist the respondents and may not be indicative of actual future work volumes. Furthermore, assignment activity alone may not necessarily be indicative of the total activity required to provide overall management of NANP resources. The current Bellcore NANPA staff, which performs the functions described in Section 4.2.1 through 4.2.13, is comprised of a full time Director, three full time administrators, one part-time administrator and one part-time secretary. In addition, the current NANPA has non-dedicated legal, media relations, financial, web site management and document distribution support staff.

4.2.1 Numbering Plan Area (NPA) Codes

A) Description of the Resource

The term Numbering Plan Area (NPA) code refers to digits ABC of the current 10-digit NANP area address (where each digit is identified by an alphabetical character in the order ABC-DEF-GHIJ consisting of a 3-digit NPA (ABC), 3-digit Central Office (CO) Code (DEF) and 4-digit Line Number (GHIJ) in the format NXX-NXX-XXXX where: N = digits 2 to 9 and X = digits 0 to 9 (e.g., 613 is the NPA code in the NANP number

613-781-0610). NPA codes are described in the INC NPA Allocation Plan and Assignment Guidelines (INC 96-0306-011). NPAs are classified as either geographic or non-geographic.

a) Geographic NPAs are NPAs which correspond to discrete geographic areas within the NANP area.

b) Non-geographic NPAs are NPAs which do not correspond to discrete geographic areas, but which are instead assigned for services with attributes, functionalities, or requirements that transcend specific geographic boundaries. The common examples are NPAs in the N00 format; e.g., 800. N00 codes are commonly referred to as Easily Recognizable Codes (ERCs).

B) Guidelines/Controls

- NPA Allocation Plan and Assignment Guidelines (INC-96-0306-011)
- NPA Code Relief Planning Guidelines (INC 94-1216-004)
- Industry Notification of NPA Relief Activity Guidelines (ICCF 92-1127-006)
- Recommended Notification Procedures to Industry for Changes in Access Network Architecture (ICCF 92-0726-004)
- FCC directives on area code assignments (See Second Report and Order and Memorandum Opinion and Order adopted 8/8/96 (FCC 96-333), Section V.B. 2 et seq.

C) Current Work Volume

- NPA assignment requests average 2 per month.
- Calls for area code assistance and information average 50 per day.
- More than 120 new NPAs are expected to be assigned within the next 10 years.
- The annual Central Office Code Utilization Survey (COCUS) requires considerable interaction with the current CO code administrators across the NANP area.

D) Current Tools

- NPA code assignments and reservations are maintained in a Microsoft EXCEL database.
- Specialized LOTUS spreadsheets, which will require modification or replacement during 1997, are used to generate the COCUS report.

E) Documentation/Reporting Requirements

- Various assignment forms are required (See NPA Allocation Plan and Assignment Guidelines)
- NPA information on the World Wide Web
- Planning letters to announce the assignment of new NPA codes
- Annual COCUS report
- Periodic reports to the INC
- Annual report on the status of NPAs including maps

- NPA Area Code Relief Status Report.

NANPA shall make available the status of area code relief proceedings, updated weekly, to include new information as it becomes available from CO Code Administrators. This report will be published on the World Wide Web and will include the old and new NPA, the type of relief, a brief description of the relief plan, the NPA relief date, the beginning of permissive dialing, mandatory dialing, test number and trouble reporting number. The inclusion of detailed information on CO Codes transferring to the new NPA, in the case of a geographic NPA split, and dialing procedures shall be published on the Web. NPA code information will be maintained by NANPA and forwarded to the ITU to assure that international organizations have access to this information.

- Any additional reporting requirements are identified in Section 9

F) Miscellaneous

The NANPA is required to ensure that NPA relief plans conform with regulatory (e.g., U.S. FCC, Industry Canada, Canadian Radio-television and Telecommunications Commission, U.S. State Commissions) and industry (e.g., INC, CSCN) directives.

The NANP Administration monitors the actual and forecasted assignment of CO codes through the Central Office Code Utilization Survey (“COCUS”) and related reports. This is done to plan for the assignment of new NPA codes when existing NPA codes near exhaust (i.e., additional telephone numbers are required to serve projected demand). The COCUS is conducted on an annual basis and the results are shared with the industry. The NANP Administration function also includes consultation with the affected local exchange and other carriers when the depletion of central office codes necessitates relief through NPA code split, NPA boundary realignment, or NPA overlay.

4.2.2 NPA 809 Central Office Codes

A) Description of the Resource

The term Central Office Code refers to digits DEF of the current 10-digit NANP area address (where each digit is identified by an alphabetical character in the order ABC-DEF-GHIJ consisting of a 3-digit NPA (ABC), 3-digit Central Office Code (DEF) and 4-digit Line Number (GHIJ) in the format NXX-NXX-XXXX where: N = 2 to 9 and X = 0 to 9 (e.g., 781 is the CO code in the NANP number 613-781-0610). CO Codes are sometimes referred to as NXX Codes. CO Codes are described in the INC Central Office Code (NXX) Assignment Guidelines (INC 95-0407-008). In each geographic NPA, CO codes are currently administered by the predominant local exchange carrier, except for the Caribbean countries and U.S. territories where this function is performed by Bellcore.

In FCC CC Docket No. 92-237; Report and Order; *In the Matter of Administration of the North American Numbering Plan*; July 13, 1995, the FCC indicated its desire to transfer the CO Code administration responsibility for codes assigned to the United States to a centralized entity no later than January 1, 1999. For more detailed information on

central office code assignment and administration functions, see Section 5. The requirements in Section 4 cover all of the U.S. and its territories.

The current NANPA administers CO codes for the 809 NPA, which encompasses some of the Caribbean countries and U.S. territories. With the recent assignments of NPA codes to the sovereign nations of the Caribbean, the CO Code administration function for those nations will be assumed by the authorities in those countries over time. It is anticipated that the Dominican Republic will continue to use the 809 NPA.

B) Guidelines/Controls

Central Office Code (NXX) Assignment Guidelines (INC 95-0407-008)

C) Current Work Volume

Current work volume is low because only the Dominican Republic will be using the 809 NPA. However, since some of the Caribbean countries may complete the implementation of their own NPAs after the new NANPA assumes 809 CO code administration, the new NANPA will continue CO code administration for those countries until the implementation of the new NPAs is completed. Work volume will go to zero when the Dominican Republic assumes CO Code assignment responsibilities.

D) Current Tools

NPA 809 NXXs are maintained in a NANPA EXCEL database.

E) Documentation/Reporting Requirements

Input part 1 and Part 2 of the CO Code Assignment Form information into Routing Data Base System/Bellcore Rating Input Data Base System ("RDBS/BRIDS") for those countries for whom NANPA is still performing 809 CO code administration.

F) Miscellaneous

N/A

4.2.3 International Inbound NPA 456 NXX Codes

A) Description of the Resource

International inbound NPA 456 is a special numbering resource used to provide carrier identification and carrier specific routing on international inbound calls. The NANP Administration will administer NXX codes in NPA 456 under industry developed assignment guidelines. The purpose of the NPA 456 and its associated NXXs is to enable the routing of inbound international calls for carrier specific services, particular to that service provider's network, to and between NANP Area countries. This is accomplished by providing carrier identification within the dialed digits of the E.164 number. The routing to the appropriate carrier is accomplished at the originating end of the call, i.e., within the network of the foreign administration. For example, the 456 NPA will be used for calls destined for the public telecommunications network in the

NANP area. The NANP Area gateway switch would be considered the public switched destination point for the international inbound call. The gateway operator then determines the subsequent routing of the call.

It is not intended that the implementation of these codes change or revise the uniform settlements or pro rata return traffic practices between NANP Area carriers and international telecommunications organizations (“ITOs”) or violate any legal/regulatory requirements incumbent upon network operators.

B) Guidelines/Controls

International Inbound NPA (INT/NPA/NXX) Assignment Guidelines (INC 94-0826-003)

C) Work Volume

Only seven 456 NXX codes have been assigned. There has been no activity during the last 12 months.

D) Current Tools

Due to the limited volume, paper records are maintained.

E) Documentation/Reporting Requirements

- Existing and new 456 NXX code assignments must be published on the NANPA web site.
- Any additional reporting requirements are identified in Section 9.6

F) Miscellaneous

With the advent of Time T (December 31, 1996), assignment at the “NX” level may no longer be an issue.

4.2.4 PCS/N00 (NPA 500) NXX Codes

A) Description of the Resource

Personal Communications Service (“PCS”) NPA 500 is a special numbering resource established by the INC. NPA 500 numbers are in the format 500-NXX-XXXX. The NANP Administration will assign and administer NXX codes in NPA 500 under INC assignment guidelines.

Personal Communications Service is a set of capabilities that allows some combination of personal mobility, terminal mobility, and service profile management. PCS enables each personal communications service user to participate in a user-defined set of subscribed services, and to initiate and/or receive calls on the basis of some combination of a personal number, terminal number, and a service profile across multiple networks at any terminal, fixed or mobile, irrespective of geographic location.

Service is limited only by terminal and network capabilities and restrictions imposed by the personal communications service provider.

B) Guidelines/Controls

- Personal Communications Services N00-NXX Code Assignment Guidelines (INC 95-0407-009)
- Clarifying correspondence from the PCS N00 Code Workshop dated 12/13/93

C) Current Work Volume

- The current request rate is about 2 NXX codes per month, which is significantly less than in the past.
- At present 476 NXX codes have been assigned to 380 entities; code holders have identified that 72 of these NXX codes are in service. It is likely that INC will shortly direct the NANPA to implement reclamation procedures for NXX codes that have not been activated.

D) Current Tools

Assignment data is maintained in a Filemaker PRO database.

E) Documentation/Reporting Requirements

- Existing and new 500 NXX code assignments must be published on the NANPA web site.
- Any additional reporting requirements are identified in Section 9.6

F) Miscellaneous

The technical feasibility of implementing number portability for U.S. LEC 500 numbers is currently under investigation at the INC as requested by the FCC in CC Docket No. 96-98.

4.2.5 900 NXX Codes

A) Description of the Resource

The 900 Easily Recognizable Code ("ERC") was first introduced in 1971 for information services in which the caller pays for call setup and the specific services associated with the 900 call. The 900 NXX codes may be assigned and used only for pay-per-call information services. 900 Services are any public telecommunication service which may be accessed by the public over the PSTN using the dialing format 900-NXX-XXXX, in which the caller pays for the call. 900 Service is frequently referred to as "Pay-Per-Call".

B) Guidelines/Controls

- NXX Assignment Guidelines (Bellcore Advisory Letter AL-86/07-006).
- In 1996, the INC commenced development of new 900 NXX Assignment Guidelines to replace the version contained in the Bellcore Advisory letter. The new Guidelines will likely be adopted in early 1997.

C) Current Work Volume

- The current request rate is stable at about 3 code requests per month.
- Bellcore NANPA currently receives about 5 to 10 calls daily requesting the carrier and contact name and number for particular 900-NXXs.
- 383 900 NXX codes have been assigned and there is no immediate danger of exhaust.

D) Current Tools

Assignment data is maintained in a Filemaker PRO database.

