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FCC Mail Room

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**To:** Federal Communication Commission  
**Attn:** Wireless Telecommunication Bureau  
**445 12<sup>th</sup> Street SW**  
**Washington D.C. 20554**

**From:** National Frequency Coordination, LLC

**Re:** Frequency Coordination Certification

**Date:** March 20, 2014

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On behalf of National Frequency Coordination, LLC, this is a formal request for consideration to obtain the Federal Communication Commission's approval for National Frequency Coordination, LLC as certified in Frequency Coordination.

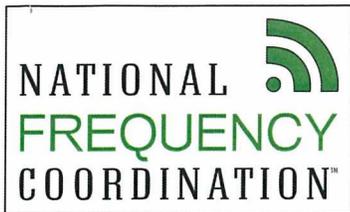
National Frequency Coordination, LLC was formed in 2013 after considerable business planning and analysis in applying resource knowledge, skills and abilities within the Wireless Telecommunication, Spectrum Management and public sector.

As per the FCC Part 90 Industrial criteria to become certified and referencing the following; Mark E. Crosby, Letter, 20 FCC Rcd 8552, (WTB PSCID 2005); 16 FCC Rcd 12416, 12421; 12 (WTB PSPWD 2001) (Citing Frequency Coordination in the Private Land Mobile Radio Services, Report and Order, PR Docket No. 83-737; 103 F.C.C. 2d 1093; 1126 70 )1986). This formal request will contain our capability, business practices and interest in becoming certified in Frequency Coordination.

National Frequency Coordination, LLC corporate headquarters is located in Jacksonville FL. Our team has extensive experience in spectrum management and frequency coordination. NFC also has regionally based Frequency Coordinators to accommodate local requirements. Additionally, NFC has past performances with the public sector specifically with the FCC in different capacity.

Q-Comm is our internal software solution for Frequency Coordination which customized to frequency coordination policy and procedures, tracking and communication to the FCC as required. Our solution is based on "**Best Practices**" and current technology allowing our clients ease of use in submitting the FCC 601 and required schedules in pursuit of license approval. Q-Comm is enterprise and cloud based as the technology is mirror to that of the US Department of Defense and Department of Homeland Security. Our vast databases of users, both internal and external provide additional knowledge in successful frequency coordination services.

National Frequency Coordination, LLC FCC registration for FRN was obtained in 2013. Our registration number is 0023197619.



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Our business model includes frequency coordination for Private Land Mobile, 800-900 application preparation, 601 form and appropriate schedules, FAA Tower registration form 7460-1, FCC Form 854, Transfer of Control, Assignment of Authorization, and Procedures for Mergers, Tower Construction Notification Filing (Schedule K) and scalable internal system coordination.

National Frequency Coordination, LLC understands frequency coordination is essential for anyone with a private radio system. NFC has simplified the tasks associated with frequency coordination, filing and FCC licensing. NFC promotes quality, control and methodology to ensure our clients avoid costly mistakes. NFC also provides Engineering studies with interference trouble-shooting with our internal Q-Comm software solution.

NFC reviews and recommends alternative spectrum brands and technology. Our process streamlines the process of submission to the ULS and on-line form 601.

Q-Comm is unique software solution that provides notification services which advises clients by email when applications are filed with the FCC which could impact the client. Additionally NFC utilizing Q-Comm downloads the pending applications database from the FCC and scans for new applications which meet the clients search criteria.

NFC provides value add with additional automated solutions via Q-Comm post acceptance of an application for filing at the FCC. Our clients receive automated weekly reports that cover the specific frequencies on the filed application. The system generated report includes the following data:

- Applicant Entity Name
- Application ULS File Number
- Application Coordination Name and Coordination Date
- Application Frequency
- Application Distance to Target Client Record in km
- Application Distance to Target Client Record in miles
- Application Bearing to Target Client Record in degrees
- HTML or CSV Format availability
- Frequently asked questions, glossary, and acronym list for client reference and assistance

Other client based services includes monitoring for existing channels which specifies channels by providing data in electronic format via Microsoft Excel or Comma Separated Variable (CSV). The report includes the following data:

- Site ID
- Frequency in MHZ (mobile/remote channels are listed separately)
- Latitude (DD-MM-SS format)
- Longitude (DDD-MM-SS format)
- Bandwidth in kHz
- Protection Radius in km, 200 km maximum



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National Frequency Coordination, LLC has developed and promotes our OSHA Safety & Training Policy and Procedures. The program allows our clients to reference hazardous environments while training employees how to work safely in an RF environment. The OSHA program maintains our client's compliance.

National Frequency Coordination, LLC is customer focused as if our clients are the only client. NFC develops and sustains productive customer relationships and uses information to understand our client's circumstances, problems, expectations, and needs. NFC responds quickly to meet customer needs and resolve problems.

National Frequency Coordination, LLC provides as daily business practices information monitoring to streamline our service offerings determining which processes or areas within our own work and throughout the organization. NFC effectively placed monitoring systems which collect and review data on a regular basis to determine progress, anticipate needs and recommends necessary adjustments to personal within the NFC organization.

National Frequency Coordination, LLC is compliant with the FCC and "In the Matter of Frequency coordination" in providing frequency coordination in a non-bias and non-discriminatory basis. Providing requested services to every client who requires assistance. NFC has developed our general fee schedule which represents the cost of providing services. Additionally, NFC provides quality control processes in checking application packages for completion and correctness, filing the application and handling returns, introduction of new technologies and handling post-incising conflicts and interservice sharing requests.

National Frequency Coordination, LLC provides Speed-of-Service to handle coordination requests within a reasonable time frame. NFC responds to Interservice sharing requests ensuring efficient use of limited spectrum. An electronic mail box is implemented within our internal organizations transmit interservice sharing requests. NFC can access all federal systems as required by the FCC.

In request for FCC Frequency Coordination Certification Part 90 services for Private Land Mobile Radio Services, NFC will utilize regionally based coordinators to ensure typical data relating to topography, detailed land maps, charts are current and reference the Federal Aviation Agency (FAA) reports.

In closing, NFC has worked with a manufacturer in the design and manufacturing of Land Mobile Radio's. NFC also provides assistance in the development of customize networks as per the client request.

The NFC organization chart is also provided for review and consideration.

If the commission has further need for clarification of NFC's ability to provide frequency coordination please feel free to contact me directly in order that the questions are addressed on behalf of the company.