E) Documentation/Reporting Requirements

- Quarterly status report to the FCC
- Existing and new 900 NXX code assignments must be published on the NANPA web site.
- Any additional reporting requirements are identified in Section 9.6

F) Miscellaneous

The technical feasibility of implementing number portability for US LEC 900 numbers is currently under investigation at the INC as requested by the FCC in CC Docket No. 96-98. The new 900 NXX Assignment Guidelines currently under development at INC may affect the nature and volume of work required to administer these codes by the addition of activities such as reclamation of unused codes.

4.2.6 N11 Service Codes

A) Description of the Resource

Codes in the N11 format (e.g., 911) are referred to as Service Codes. There are a total of eight N11 service codes available in the NANP of which four are unassigned in the US (211, 311, 511, and 711) and two are unassigned in Canada (211 and 311). In Canada, 711 has been assigned for access to Relay Service and 511 has been conditionally reserved for Relay Service. The other N11 codes have been assigned on a NANP Area basis as follows: 411 to Local Directory Assistance, 611 to Repair Service (local exchange provider), 811 to Business Office (local exchange provider) and 911 to Emergency Services.

The NANP Administration will administer these codes throughout the NANP serving area. These codes may also be assigned locally with the understanding that a local

assignment may be discontinued, on short notice, if the codes are needed at a national level. Some U.S. states have permitted local use of certain N11 codes.

B) Guidelines/Controls

Many uses have been proposed for the remaining unassigned N11 codes. This issue is currently being examined in an FCC proceeding, CC Docket No. 92-105, as well as in many state jurisdictions, and in some of the other countries in the NANP such as Canada. In Canada, the Canadian National Institute for the Blind (“CNIB”) and National Broadcast Reading Service (“NBRS”) have requested from the Canadian Steering Committee on Numbering the assignment of an N11 code for the use of the blind and vision-impaired. In addition, the CSCN has established a policy for the assignment of N11 codes.

C) Current Work Volume

Currently, none because no N11 codes are being assigned by NANPA pending appropriate regulatory action.

D) Current Tools

Paper records of assignments

E) Documentation/Reporting Requirements

- Existing and new N11 service code assignments must be published on the NANPA web site.
- Any additional reporting requirements are identified in Section 9.6

F) Miscellaneous

N/A

4.2.7 800 855-XXXX Line Numbers

A) Description of the Resource

By industry agreement and in accordance with industry developed guidelines, the NANP Administration administers line numbers within the 800-855-XXXX resource with respect to services in the US for the hearing impaired.

B) Guidelines/Controls

800-855 Number Assignment Guidelines (INC 94-0401-001)

C) Current Work Volume

On average, approximately 20 assignment requests per year.

D) Current Tools

Assignment data is currently maintained in an EXCEL Database file. Forty numbers have been assigned.

E) Documentation/Reporting Requirements

- Existing and new 800-855 number assignments must be published on the NANPA web site.
- Any additional reporting requirements are identified in Section 9.6

F) Miscellaneous

N/A

4.2.8 555-XXXX Line Numbers

A) Description of the Resource

INC has recently developed a new numbering resource using the NXX code 555 (referred to as "555 numbers" in the form NPA-555-XXXX) in all geographic NPAs for access to information service providers. Implementation of 555 numbers may now proceed in North America as a result of a recent agreement at the Industry Carriers Compatibility Forum ("ICCF") on 555 technical service interconnection arrangements and dialing plans. The decision whether to implement any of these arrangements, and when such arrangements may be deployed, is likely to be based on business opportunities and regulatory factors and, accordingly, may vary across the NANP serving area. The guidelines permit a subscriber to use the 555-XXXX number in any NPA in North America using a 7 or 10-digit format. These 555 numbers are to be assigned on a "national" or "non-national" basis. "National" assignment means that the number is assigned exclusively to a single entity to be used in at least 30% of the available NPAs or states or provinces in the NANP serving area. "Non-national" assignment means that the number is assigned to an entity for use in a specific geographic area or areas (NPAs, states, or provinces) to be used in fewer than 30% of the available NPAs or states or provinces in the NANP serving area. "Non-national" numbers are available for assignment to multiple entities, assuming those entities wish to use the "non-national" number in different geographic NPAs.

B) Guidelines/Controls

555 NXX Assignment Guidelines (INC 94-0429-002)

C) Current Work Volume

- There are an average of 54 assignment requests per month.
- The INC recently reached consensus to grant a blanket extension on the assignment of 555 numbers to July 31, 1997 so as to avoid unnecessary administrative work associated with reclamation of these numbers.

D) Current Tools

- 555 line number assignments are stored in a Filemaker PRO database.
- At present 2,371 555 line numbers have been assigned, not including the 100 line numbers reserved for the entertainment industry.

E) Documentation/Reporting Requirements

- Existing and new 555 number assignments must be published on the NANPA web site.
- Any additional reporting requirements are identified in Section 9.6

F) Miscellaneous

N/A

4.2.9 Carrier Identification Codes (CICs)

A) Description of the Resource

A CIC is a numeric code which is currently used to uniquely identify an entity (access customer) who purchased Feature Group B and/or Feature Group D access services. The code is primarily used for routing from the local exchange network to the access purchaser and for billing between the Local Exchange Carrier and access purchaser. CICs are assigned by the NANPA.

Reclamation of CICs assigned to entities that fail to meet the terms specified in the assignment guidelines is also a responsibility of the NANPA. Reclamation occurs most often because the entity to which the CIC has been assigned does not obtain access within the six month period specified in the assignment guidelines.

B) Guidelines/Controls

- CIC Assignment Guidelines (INC 95-0127-006)
- FCC directives on assignments, primarily letters from K.M.H. Wallman (FCC) to R.R. Connors (Bellcore NANPA) dated September 26, 1995 and October 23, 1995
- Precedents established through past assignments

C) Current Work Volume

- Assignment requests presently average 20 per month
- Calls for assistance and information average 40 per day
- On average 1 in 10 applications require consultation with a specialist in Access Service Requests ("ASRs") and interconnection to determine if access has been purchased.
- On average 2 in 10 applications require consultation with a knowledgeable numbering attorney before an assignment decision can be reached.
- The reclamation process is painstaking and time consuming; on average 3 in 10 applicants do not maintain access after receiving a CIC assignment.

D) Current Tools

Assignment records are maintained in a Filemaker PRO database. FCC-developed DOS based software is used to process access/usage reports submitted by major access providers twice each year on diskettes using a standard format (various EXCEL macros are used to produce the final access/usage reports

E) Documentation/Reporting Requirements

- Various assignment forms
- Carrier Identification Codes Reports

NANPA shall provide various assignment reports on a monthly and quarterly basis. These reports will be based on the assignment guidelines. In addition, the NANPA will provide the following information:

1. Reclamation letters
2. Monthly FCC report on CIC assignments and denials
3. Monthly industry forum CIC assignment status reports
4. FCC Access/Usage reports (2) yearly

All reports will be available in printed copy and published on the World Wide Web.

F) Miscellaneous

N/A

4.2.10 Vertical Service Codes (VSCs)

A) Description of the Resource

Vertical Service Codes are customer dialed codes, presently in the format *XX or *2XX, which are used to provide customer access to features and services (e.g., call forwarding) provided by network service providers.

B) Guidelines/Controls

VSC Assignment Guidelines (INC 96-0802-013)

C) Current Work Volume

On average, 5 to 10 assignment requests per year

- D) Current Tools
Paper records
- E) Documentation/Reporting Requirements
- Existing and new VSC assignments must be published on the NANPA web site.
 - Any additional reporting requirements are identified in Section 9.6
- F) Miscellaneous
N/A

4.2.11 Automatic Number Identification Information Integers (ANI II Digits)

- A) Description of the Resource
- Automatic Number Identification (ANI) "II" digits are two digits that are sent with the originating telephone number identifying the type of originating station (e.g., Plain Old Telephone Service ("POTS"), hotel/motel).
- Requests for the assignment of ANI II digits are referred to the INC for resolution. The physical assignment of the digits and the tracking of assignments is performed by the NANPA.
- B) Guidelines/Controls
- There are no active assignment guidelines for ANI II digits.
- C) Current Work Volume
- On average, about 2 assignments per year.
- D) Current Tools
- Paper records
- E) Documentation/Reporting Requirements
- Existing and new ANI II digit assignments must be published on the NANPA web site.
 - Any additional reporting requirements are identified in Section 9.6
- F) Miscellaneous
N/A

4.2.12 Non-Dialable Toll Points (NPAs 886 and 889)

A) Description of the Resource

Non-Dialable Toll Points are central office codes assigned to individual stations, which typically are located in extremely remote areas where standard telephone service is not available. These arrangements are wasteful of numbering resources (the assignment of an entire CO code to support one or a few stations) but are necessary to support call rating to these remote locations.

B) Guidelines/Controls

Assignment of codes for non-dialable toll points are constrained to the 886 and 889 NPAs. Beyond this constraint, however, there exist no formal guidelines for the assignment of these codes, nor is the NANPA currently involved in these assignments. Apparently, assignments are made by local exchange companies and/or the local code administrators. The need for an alternative to these assignments which would eliminate this use of numbering resources has been referred to the ATIS Network Interconnection and Architecture ("NIA") Committee of the Network Interconnection/Interoperability Forum ("NIIF").

C) Current Work Volume

The number of these assignments and the associated activity related to this use of CO codes is small. The development and implementation of an alternative could eliminate these assignments over the next few years.

D) Current Tools

Assignments for Non-Dialable Toll Points are currently maintained in the Local Exchange Routing Guide ("LERG").

E) Documentation/Reporting Requirements

No formal reporting requirements exist. However, NANPA may be called upon to assist in the effort to eliminate these assignments if and when transition to an alternative method of call completion/rating to these locations is deployed.

4.2.13 Additional NANPA Functional Requirements

NANPA will be responsible for the assignment and administration of new NANP numbering resources. NANPA will participate in the development of any new numbering assignment guideline and provide input on its ability to assign and administer the number resources.

In addition, NANPA will be required to change its administrative and/or assignment procedures relative to the existing NANP numbering resources based on approved changes to the guidelines identified in Attachment 1 or by regulatory directives.

4.3 NANP Transition Plan

The respondent shall provide a description of how it will transition and incorporate the current NANP functions into its organization considering the transition requirements described below.

Per the FCC Report and Order², the maximum duration of the transition period will be 90 days. Within 15 business days from the date of selection of the new NANPA, the new NANPA will meet with the current NANPA to formulate a specific timeline for the transition activities (terms and locations subject to mutual agreement) and for submitting a detailed transition plan to the NANC. Transition activities will commence upon submission of the transition plan unless otherwise directed by the NANC.

Transition activities will include but not be limited to the following:

- On-site training and consultation from the current NANPA on specific number resource administrative processes and specific day-to-day activities;
- Transfer of all electronic and paper files from the current NANPA to the new NANPA;
- A reasonable effort will be made by the current NANPA to communicate past “precedent-setting” decisions and current federal and state docketed activities that could affect future NANP administration decisions.

It is recognized that CIC and NPA Administration will require the most significant amount of on-site training and consultation due to the complexity of administering these particular resources. For this reason, the administration of the other NANPA resources (e.g. Vertical Service Codes, N11 codes, etc.) will be transferred first. Transfer of the administration of these resources should be completed during the first 30 days of the transition period.

The transfer of the administration of all resources must be completed during the first 60 days of the transition period.

During the last 30 days of the transition period, the new NANPA will be responsible for all day-to-day NANP administration responsibilities. During this 30 day period the current NANPA will continue to be available for both on-site and remote consultation as deemed necessary. During the last 30 days of the transition period, anyone having contact with the new NANPA will be asked to provide input to the NANC regarding how the new NANPA is performing. There will also be a combined review session held between the NANC and the old and new NANPA's to review the transition and discuss any industry input.

² Report and Order, CC Docket No. 92-237, In the Matter of the Administration of the North American Numbering Plan, Paragraph 108, 3), “Shifting of the current NANP Administrator’s functions to the new NANP Administrator should occur no later than 90 days after selection of the new NANP administrator.”

5.0 CENTRAL OFFICE CODE ADMINISTRATION

5.1 General Responsibilities

The new NANPA will manage the central office code resource in accordance with published INC guidelines which may be modified by the appropriate regulatory action or statute. These guidelines are the Central Office Code (NXX) Assignment Guidelines (INC 95-0407-008) and the NPA Code Relief Planning Guidelines (INC 94- 1216-004, Rev. 1). The central office code administration performed by the new NANPA organization will encompass five major functional categories as follows:

1. General Client³ Services
2. Central Office Code Request Processing
3. Industry Notification Functions
4. NPA Relief Planning
5. Jeopardy NPA Processes

The inclusion of central office code administration within the new NANPA represents a consolidation of this function which is currently provided by separate, regional entities. Moreover, it should also be recognized that the performance of these functions will continue to require a working relationship with local regulators and considerable knowledge of local/regional environments including, for example, geography, demographics, growth patterns, local dialing plans, etc.. Accordingly, the respondents should consider how they will develop the knowledge of and relationship with local areas, including the possible need for a local presence.

5.2 Central Office Code Administration Functional Requirements

Central office code administration activities include, but are not limited to, the key functional requirements detailed below:

5.2.1 General Client Services

1. Produces and makes available upon request to clients information regarding new NANPA CO Code Administration processes, procedures, interfaces and services.
2. Provides upon request information on how to obtain current documents related to CO code administration by either referring them to Web sites where it will be possible to download electronic copies or provide paper copies if the requester cannot obtain the document via the internet. These documents currently include:
 - Central Office Code (NXX) Assignment Guidelines
 - NPA Code Relief Planning Guidelines
 - Industry Notification of NPA Relief Activity Guidelines
 - NPA Allocation Plan and Assignment Guidelines
 - Recommended Notification Procedures to Industry for Changes in Access Network Architectures

³ Client represents code applicants, code holders, regulatory organizations, and the general public.

3. Provides assistance to users of numbering resources and suggests alternatives, when possible, that will optimize number resource utilization.
4. Maintains working knowledge of local dialing plans.
5. Assists Code Applicants in understanding and completing the Part 1 form contained in the CO Code (NXX) Assignment Guidelines.
6. Responds to inquiries regarding available CO Codes.

5.2.2 Central Office Code Request Processing

1. Receives and processes applications for CO Codes in accordance with CO Code (NXX) Assignment Guidelines, INC 95-0407-008.
 - Reviews CO Code Request Form entries for compliance with CO Code (NXX) Assignment Guidelines
 - Maintains knowledge of the eligibility requirements necessary to be assigned CO codes
 - Initiates inquiries to Code applicant as necessary to gain clarification or additional information
2. Assigns a central office code.
3. Applies CO Code conservation practices in accordance with the CO Code (NXX) Assignment Guidelines
4. Selects a CO Code that does not present dialing, routing or rating conflicts.
5. Requests and obtains local dialing plans and maintains this information for use in making CO code assignments (this may require regulatory action for effective implementation).
6. Provides a response to CO Code applicants within the time frame specified in the CO Code (NXX) Assignment Guidelines (i.e., assign, seek additional information or deny assignment).
7. Verifies that applicants place the codes in service within the time frames specified in the CO Code (NXX) Assignment Guidelines.
8. Adapts assignment practices in accordance with changes to the CO Code (NXX) Assignment Guidelines and regulatory directives.

5.2.3 Industry Notification Functions

1. Follows the CO Code (NXX) Assignment Guidelines for notification of CO Code assignments which is currently performed by entering data directly into RDBS/BRIDS. (The RDBS ACD screen must indicate that the NPA/NXX is assigned before any party can enter routing and rating data into RDBS/BRIDS. The CO Code administrator currently enters the NPA/NXX, Operating Company Number (OCN) and Effective Date in accordance with the

CO Code (NXX) Assignment Guidelines and the ICCF Recommended Notification Procedures to Industry From Changes in Access Network Architecture - ICCF 92-0726-004, Revision 2.)

2. Has the capability to input rating and routing data into the RDBS and BRIDS as a service to code holders that do not wish to perform these functions themselves (see Section 7.0 for more information).
3. Assists in the resolution of call completion problems in accordance with the CO Code (NXX) Assignment Guidelines.

5.2.4 NPA Relief Planning

The new NANPA shall assume the NPA Relief Coordinator functions specified in the NPA Code Relief Planning Guidelines (INC 94-1216-004, Rev. 1). Key elements of these Guidelines include the following. Regulatory authorities may choose to assume any of these responsibilities (see FCC CC Docket No. 96-98, Second Report and Order).

1. Determines need for and identifies timing of NPA Relief in accordance with CO Code (NXX) Assignment Guidelines and NPA Code Relief Planning Guidelines. The current tool for performing this task is COCUS (Central Office Code Utilization Survey)
2. Promptly communicates with all affected industry members and appropriate regulatory bodies to advise them of the need for relief planning to occur
3. Prepares and distributes to industry members an Initial Planning Document (“IPD”) for each NPA projected to exhaust over the forecast period, as identified in the annual COCUS. The IPD should describe and assess identified relief options and include information on future industry meeting dates for discussion of relief options with the objective of reaching industry consensus on a Relief Plan.
4. Notifies interested industry and regulatory parties and conducts Industry NPA Relief Meeting(s) to gain consensus of local industry and obtain endorsement of regulatory authorities on the relief plan and relief date (check NPA Relief Planning Guidelines)
5. Performs the role of moderator for all relief planning meetings (i.e., issuing meeting announcements, coordinating meeting arrangements, leading the meeting, issuing meeting minutes, and other duties necessary to conduct the meeting)
6. Identifies possible NPA relief options and methods (each relief option may include more than one “relief method” such as a split, overlay or boundary realignment).
7. Lists and qualifies the impacts of each NPA relief option in order to determine the advantages and disadvantages of the alternatives (e.g., dialing impacts, permissive dialing requirements, projected future exhaust date (i.e., length of relief period));
8. Submits to the appropriate regulatory body the results of the industry effort regarding NPA relief planning when consensus is reached or when consensus cannot be reached in the time frame established for reaching industry consensus. If consensus cannot be obtained, requests the regulatory body to provide assistance in reaching a solution, and provides the regulatory body with any background information deemed necessary, including comments of industry participants.
9. Provides testimony as necessary
10. Prior to the NPA relief date, assigns a new NPA code(s) in accordance with the approved relief plan
11. Provides industry notification of NPA code relief activities as per Industry Notification of NPA Relief Activity Guidelines (i.e., adequate advance notice, public announcements, test

- number and testing period, new boundary maps, new dialing procedures, Routing Data Base System (RDBS), Line Information Data Base (LIDB), BRADS/BRIDS, LERG, LIDB Access Routing Guide (LARG), relief date, permissive dialing period, mandatory dialing date, ANI records, etc.)
12. With the input and approval of the industry, prepares and issues a press release to inform the public of the industry/regulator approved Relief Plan and responds to requests from the media and public for information
 13. Assists NPA Relief implementation teams as necessary and assists the Number Administration Service Center ("NASC") in modifications to the 800/888 database

5.2.5 Jeopardy NPA Processes

The new NANPA will fulfill the jeopardy NPA process responsibilities per the Guidelines, including, but not limited to, the following:

1. determines if and when to declare a Jeopardy NPA condition by continually monitoring CO code growth
2. upon the identification of a jeopardy situation, notifies appropriate regulatory authorities and affected parties within the NPA
3. invokes special conservation procedures including the establishment of a code relief date
4. calls and conducts Jeopardy NPA Industry Meetings
5. collects and compiles Jeopardy COCUS forms in Jeopardy NPAs
6. implements Extraordinary NPA-specific Conservation Measures if necessary subject to local industry consensus or regulatory direction

5.3 Central Office Code Transition

The respondent shall provide a written description of how it will incorporate the CO code administration functions described above into its organization.

The CO codes assignment function must be transferred to the new NANPA no more than 18 months after the new NANPA has assumed all of Bellcore's current NANPA functions. A draft Transition Plan will be jointly developed by the NANC CO Code Transition Task Force and the new NANPA within 60 days after selection of the new NANPA. Development of this transition plan will require the new NANPA to confer with the current CO code administrators to formulate a specific time line for the transition activities for each existing CO code administration area. The draft transition plan will be submitted to the NANC for approval within 60 days after selection of the new NANPA. Subject to changes by the NANC, the final transition plan must be submitted to the NANC not later than 90 days after selection of the new NANPA. At that time, transition will begin and must be completed within 18 months.

The respondent's written description shall address the following requirements:

5.3.1 Basic planning information which includes but is not limited to the follow:

1. staffing and cross-training requirements
2. transition and hand-off schedules
3. general description of methods which would be used to address various local aspects and requirements for CO code assignments, such as tracking of cross-boundary local calling requirements, identification of local calling areas and knowledge of specific local and toll dialing plans within the states.
4. a description of how CO code administration costs during the transition period were allocated. With the exception of "startup costs," it is expected that the new NANPA will not assess charges or seek to recover costs for administrative services not yet being performed during the transition period.

5.3.2 Demonstrate its ability and describe the process to be used for coordination with existing CO code administrators within the U.S. and its territories for the transfer of supporting information. Supporting information may include but is not limited to:

1. copies of all CO code requests received after the start of transition
2. non-proprietary assignment status information for all CO codes in all NPAs
3. historical summaries of assigned CO code quantities for the last five years (e.g., historical COCUS input data since January 1, 1992)
4. detailed information pertaining to local calling areas
5. detailed information regarding specific assignment limitations such as those resulting from cross-boundary local calling, network capabilities, etc.
6. contact lists of key personnel involved with the resolution of routing problems
7. most recent area code exhaust projections and methodologies used to project exhaust
8. complete mailing lists of industry members affected by ongoing area code relief projects
9. copies of all industry meeting minutes, regulatory filings, and non-proprietary planning data relating to ongoing area code relief projects

6.0 DISPUTE RESOLUTION

The new NANPA and the Billing and Collection Agent will be involved with dispute resolutions. These disputes could arise from the performance of the NANPA activities, from industry forum activities, from conflicting government or regulatory policy directives or directly from the NANC. The extent of involvement of the new NANPA in the resolution of disputes will depend on the nature and origin of the dispute.

The new NANPA will be assigning numbering resources based on industry guidelines. A dispute may arise from the new NANPA assigning or denying the assignment of a resource, and the new NANPA would be required, based on the relevant assignment guidelines and regulatory directives, to address the dispute. In addition, disputes may arise between regulatory authorities of the NANP member countries and the new NANPA may be required to participate in the resolution of the issue between the countries involved.

Also, disputes may arise within industry numbering activities and the new NANPA may be requested to participate in its dispute resolution by providing guidance and/or historical data.

The NANC is in the process of developing a dispute resolution process for resolving disputes brought to NANC. The amount of new NANPA involvement in this NANC dispute resolution process has not been determined as the NANC has not yet developed its process. At a minimum, the new NANPA will be required to provide any information it has relative to the dispute to the appropriate group responsible for resolving the dispute.

During the Requirements Document process, the NANC will keep the respondents informed of any decisions the NANC makes relative to new NANPA involvement in the dispute resolution process.

7.0 ENTERPRISE SERVICES

Enterprise services are services not described elsewhere in this Requirements Document that may be provided by the new NANPA for a specific fee. Enterprise services and their associated fees are subject to prior approval by NANC.

7.1 Operating Principles

The following operating principles apply to the provision of enterprise services.

1. The fees associated with enterprise services shall be fair and reasonable.
2. Enterprise service fees for the same service must be the same for all customers.
3. Enterprise services shall be performed without jeopardizing NANPA duties and responsibilities.
4. Proprietary/confidential information provided to the new NANPA shall not be used in the provision of any enterprise service.
5. All fees associated with an enterprise service shall be collected by the new NANPA.

7.2 Required Enterprise Service

Provide rating and routing input to the RDBS/BRIDS for code applicants that request the new NANPA to input the information contained in Part 2 of the CO Code Administration Guidelines. This includes reviewing the information, assisting in the preparation of the information and the actual inputting of the information in the associated databases.

Respondents shall provide in their response a proposed fee to be charged to the applicant requesting this service.

7.3 Optional Enterprise Services

The following identify possible enterprise services that may be provided by the new NANPA.

1. Provide training services concerning all aspects of numbering, including central office code assignment, administration and implementation.
2. Provide customized reports concerning number resource assignment. Enterprise services excludes requests for specific reports made by regulatory authorities, NANC, INC and standards bodies.

7.4 Auditing

All direct costs associated with providing enterprise services shall be identified and recorded separately from the costs associated with the non-enterprise NANPA functions. These costs will be reported on an annual basis to the NANC.

The new NANPA shall obtain an audit from an independent auditor after the first year of operations and every two years thereafter. The audit shall include an evaluation of the validity and reasonableness of the costs recorded with respect to its enterprise services.

8.0 BILLING AND COLLECTION AGENCY FUNCTIONAL REQUIREMENTS

8.1 Introduction

The following sections describe the responsibilities and functions the Billing and Collection Agent must perform. Respondents submitting a proposal for the Billing and Collection Agency function must demonstrate compliance with the following sections in this Requirements Document, as well as with the other terms set forth in Section 8.0.

Section 1.1	Introduction
Section 1.2	Neutrality
Section 1.3	Term of Administration
Section 1.4	Valid Period for Respondent Proposals
Section 1.5	Impacts of Regulatory and Industry Activities
Section 1.6	Performance Review Process
Section 1.7	Termination for Non-Performance
Section 1.8	Preparation and Submission of Proposals
Section 1.9	Evaluation of Proposals (with the exception of Section 1.9.3.2)
Section 1.10	Schedule
Section 1.11	Confidentiality and Use of Information
Section 1.12	Inquiries
Section 2.0	Proposal Outline
Section 6.0	Dispute Resolution
Section 9.1	Hours of Operation
Section 9.2	Telecommunications Requirements
Section 9.3	Security Requirements
Section 9.4	Staffing Requirements
Section 9.5	Organizational Structure
Section 10.0	Pricing

8.2 General Responsibilities

The following is a description of general responsibilities associated with the Billing and Collection Agency functional requirements.

1. The Billing and Collection Agent shall be responsible for collecting payments for all functions associated with numbering administration described in this document for a period of five (5) years. Payments will be provided by telecommunications carriers in nations participating in NANP. As described in more detail below, non-U.S. entities will not be required to contribute to certain categories of costs. The cost collection activity will commence 90 days after the selection of a Billing and Collection Agent.
2. Carrier payments will be assessed on all telecommunications carriers providing telecommunications services using their own facilities or the facilities and services of other telecommunications carriers. Such payments will be based upon each telecommunications carrier's proportionate share of gross U.S. based international, interstate, and intrastate telecommunications services revenues less any payments made to other telecommunications carriers for telecommunications facilities and services used to provide telecommunications services as provided in CC Docket No. 96-98, FCC 96-333 (on reconsideration), or otherwise required by applicable law. Telecommunications

carriers are defined in Section 3 (44) of the Communications Act of 1934, as amended by the Telecommunications Act of 1996.

3. Non-U.S. payments shall be based on each nation's share of the total population of the NANP area. A single aggregate payment will be collected from a representative identified by each country's telecommunication carriers or government. The representative shall be responsible for collecting from the telecommunications carriers in that country. Population estimates must be obtained from a public source which is acceptable to the effected governments. Non-U.S. entities that perform their own central office code administration function will not be responsible for costs associated with the administration of U.S. central office codes and associated billing and collection activities. Other adjustments to the share of non-U.S. carriers may be required.
4. The Billing and Collection Agent shall have responsibility for maintaining and updating a comprehensive list of U.S. telecommunication carriers. A preliminary list of telecommunications carriers can be obtained from the FCC (Industry Analysis Division). An initial list shall be based on those carriers which contribute to the Telecommunications Relay Service fund (TRS). There are approximately 3,500 carriers which contribute to TRS. Carriers contributing to the NANP must also include any carrier which provides intrastate telecommunications services, thus the 1,300 carriers that currently contribute to TRS represent a lower bound to the number of carriers from which the collection agent must obtain funds. Carriers shall be responsible for self reporting; however, the billing and collection agent shall be tasked with monitoring reporting and taking reasonable steps to identify non-complying carriers.
5. All U.S. telecommunications carriers shall contribute to cost recovery, but the size of each entity's payment will differ depending on its gross revenues less adjustments specified by FCC. The minimum payment will be \$100 per year. Any carrier that must contribute \$1,200 or more shall be permitted to make 12 equal monthly installment payments.

8.3 Qualities and Attributes

Respondents shall describe how they possess or how they will acquire the following attributes:

1. Knowledge of all relevant legislation that bears on number administration and collecting funds and/or proprietary information from individual firms and foreign entities.
2. Knowledge of all relevant FCC rules related to number administration, fund collection, and reporting requirements. The Billing and Collection Agent should also be familiar with any Office Of Management and Budget rules and regulations that may directly impact the collection process.
3. Knowledge of generally accepted accounting standards and laws regarding fiduciary responsibility, privacy requirements, as well as other activities that directly affect the responsibility of the Billing and Collection Agent.
4. Knowledge and understanding of cost recovery mechanisms used by the FCC or other federal agencies.

8.4 Billing and Collection Agency Functional Requirements

The following is a description of the Billing and Collection Agency Functional Requirements:

1. The Billing and Collection Agent shall be responsible for designing a standardized Reporting Worksheet for collecting information from telecommunications carriers. The Worksheet must comply with all relevant Federal requirements and must be consistent with the applicable FCC Orders including but not limited to CC Docket No. 92-237 (FCC 95-283) and CC Docket 96-98 (FCC 96-333).
2. The Billing and Collection Agent shall work with the appropriate NANC and FCC personnel in developing the Worksheet and the Worksheet must be submitted to the NANC and approved by the FCC.
3. The Billing and Collection Agent must understand and follow any necessary public notice requirements in disseminating the Worksheet to telecommunication carriers and other NANP nations.
4. The Billing and Collection Agent shall develop procedures for monitoring industry compliance with the reporting requirements.
5. The Billing and Collection Agent shall be responsible for computing the payment for each contributing entity based on an approved formula which will allocate costs to countries based on population and allocate costs to U.S. telecommunications carriers in accordance with the Commission's regulations and applicable law.
6. The Billing and Collection Agent shall develop any necessary corporate and international contacts required to facilitate cost recovery.
7. The Billing and Collection Agent shall propose specific procedures for addressing reporting failures or failures in making timely payments.
8. The Billing and Collection Agent shall develop a procedure for computing, billing, and collecting each contributing entity's payment to the fund. This procedure should provide reasonable time for each entity to respond to its obligation as well as a means for resolving questions with respect to the cost collection process.
9. The Billing and Collection Agent shall design procedures for ensuring the validity of reported data.
10. The Billing and Collection Agent shall establish a procedure for collecting and verifying installment payments. Costs allocated to nations other than the U. S. should be collected and submitted directly to the Billing and Collection Agent subject to the cost recovery mechanism established by each nation.
11. Because fund collections and disbursements may vary due to timing differences, the Billing and Collection Agent shall develop a procedure for collecting, disbursing, and accounting for variances in fund availability.

12. The successful bidder must implement the Billing and Collection Agency function within 90 days of being selected.
13. The Billing and Collection Agent shall collect funds for the payments to the new NANPA for performing functions assigned to it and payments to the Billing and Collection Agent to perform the functions assigned to it.
14. The Billing and Collection Agent shall distribute funds to the new NANPA on a monthly basis for performing the NANPA functions.
15. The Billing and Collection Agent shall file an annual report with the FCC and other national government authorities as appropriate which includes payments received and administrative and operating expenses associated with numbering administration paid out during the period covered by the annual report.
16. The Billing and Collection Agent shall establish procedures and maintain records to ensure operational integrity. The Billing and Collection Agent shall submit a report to the FCC and/or the NANC demonstrating such compliance March 31, June 30, Sept. 30 and Dec. 31. The format of this report shall be approved by NANC.
17. The Billing and Collection Agent shall obtain an audit from an independent auditor after the first year of operations and every two years thereafter. The audit will include:
 - a) an evaluation of the validity and reasonableness of the payments calculated and received;
 - b) an explanation of any limitations imposed on the auditor by the Billing and Collection Agent in the course of its review which might affect the auditor's opinion; and
 - c) a statement by the auditor that the Billing and Collection Agent has complied with applicable FCC rules and Section 8.1.

8.5 Allocation Methodologies

There are two allocation methodologies that will be used by the Billing and Collection Agent in the performance of this function. These methodologies are described in the following sections. The final allocation methodology shall be determined by the nations participating in the NANP and provided to the recommended Billing and Collection Agent. Each nation shall establish its own mechanism for paying for its share of the costs.

8.5.1 Sharing Costs Between Nations Participating in the NANP

1. Each nation participating in the NANP shall pay its fair share of the costs of performing the functions of the new NANPA which are applicable to it.
2. Each nation's share of the costs of the new NANPA which are applicable to all the nations in the NANP should, subject to the consideration described below, be based upon each nation's share of the total population of the NANP area, as this would provide a reasonable basis for assigning those costs to the nations participating in the NANP. (See Attachment 5 NANP Population Statistics).

3. The population-based Canadian and Caribbean countries share of the cost of the new NANPA (9.247% and 4.229%, respectively, as illustrated in Attachment 5) may be reduced to a lower percentage to reflect the reduced work level applicable to Canada and the Caribbean countries due to the work performed by the Canadian Numbering Administration ("CNA") and Caribbean carriers, and due to the new NANPA's performance of certain functions exclusively for the U. S. telecommunications industry. The final allocation methodology shall be determined by the nations participating in the NANP and the new NANPA. This methodology shall be provided to the recommended Billing and Collection Agent.
 - a) Canada has a CNA which performs certain duties regarding NANP and number resource assignment for Canadian entities and which is already funded by the Canadian telecommunications industry. Consequently, the population method of allocating costs among the NANP nations should be modified to reflect the fact that some of the new NANPA functional requirements are already performed, in whole or part, by the CNA.
 - b) The CNA presently reviews for completeness and regulatory compliance all applications by Canadian entities for the following resources before forwarding them to the new NANPA for assignment: International Inbound NPA 456 NXX Codes, PCS/N00 500 Codes, 900 NXX Codes, 800 855-XXXX line numbers, 555-XXXX line numbers, and Carrier Identification Codes. In the near future, the CNA will also perform administration for Canadian PCS/N00 500 Codes and N11 Service Codes. In addition, the CNA provides to Canadian entities copies of applicable INC assignment guidelines as well as Canadian assignment guidelines, which have been modified by the CSCN to reflect uniquely Canadian requirements. The CNA also provides significant consultation to Canadian carriers with respect to number resource assignment guidelines. These CNA activities significantly reduce the volume of work performed for Canadian entities by the new NANPA. In addition, the new NANPA will perform certain NANPA functional requirements exclusively for the U. S. telecommunications industry, such as support for U. S. Study Group A and ITU Study Group 2, becoming familiar with U. S. legal and regulatory requirements, and administration of the U.S. pool of PCS/N00 500 NXX Codes.
 - c) Similarly, Caribbean region countries (including Bermuda) perform certain numbering administration functions without the assistance of new NANPA. With the introduction of NPAs per nation, CO code administration within the Caribbean region will be performed by each nation. In addition, certain resources, such as Carrier Identification Codes, International Inbound NPA 456 NXX Codes, etc., are not utilized by the Caribbean region. Consequently, the population-based method of cost allocation should be modified to reflect the lower level of support required of the new NANPA by the Caribbean region.

8.5.2 U. S. Payments

1. U. S. payments shall be assessed on all telecommunications carriers providing telecommunications services using their own facilities or the facilities and services of other telecommunications carriers. Such payments shall be based upon each telecommunications

carrier's proportionate share of gross international, interstate and intrastate telecommunications services revenues less any payments made to other telecommunications carriers for telecommunications facilities and services used to provide telecommunications services ("net revenues") unless otherwise required by applicable law. The net revenue amount used shall be for the previous calendar year.

All telecommunications carriers, as defined in Section 3(44) of the Communications Act of 1934 as amended by the Telecommunications Act of 1996, shall be assessed payments for the recovery of costs associated with the NANPA administration. Carriers shall be assessed payments based upon their net revenues for telecommunications services, defined as "the offering of telecommunications for a fee directly to the public, or to such classes of users as to be effectively available directly to the public, regardless of the facilities used."

At a minimum, all services used in determining a payment to the Interstate Telecommunications Relay Service Fund, including their intrastate equivalent, shall be used in determining the payment to fund numbering administration. Examples of such telecommunications services shall include, but not be limited to, intrastate, interstate and international services such as access, toll-free, 900, WATS, PCS, cellular, paging, specialized and commercial mobile radio, satellite, operator services, telex, telegraph and video.

2. U.S. payments to the support of new NANPA and the Billing and Collection Agency functions shall be based on the following calculation which will yield the annual payment requirement for an individual telecommunication carrier.
 - "net revenues" of an individual telecommunication carrier divided by the total "net revenues" for all telecommunication carriers in the U.S.
 - multiplied against total payment requirement (12 month period) for the NANPA, and the Billing and Collection Agent (less the portion assigned to other NANPA Nations).
3. Each telecommunications carrier is responsible for self-reporting to the Billing and Collection Agent. Failure to do so in a timely manner will subject such carrier to possible FCC penalty and/or sanction.
4. Each telecommunications carrier shall provide information in accordance with a "NANPA Worksheet" which shall be published in the Federal Register. On an annual basis, the Billing and Collection Agent shall serve each telecommunications carrier with a copy of the NANPA Worksheet. The NANPA Worksheet shall request the following information: the contributor name, gross telecommunications revenues, payments to other carriers, and net telecommunications revenues for the previous year. Each telecommunications carrier shall submit a completed NANPA Worksheet to the Billing and Collection Agent.
5. An officer of the contributor shall certify the accuracy of the information on the completed Worksheet. The Worksheet shall be subject to verification by the FCC or the Billing and Collection Agent at the discretion of the FCC.
6. The Billing and Collection Agent shall utilize the information submitted by the telecommunications carriers to calculate the payment factor and each individual telecommunications carrier's required payment. The Billing and Collection Agent shall submit a bill to each telecommunications carrier for payment. Telecommunications carriers shall

submit their payments to the Billing and Collection Agent within 30 days of the billing date. The Billing and Collection Agent shall bill contributors a separate assessment for reasonable administrative expenses and interest resulting from improper filing or overdue payments.

7. The Billing and Collection Agent shall examine and verify the data received from telecommunications carriers to ensure the accuracy and integrity of fund payments.
8. The Billing and Collection Agent shall take all reasonable action to ensure that all eligible entities are identified, billed and contribute to this fund.
9. The Billing and Collection Agent shall keep all data obtained from telecommunications carriers confidential and shall not disclose such data in company-specific form unless authorized by the FCC. The Billing and Collection Agent shall not use such data except for purposes of calculating, collecting and verifying payments.

9.0 MISCELLANEOUS

9.1 Hours of Operation

The new NANPA shall be available a minimum of five days a week, eight hours a day. However, since the NANP serving area covers several time zones, the new NANPA must provide a mechanism (e.g., voicemail, email, facsimile) to be accessible on a 24-hour basis in order to meet the needs of the clients. It is expected the new NANPA will respond within one business day to general inquires or questions made outside the normal business hours.

9.2 Telecommunications Requirements

Voice and data capabilities are required in order to communicate with the industry concerning NANP administration.

Each new NANPA staff member exclusive of the Billing and Collection Agent must have an individual phone number. The phone system must provide the capability to allow a caller to leave a message easily. This can be accomplished by an electronic messaging system that allows the caller to leave a message for the person called.

The new NANPA , exclusive of the Billing and Collection Agent, must have access to routing and rating databases (e.g., RDBS and BRIDS). This can be accomplished through dial-up access. The new NANPA will also have access to the information contained in the LERG or an equivalent.

The respondent must include a description of the proposed voice communication and computer facilities to be implemented.

9.3 Security Requirements

Due to the proprietary and/or sensitive nature of some information that will be received, proper security measures must be taken. This includes the establishment of a secured work area with limited access and secured record retention practices. In addition, appropriate security will be required for any computer systems which contain NANP number assignment information and proprietary applicant information, including any system which is connected to any telecommunications network.

Respondents should also provide a capability for disaster recovery. The respondent shall include a description of its disaster recovery plan and procedures.

9.4 Staffing Requirements

Staffing of the new NANPA will be at appropriate levels to ensure the new NANPA can efficiently perform the functions identified in this Requirements Document and provide timely responses.

Staff should be available a minimum of five days a week, eight hours a day. However, if circumstances warrant, they must be available at other times to meet the needs of the industry. The physical location of the administration facility is at the discretion of the bidder. However, staff must be able to travel, when necessary, to meet the needs of the industry (e.g., INC, seminars, NPA relief activities).

Staff should possess the attributes required to perform the functions of the new NANPA as described in this Requirements Document. Proposed staffing profiles and levels as well as the physical location of the staff must be part of the bidder's initial response.

9.5 Organizational Structure

Along with the submission of a response to this Requirements Document which outlines how the above requirements in Sections 4.0 and 5.0 are to be met, a respondent should also provide its thoughts on how it will be structured for operations to meet those requirements. Perceived operational structure (e.g., centralized operation, regional locations), including the number of people required to run each operation, should be included in the proposal.

9.6 Reporting Requirements

The following sections discuss the number resource reports and web site requirements for the new NANPA.

9.6.1 NANP Number Resource Reports

The new NANPA will be required to provide regular reports on number resources administered by the new NANPA. These reports will be established for each resource assigned and will include the following information and any other information the industry deems necessary:

- assignments (assigned and available resource)
- assignment rates
- trends
- projections
- triggers for industry action

These reports will be provided on a semi-annual basis to the NANP distribution list for all resources not in some designated form of jeopardy. For those resources being closely watched, due to high assignment rates and that are in danger of being depleted within two years, reports will be provided on a monthly basis.

9.6.2 North American Numbering Plan Administration Annual Report

This document is published annually to report on the status of NPA and CO Codes as a public resource. Its publication should coincide with receipt of the results of the annual COCUS survey and may be a part of the NANC annual performance review process. The annual report will contain at a minimum, but not be limited to:

1. Brief Description of the North American Numbering Plan
2. Highlights/significant milestones reached during previous year
3. Current NPA Code Listings - Alphabetical by State/Province and Numerical
4. COCUS forecast results - Current Year Forecast
5. NPA Codes Projected to Exhaust for 10 year forecast period
6. Status of NPA Codes planning or in relief planning
7. Dialing Plans

8. Description of all Numbering Resources assigned by the new NANPA and appropriate point of contact to obtain.
9. Appendix of Reference documentation to assist numbering resource users.

9.6.3 NANPA Web Site

The following information shall be made available on a internet web site developed and maintained by the new NANPA. This information shall be updated on a timely basis, but at a minimum no less than once every week. Respondents shall describe the security measures they will take to ensure the web site and the information contained on it is adequately safeguarded.

The information to be included on the web site is:

1. NANPA Information
 - a) NANPA general information
 - b) Contact names
 - c) Telephone numbers
 - d) Facsimile numbers
 - e) E-mail addresses
2. NPA Information
 - a) Assigned, Reserved for possible geographic relief (Specific areas not indicated)
 - b) Other non available NPA codes
 - c) NPAs assigned by state or region
 - d) Locations served by NPA
 - e) Dialing Plans per NPA
3. NPA NXX Code Information
 - a) NPA-NXX assigned, the carrier to which the NXX is assigned, effective date
 - b) NPA -NXX test numbers
 - c) Unavailable NXXs
 - d) Summary of assigned and available NXXs per NPA
 - e) During NPA relief activities: current data reflecting relief activity (e.g., NXX code assignments in each NPA, key dates, etc.)
4. 900 NXX Information
 - a) List of assigned 900 NXXs codes and the carrier to which the NXX is assigned
5. 500 NXX Information
 - a) List of assigned 500 NXX codes and the carrier to which the NXX is assigned
6. Carrier Identification Code (CIC) Information
 - a) List of assigned CICs and the carrier to which the CIC is assigned
7. Vertical Service Code Information
 - a) List of assigned VSCs and their respective purpose
8. 456 NXX Code Information
 - a) List of 456 NXX codes and the carrier to which the NXX is assigned
9. ANI II Digits Information
 - a) List of ANI II and the stated purpose of the code
10. 555-XXXX Line Number Information
 - a) List of 555 line numbers and the carrier/service provide to which the 555-XXXX line number is assigned

11. N11 Service Code Information
 - a) List of assigned N11 Service Codes and a description of the service to which the N11 code is assigned
12. 800-855 Number Information
 - a) List of assigned 800-855 numbers and the carrier/service provider to which the 800-855 number is assigned
13. New numbering resources as may be defined
14. INC Number Resource Assignment Guidelines
15. NANPA Information Letters relative to NPA Code Relief (i.e., notification of assigned NPA and key dates associated with implementation)
16. Other NANPA information as directed by NANC or appropriate regulatory authorities
17. Recent NANPA Reports
 - a) List of recent (past 6 months) NANPA Reports concerning number resources (does not include enterprise service reports) including the annual report to the NANC (downloadable in a machine readable form using standard word processing and spreadsheets programs as appropriate).

SECTION 10 PRICING

The major administrative functions, NANP administration, central office code administration and Billing and Collection Agent, should be quoted as a firm, fixed price. The pricing information shall be valid for a period of twelve (12) months.

Respondents may submit proposals to perform only NANPA functions, only Billing and Collection Agency functions, or both as a total solution. Respondents submitting proposals to perform only the NANPA functions should provide separate prices for the NANPA and CO code administration functions in Table 1 below. Respondents submitting proposals to perform only the Billing & Collection Agency function should provide prices for the Billing & Collection Agency function in Table 2 below. Respondents submitting proposals to perform all functions should provide separate prices for each of the functions in Table 3 below.

Respondents willing to perform either the NANPA/CO code administration functions or the Billing and Collection Agency function, or both as a total solution, should complete all three tables.

Respondents who only wish to perform all functions as a total solution should complete only Table 3.

Use Table 1 to indicate prices associated with a proposal to perform only the NANP and CO Code Administration functions.

TABLE 1 - To Perform NANP and CO Code Administration Only					
Function	Year 1	Year 2	Year 3	Year 4	Year 5
NANP Administration					
CO Code Administration					

Use Table 2 to indicate prices associated with a proposal to perform only the Billing and Collection Agency function.

TABLE 2 - To Perform Billing and Collection Only					
Function	Year 1	Year 2	Year 3	Year 4	Year 5
Billing & Collection					

Use Table 3 to indicate prices associated with a proposal to perform all functions as a total solution.

TABLE 3 - To Perform All Functions as a Total Solution					
Function	Year 1	Year 2	Year 3	Year 4	Year 5
NANP Administration					
CO Code Administration					
Billing & Collection					

Prices shall be quoted in U.S. dollars inclusive of government taxes, customs duties, tariffs, etc.. The prices quoted for each of the functions shall be inclusive of all start-up, transitional, managerial overhead, hardware, software, maintenance, travel, salaries, office space, heat, light, power, telecommunications, and other costs.

The respondent shall guarantee in its proposal that the prices for the services rendered shall be at least as low as those charged to the respondent's most favored customer for like quantities of the same or substantially similar services (i.e., preferred customer pricing). If the respondent's prices decrease during the term of the Agreement, which shall include the respondent's prices for similar services for sale to any other customers, the NANC shall receive preferred customer pricing in accordance with the intent of the above statement from the date the price decrease becomes effective.

ATTACHMENT 1 INDUSTRY GUIDELINES

The following is a list of documents, which may be modified from time to time by the INC, that are used in the assignment and administration of NANP numbering resources. Each contains a description of the functions to be performed by the new NANPA or provides direction on how numbering resources are to be administered.

1. INC 94-0401-001 800-855 Number Assignment Guidelines (dated April 1996)*
2. INC 94-0429-002 555 NXX Assignment Guidelines (dated April 1996)*
3. INC 94-0826-003 International Inbound NPA (INT/NPA/NXX) Assignment Guidelines (dated April 1996)*
4. INC 95-0127-006 Carrier Identification Code (CIC) Assignment Guidelines (dated September 1996)*
5. INC 95-0407-009 Personal Communications Services N00 NXX Code Assignment Guidelines (dated April 1996)*
6. INC 96-0308-011 NPA Allocation Plan and Assignment Guidelines (dated April 1996)*
7. INC 95-0407-008 Central Office Code (NXX) Assignment Guidelines (dated September 1996)*
8. INC 94-1216-004 NPA Code Relief Planning Guidelines (dated March 1996)*
9. INC 96-0802-015 Vertical Service Code Assignment Guidelines (dated August 1996)*
10. ICCF 92-1127-006 Industry Notification of NPA Relief Activity Guidelines (Revised ICCF29, 7/93)*
11. ICCF 92-0726-004 Recommended Notification Procedures to Industry From Changes in Access Network Architecture**
12. Bellcore Letter AL-86/07-006 "900 NXX Code Assignment Guidelines" (INC has developed industry guidelines on 900 NXX Code Assignment Guidelines that are expected to be approved on April 4, 1997 which will supersede the Bellcore Letter.)

NOTE: All of these documents are available from the FCC's Common Carrier Bureau, Network Services Division Reference Room. Those documents marked with an asterisk (*) are also available on the following internet address: www.atis.org/atis/clc/inc/inchom.htm. Those documents marked with a double asterisk (**) are also available on the following internet address: www.atis.org/atis/clc/niif/niifdocs.htm.

**ATTACHMENT 2
A SUMMARY OF CURRENT WORKLOAD AND STAFFING
FOR THE CO CODE ADMINISTRATION FUNCTION**

Administrator Company	NPAs Administered	Code Requests/yr	NPA Relief¹ In Progress (1997-98)	Future NPA Relief¹ (1999-2004)
AMERITECH	25	1215	7	11
BELL ATLANTIC	20	>1152	6	7
BELLCORE (809)	.5	30	18	0
BELLSOUTH	25	2045	14	10
CINCINNATI BELL	1	60	1	0
GTE	3	150	0	2
NYNEX	16	414	2	1
PACIFIC BELL	14	>1400	10	6
SOUTHERN NEW ENGLAND	2	150-200	0	2
SOUTHWESTERN BELL	20	1500	4	10
US WEST	25	>1200	5	5

Additional Details

NOTE: The information provided concerning staffing levels to perform CO code administration functions in the following companies reflect different levels of service and therefore should not be compared directly.

Ameritech

Ameritech is the CO code administrator for the states of Illinois, Indiana, Michigan , Ohio (except 513), and Wisconsin.

Resources:

Code Administrators/Relief Planners	5
Code Administrator Only	1
LERG/RDBS/BRIDS inputters	3

Total NPAs supported	25
Total NXXs assigned YTD all NPAs	929

Future Relief Plans:

Indiana:

317/765	2/1/97	6/28/97	FIRM-IMPLEMENTATION
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Michigan:

810/248	5/10/97	9/13/97	FIRM- IMPLEMENTATION
313/734	12/13/97	7/25/98	BEING FINALIZED

Ohio:

513/937	9/28/96	6/14/97	PERMISSIVE DIALING
216/440	8/16/97	4/4/98	FIRM-IMPLEMENTATION
614/NPA	N/A	N/A	PLANNING- INDUSTRY MTGS.

Wisconsin:

414/NPA	3Q97		INDUSTRY PLAN PENDING
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NPAs expected to exhaust by the year 2000: NPAs 630, 708, 847

Bell Atlantic

Bell Atlantic Code Administration Center, located in Baltimore, Maryland, currently administers 20 NPAs in six states and the District of Columbia (New Jersey, Pennsylvania, Delaware, Maryland, Virginia and West Virginia). Any Bell Atlantic NPAs that are scheduled to exhaust before the year 2000 have already been identified to the Industry. There are a total of 11 NPA Relief Plans in various stages; 3 splits in progress, 3 overlays in progress, and 5 NPAs awaiting relief decisions by State Commissions. Three of 5 NPAs for which decisions are pending have been declared in jeopardy. This center processed >1,152 NXX code applications from January 1, 1996 to November 1, 1996 and is staffed by one full time equivalent manager and one clerical person.

Bellcore

The countries currently in the 809 NPA are now setting up local CO Code Administration organizations as a result of obtaining their own NPAs. It is Bellcore's view that it is unlikely that these countries will choose to have the new NANPA assume CO Code Administration responsibilities for them.

BellSouth Telecommunications

The BellSouth CO Code Administration Center currently administers 25 NPAs in nine states. It processed 1737 Code Requests between January 1, 1996 and October 31, 1996. A straight line projection estimates that the total for the year will be 2045. It also indicates a 68% annual growth rate in demand in terms of number of code requests.

The BellSouth CO Code Administration Center staff consists of five Code Administrators who process code requests, enter RDBS/BRIDS data and activate NXXs in the BellSouth Telecommunications network. A manager supervises the Code Administrators and performs staff support functions. An additional manager is responsible for supporting NPA relief, assisting Area Network Infrastructure Planning groups. A clerical support person assists in maintaining RDBS/BRIDS and the local NPA/NXX database.

Cincinnati Bell

Cincinnati Bell has one part time relief planner/CO Code administrator and one part time clerk responding to code requests and entering data into the appropriate Bellcore TRA databases. With regard to relief planning tools, a Microsoft Access database has been developed internally.

NYNEX

The NYNEX CO Code Administration Center currently administers 16 NPAs in 6 states. It processed 414 code requests between January 1, 1996 and December 13, 1996.

The NYNEX CO Code Administration Center consists of 3 Code Administrators who process code requests, enter RDBS/BRIDS data and activate NXXs in the NYNEX network. Two managers supervise the Code Administrators and perform staff support functions. Code Administrators support NPA relief and assist Area Network Infrastructure Planning groups. A half time person assists in maintaining RDBS/BRIDS and the local NPA/NXX database.

Southwestern Bell Telephone

Twenty NPAs are currently being administered. As of January 1, 1996, there were 9,641 CO codes. The figure for 1/1/97 is projected to be 11,075 CO codes.

The Code Administration function is staffed by one second level manager, two first level managers and two clerks.

US West

The U S WEST Numbering Plan Administration Center (NPAC) administers CO codes for 25 NPAs (as of today). The NPAC will assign or reassign over 1,200 codes this year. Relief planning is currently underway for five new area codes and one additional relief project will begin before the end of the year. These include the double split of the 206 NPA in Washington (new NPAs 253 and 425), a split of the 801 NPA in Utah, and undetermined relief projects (split vs. overlay) in Colorado (303) and Arizona (602). Relief planning will soon begin again for NPA 612 in Minnesota. Within the next two years, relief planning will begin for Nebraska (402 NPA) and New Mexico (505 NPA) unless full local number portability provides additional life for these area codes.

Staffing consists of one area code relief planner and two code assignors. Closely associated with the NPAC is the 3-person RDBS/BRIDS group which does input for the LERG and TPM. This group also does entries to the FCC 4 Tariff for U S WEST.

The NPAC receives the clerical support of one person on a shared basis with other groups. Technical support for the development or enhancement of mechanized systems and special report generation is provided on a shared basis as well.

One other person who is not officially a part of the NPAC represents U S WEST in industry forums such as INC.

All personnel are located in Denver.

ATTACHMENT 3

A SUMMARY OF CURRENT TOOLS AND PROCESSES ASSOCIATED WITH PERFORMING THE CO CODE ADMINISTRATION

This summary of tools currently used by Code Administrators in performing their jobs is provided to assist respondents in assessing the magnitude of effort associated with data conversion, i.e., transferring CO Code assignment data from the various systems in use into the vendor's database of choice. While it is reasonable to assume that the current Code Administrators will be expected to supply applicable CO Code assignment data to the new NANPA, respondents should make no assumptions regarding the availability of any tools, including custom software, that those Code Administrators use to manipulate and manage the data. Such arrangements must be negotiated with the Code Administrators individually.

BellSouth Telecommunications

BellSouth performs CO Code Administration with the assistance of BONIS, the BellSouth On-line NXX Information System. BONIS is based on an Oracle database in a UNIX platform. A Visual Basic Graphical User Interface on each Code Administrator's PC workstation communicates with the main database via SQL*Net TCP/IP protocols over a wide area network ("WAN"). Two of the Code Administrators access BONIS from a centralized work location while three others do so by dialing into the WAN.

BONIS also employs two Oracle databases, one in Atlanta and another in Birmingham, as replication servers. All the data in the replication servers is refreshed nightly from the main database. A variety of routine and custom reports for NPA relief planning and other purposes are generated from the replication servers' data using Microsoft Access, Microsoft Excel and Crystal Reports. These programs are able to attach BONIS tables over the WAN using SQL calls.

BONIS assists in the selection of an NXX for assignment by presenting the Code Administrator with stored data on switch Common Language Location Identifier (CLLI), Exchanges (Rate Centers), etc. An important feature of BONIS is its ability to check potential NXX assignments for cross-boundary 7-digit dialing conflicts. BONIS is built to accommodate CLLIs serving more than one Rate Center.

Once an NPA/NXX has been selected, BONIS prepares required NXX activation documents. BONIS enhances the efficiency of the Code Administrators by mechanically retrieving data elements and validating data against known values. For example, most of the data associated with an "additional code for growth" is identical to another NXX in the same switch and exchange (rate center). BONIS also performs tracking and notification for such items as the date an NXX reservation expires, the effective date of a new switch CLLI and NXX effective dates. It is particularly facile in handling NPA splits, permitting different mandatory dialing dates for different NXXs as was required in Miami. There landline NXXs, paging NXXs and cellular NXXs each moved to mandatory dialing on a different date.

BONIS also handles NXX moves well, managing situations like an NXX assignment into an existing switch that is being replaced. The effective date of the new switch as well as the effective date of the new NXX determines whether to activate the NXX in the old CLLI or in the CLLI of the replacing switch.

CLLI data is mechanically downloaded from Bellcore via another BellSouth database into BONIS on a nightly basis. A BONIS enhancement to be implemented in January 1997 will have BONIS mechanically download NXX activation into downstream systems to achieve efficiencies in NXX activation activities.

Ameritech

Tools:

Regional NPA/NXX Database

Area Code Relief Plan Regional Process Map

Quarterly Industry NPA Exhaust Forecasts (Jeopardy NPAs) *

End User Customer Surveys on Industry Proposed Relief Options*

*- Currently performed by outside contractor

NYNEX

CO Code Administration records are maintained via a tool called Network Routing Database System and PARADOX software on a Corporate LAN.

Southern New England

CO Code Administration records are maintained via Clipper software on a Corporate LAN.

Southwestern Bell Telephone

A P- based Code Administration tool called the Code Administration Tracking System is used throughout Southwestern Bell Telephone ("SWBT") territory. This system provides an administrative tool to facilitate all assignment responsibilities as well as various NPA relief activities. Numerous administrative reports are associated with this system. The system was developed over the past 18 months and incorporates the most recent requirements seen as critical to the Code Administration responsibility.

It is SWBT's position that such a tool could be provided to the new Code Administrator to facilitate the Code Administrator function.

U S WEST

The basis of all of the tools and processes used by U S WEST's Numbering Plan Administration Center is an INGRES-based "NXX DATAFILE" housed on a main frame computer which is accessed via an ethernet or a LAN by PCs. Office PCs utilize the ethernet, while PCs at home can use a "dial-up" access method allowing telecommuting. Each CO code in the 25 U S WEST NPAs has at least one record in the database. For each working code, the information which is available is basically the same as that which is in the LERG. An additional piece of information for each code is a two-character "use code" which identifies the code in accordance with the various code categories in COCUS. This provides a rapid way to categorize working codes for the initial preparation of COCUS input information. A specific program is used to generate this information, and manual "counting" is not required.

The Administrators have several other locally developed programs which access the basic database for input. The most important of these programs is entitled "ASSIGN.NXX". The ASSIGN.NXX program is used for the actual assignment of CO codes. This program presents to the Administrators a list of reserved and/or vacant codes available for assignment, existing codes assigned to a

switch/Point of Interconnection (POI), verification checks for CLLI code and rate center accuracy, automatic update of the NXX file database, and the automatic printing of the Part 3 to be returned to the Requester. This program also populates a separate file which is later downloaded (every two weeks) to generate an "NXX Activity Report" which is made available for new code notification both inside and outside of U S WEST. The primary outside users of this report are Public Branch Exchange ("PBX") customers, COLCOT respondents, and small telephone companies who do not subscribe to the LERG. Outside access is via "dial-up".

Other programs which are part of the complete system allow the Administrator to verify individual NXX entries, search for specific code groupings (e.g., all of the codes assigned to a specific switch, a specific service provider, or type of assignment).

At the start of each year, the entire database is downloaded to floppy disk to provide a "snapshot" of assigned code quantities as well as to begin development of COCUS data. The January 1 data is added to an ongoing file of historical data going back to 1/1/90. The historical data for each NPA is then entered into mathematical models which the Relief Planner uses to develop COCUS projections for each NPA. The models include the ability to apply sensitivity analysis to the projections.

Another tool which is used include a toll-free "fax-on-demand" service to provide area code relief information to customers and respondents.

**ATTACHMENT 4
COMPLIANCE MATRIX**

SECTION 1.0 - General Information	REQUIREMENT (see Note 1)	PROPOSAL
1.1 Introduction	Information on ability and flexibility to expand the scope of responsibilities from NANPA to include CO Administration	
1.2 Neutrality	<ol style="list-style-type: none"> 1. Non-government 2. Independent third party <ul style="list-style-type: none"> • not a telecommunications service provider • not owned or affiliated 3. Disclosure of any affiliations or associations with telecom 	
1.3 Term of Administration	5 years (may be renewed)	
1.4 Valid Period for Respondent Proposals	Valid for a period of 12 months	
1.5 Impacts of Regulatory Activities and Industry	Accommodates changes due to new industry or regulatory directives, procedures or guidelines	
1.6 Performance Review Process	<ol style="list-style-type: none"> 1. Develop and describe internal documented performance monitoring mechanism and make available to the industry through NANC 2. Investigate and report on identified problems within 10 business days 3. Take corrective action 	

Note 1: The information contained in the Requirements column is provided here to assist the respondent in completing the matrix. Respondents should refer to the Requirements Document to ensure they have addressed all of the requirements.

SECTION 1.0 - General Information	REQUIREMENT	PROPOSAL
1.8 Preparation and Submission of Proposals	<ol style="list-style-type: none"> 1. Responsible for preparation costs 2. Addressed all requirements 3. Proposal in proper format 4. Signed by a duly authorized representative 5. Marked "Proposal-NANPA," identifies name of the respondent organization 6. Received by NANC by 12:00 Noon ET on April 3, 1997 7. One paper copy and diskette marked "Master Copy" to NANC 5. No facsimile 6. English 7. Forty paper copies in binders and two diskettes in IBM PC, Microsoft Windows, Microsoft Word 6.0/Excel 4.0 8. Times New Roman font size 12, printed on one side, double-spaced, 8-1/2x11 3-hole punched paper. 9. Each section of proposal begins on new page and is tabbed separately 10. Provide additional copies as requested by the FCC 11. Advise NANC Chair in writing if proposal should no longer be considered 12. In event of respondent error in quoted price, time or calculations, the quoted price, time and calculations shall prevail 	
1.9.1 Evaluation Process	<ol style="list-style-type: none"> 1. Respond to questions concerning proposal in writing 2. Participate in individual meeting with evaluators 	

SECTION 1.0 - General Information	REQUIREMENT	PROPOSAL
1.11 Confidentiality and Use of Information	1. Use Requirements Document solely for the purposes of responding 2. No publicity or news release about Requirements Document or selection of a respondent without prior written approval of NANC	
1.12 Inquiries	All questions and concerns forwarded in writing to Chair of NANC, copy Designated Federal Official	

SECTION 2.0 - Proposal Outline and Respondent Information	REQUIREMENT	PROPOSAL
2.0 Proposal Outline and Respondent Information	<p>Cover Page - Includes contact name, address, phone number, fax number, date, and signature of authorized representative</p> <p>Proposal Overview</p> <ol style="list-style-type: none"> 1. Summary of key features and deviations and exceptions 2. Use of subcontractors 3. Certification that respondent and any subcontractor comply with the provisions of the Requirements Document in its submission 4. Identify willingness to accept a recommendation that will assign to them the administration of either Part 1 or Part 2 <p>Respondent Information</p> <ul style="list-style-type: none"> Description of Respondent's Business Respondent Financial Information Additional Information List of Company Officers Performance Bond Legal Proceedings References <p>Proposal Details</p> <p>Compliance Matrix</p>	
2.1 Respondent Confidential Information	Recommended respondent submits proposal with confidential information deleted	

SECTION 3.0 - NANPA Qualities and Attributes	REQUIREMENT	PROPOSAL
3.0 NANPA Qualities and Attributes	<ol style="list-style-type: none"> 1. Knowledge about telecommunication network operations (routing, rating, billing), determine legitimacy of applications, assignments to appropriate service providers 2. Information resource capability 3. Capability to develop, operate, and maintain hardware, software, and mechanized systems 4. Management skills - organization, resource management, staffing, budgeting 5. Project management skills 6. Interpersonal and negotiation skills 7. Management of proprietary and competitively sensitive data 8. Public relations skills 9. Legal counsel and telecommunication law competency 	
3.1 Personal Resumes of Respondent's Personnel and Sub-contractors	<ol style="list-style-type: none"> 1. Identify personnel 2. Provide employee resumes 	

SECTION 4.0 - NANP Administration Functional Requirements	REQUIREMENT	PROPOSAL
4.1 General Responsibilities	1. Assign and administer in an efficient, effective, unbiased, and non-discriminatory manner 2. Advise industry on numbering issues to support current and future needs	
4.1.1	Maintain relationship with governmental and regulatory bodies, address policy directives	
4.1.2	Participate in numbering standards and industry fora	
4.1.3	Represent NANP at national and global numbering bodies	
4.1.4	Attend SGA and SG2 ITU	
4.1.5	Review requests for all numbering resources, refer to appropriate industry forum and participate in recommendation	
4.1.6	Maintain necessary administrative staff - legal, financial, technical, equipment, facilities, billing	
4.1.7	Recognize new issues not yet addressed by industry and refer to proper forum	
4.1.8	Respond to information requests from industry and regulators	
4.1.9	Provide numbering information to requesters via web, electronic or paper based on requesters accessibility	
4.1.10	Provide assistance to used to optimize number resource utilization	
4.1.11	Coordinate number resource activities with NANP member counties' administrators	
4.1.12	Determine final allocation methodology for sharing costs between NANP countries	

SECTION 4.0 - NANP Administration Functional Requirements	REQUIREMENT	PROPOSAL
4.2 NANP Number Resource Assignment & Administration		
4.2.1 Numbering Plan Area (NPA) Codes	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.2 NPA 809 Central Office Codes	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.3 International Inbound NPA 456 NXX Codes	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.4 PCS N00 (NPA 500) NXX Codes	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.5 900 NXX Codes	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.6 N11 Service Codes	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.7 800 855-XXXX Line Numbers	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.8 555-XXXX Line Numbers	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	

SECTION 4.0 - NANP Administration Functional Requirements	REQUIREMENT	PROPOSAL
4.2.9 Carrier Identification Codes(CICs)	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.10 Vertical Service Codes (VSCs)	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.11 Automatic Number Identification Information Integers (ANI II Digits)	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.12 Non-Dialable Toll Points (NPA 886 and 889)	<ol style="list-style-type: none"> 1. How, controls and work volume 2. Tools 3. Reporting 4. Miscellaneous items 	
4.2.13 Additional NANPA Functional Requirements	Changes to existing guidelines/ procedures, participate in development of and responsive to new guidelines/ procedures	
4.3 NANP Transition Plan	How new NANPA will transition and incorporate current NANP functions into its organization	

SECTION 5.0 - Central Office Code Administration	REQUIREMENT	PROPOSAL
5.1 General Responsibilities	Develop knowledge of local environments and relationship with local regulators	
5.2 Central Office Code Administration Functional Requirements		
5.2.1. General Client Services	<ol style="list-style-type: none"> 1. Information on processes, procedures, and services 2. Information/provide documents - web, electronic or paper 3. Suggest alternatives, optimize utilization 4. Knowledge of local dialing plans 5. Assist in completing forms 6. Respond to inquiries on available codes 	
5.2.2 Central Office Code Request Processing	<ol style="list-style-type: none"> 1. Process applications - compliance, eligibility, clarification or additional information 2. Assigns codes 3. Conservation 4. Avoids conflicts in dialing, routing, rating 5. Obtains local dialing plans, maintains records on assignments 6. Within time frames 7. Verify in service within time frames 8. Adapts to guideline or regulatory changes 	
5.2.3 Industry Notification Functions	<ol style="list-style-type: none"> 1. Notification of assignments per CO Code Assignment Guidelines 1. Capability to Input rating and routing data into RDBS and BRIDS 2. Assist in call completion problems 	

SECTION 5.0 - Central Office Code Administration	REQUIREMENT	PROPOSAL
5.2.4 NPA Relief Planning	<ol style="list-style-type: none"> 1. Identifies need and timing 2. Communicates with all affected industry member and appropriate regulatory bodies 3. Prepares Initial Planning Document 4. Conducts NPA Relief Meetings, obtain endorsement of regulatory authorities on relief plan and date 5. Plans, notifies, and moderates relief planning meetings 6. Identifies possible relief options and methods 7. Qualifies impacts, advantages and disadvantages of alternatives 8. Submits results of industry consensus or non-consensus to regulatory body, get assistance as needed 9. Provide testimony 10. Assigns new NPA per relief plan 11. Provides industry notification on relief plan activities 12. Prepares press releases 13. Assists NASC in modification of 800/888 toll free database 	

SECTION 5.0 - Central Office Code Administration	REQUIREMENT	PROPOSAL
5.2.5 Jeopardy NPA Processes	<ol style="list-style-type: none"> 1. Determine when to declare a jeopardy condition 2. Notifies appropriate regulatory authorities and affected parties 3. Invokes special conservation procedures 4. Calls and conducts jeopardy NPA Industry meetings 5. Collects and compiles jeopardy COCUS forms 6. Implements extraordinary NPA conservation measures per local industry or regulatory direction 	
5.3 Central Office Code Transition	Develop transition plan in conjunction with CO Code Transition Task Force and current CO Code Administrators	
5.3.1	Addresses staffing, cross-training, hand-off schedules, methods to address local and toll dialing status, cross-boundary local calling requirements	
5.3.2	Describe process for transferring supporting information	

SECTION 6.0 - Dispute Resolution	REQUIREMENT	PROPOSAL
6.0 Dispute Resolution	1. Provide information as required to the appropriate responsible group and participant as required in resolution of an issue	

SECTION 7.0 - Enterprise Services	REQUIREMENT	PROPOSAL
7.1 Operating Principles	Follow operating principles which apply to provision of enterprise services	
7.2 Required Enterprise Service	1. Provide rating and routing input to RDBS/BRIDS for code applicants that request service 2. Proposed fee to be charged to the applicant requesting service	
7.4 Auditing	Audit of enterprise service activities and report on annual basis to the NANC	

SECTION 8.0 - Billing and Collection Agency Functional Requirements	REQUIREMENT	PROPOSAL
8.1 Introduction	Demonstrate compliance with stated sections	
8.2 General Responsibilities	<ol style="list-style-type: none"> 1. Collect payments for numbering administration functions 2. Assess carrier payments 3. Base non-U.S. payments on nation's population 4. List of U.S. telecommunication carriers 5. All U.S. carriers contribute to cost recovery 	
8.3 Qualities and Attributes	<ol style="list-style-type: none"> 1. Knowledge of relevant legislation 2. Knowledge of relevant FCC rules related to number administration, fund collection and reporting requirements 3. Knowledge of generally accepted accounting standards and laws 4. Knowledge and understanding of cost recovery mechanisms 	

SECTION 8.0 - Billing and Collection Agency Functional Requirements	REQUIREMENT	PROPOSAL
8.4 Billing and Collection Functional Requirements	<ol style="list-style-type: none"> 1. Design reporting worksheet 2. Submit worksheet to NANC and FCC for approval 3. Understand and follow public notice requirements in disseminating worksheet 4. Develop procedures for monitoring industry compliance 5. Compute payment for each contributing entity 6. Develop corporate and international contacts to facilitate cost recovery 7. Propose procedures addressing reporting and payment failures 8. Develop procedure for computing, billing, and collecting each entity's payment to fund 9. Design procedures to ensure validity of reported data 10. Establish procedure for collecting and verifying installment payments 11. Develop procedure regarding variances in fund collection and disbursements 12. Implement Billing and Collection function within 90 days of selection 13. Collect payment for NANPA function and Billing and Collection Agency function 14. Distribute funds to the new NANPA on a monthly basis 15. File annual report with the FCC and national government authorities as appropriate on collections and disbursements 16. Maintain records to ensure operational integrity 17. Obtain audit 	

SECTION 8.0 - Billing and Collection Agency Functional Requirements	REQUIREMENT	PROPOSAL
8.5.2 U.S. Payments	<ol style="list-style-type: none"> 1. Verify information on complete worksheet 2. Calculate payment factor, calculate each individual carrier required payment and submit the bill 3. Examine and verify data received from carriers 4. Ensure all eligible entities are identified, billed and contribute to the fund 5. Keep carrier data confidential and do not use data except for purposes of calculating, collecting and verifying payment 	

SECTION 9.0 - Miscellaneous	REQUIREMENT	PROPOSAL
9.1 Hours of Operation	<ol style="list-style-type: none"> 1. 5 days a week, 8 hours a day. 2. Mechanism for 24 hour accessibility 3. Respond within 1 business day 	
9.2 Telecommunications Requirements	<ol style="list-style-type: none"> 1. Description of voice communications and computer facilities 2. Each staff have individual phone with message capability 3. Access to rating and routing databases 	
9.3 Security Requirements	<ol style="list-style-type: none"> 1. Proper security measures 2. Secured work area with limited access 3. Secured record retention 4. Secured computer systems for proprietary information 5. Disaster recovery plans and procedures 	
9.4 Staffing Requirements	<ol style="list-style-type: none"> 1. Permanent, full time 2. Sufficient level for quick responses 3. Physical location 4. Ability to travel 5. Staffing profiles and levels 	
9.5 Organizational Structure	<ol style="list-style-type: none"> 1. Operational structure to meet NANPA and CO Code Administration responsibilities 2. Centralized, regional, what combination 3. Structure and associated number of people 	
9.6 Reporting Requirements		
9.6.1 NANP Number Resource Reports	<ol style="list-style-type: none"> 1. Reports on semi-annual basis to NANP distribution list on assignments, assignment rates, trends, projections, triggers Jeopardy resources depleted within 2 years shall have monthly reports 	

SECTION 9.0 - Miscellaneous	REQUIREMENT	PROPOSAL
9.6.2 North American Numbering Plan Administration Annual Report	Publish annual. report	
9.6.3 NANPA Web Site	Update at least weekly the following web site information <ol style="list-style-type: none"> 1. NANPA 2. NPA 3. NPA-NXX code 4. 900 NXX 5. 500 NXX 6. CIC 7. VSC 8. 456 NXX 9. ANI II 10. 555 XXXX 11. N11 12. 800-855 13. New number resources as defined 14. INC guidelines 15. NANPA Informational Letters 16. NANPA information as directed by NANC or regulatory authority 17. Recent NANPA reports (last 6 months of NANPA reports and annual report to the NANC) 	

SECTION 10.0 - Pricing	REQUIREMENT	PROPOSAL
Pricing	5 year proposal separated into: NANPA functions CO Code functions Billing and Collection Agency function	
	Total Solution (if applicable)	
	American dollars, exclusive of taxes, custom duties, tariffs	
	Preferred or most favored customer pricing, including decreases during term	

ATTACHMENT 5

NANP Nation Population Statistics (1996 estimated)

Country	Population (1)	Percent (%)
Anguilla	10,424	0.003%
Antigua & Barbuda	65,647	0.021%
Bahamas	259,367	0.083%
Barbados	257,030	0.082%
Bermuda	62,099	0.020%
British Virgin Islands	13,195	0.004%
Canada	28,821,000	9.247%
Cayman Islands	34,646	0.011%
Dominica	82,926	0.027%
Dominican Republic	8,089,000	2.595%
Grenada	94,961	0.030%
Jamaica	2,595,000	0.833%
Montserrat	12,771	0.004%
St. Kitts & Nevis	41,369	0.013%
St. Lucia	157,862	0.051%
St. Vincent & the Grenadines	118,344	0.038%
Trinidad & Tobago	1,272,000	0.408%
Turks & Caicos Islands	14,302	0.005%
SUBTOTAL	42,001,943	13.476%
United States	265,563,000	85.201%
Puerto Rico	3,819,000	1.225%
U.S. Virgin Islands	97,120	0.031%
Guam	156,974	0.050%
Northern Mariana Islands	52,284	0.017%
SUBTOTAL	269,688,378	86.524%
TOTAL NANP	311,690,321	100.000%

(1) SOURCE: U.S. Bureau of the Census, 1996 statistics,
International Database (www.census.gov)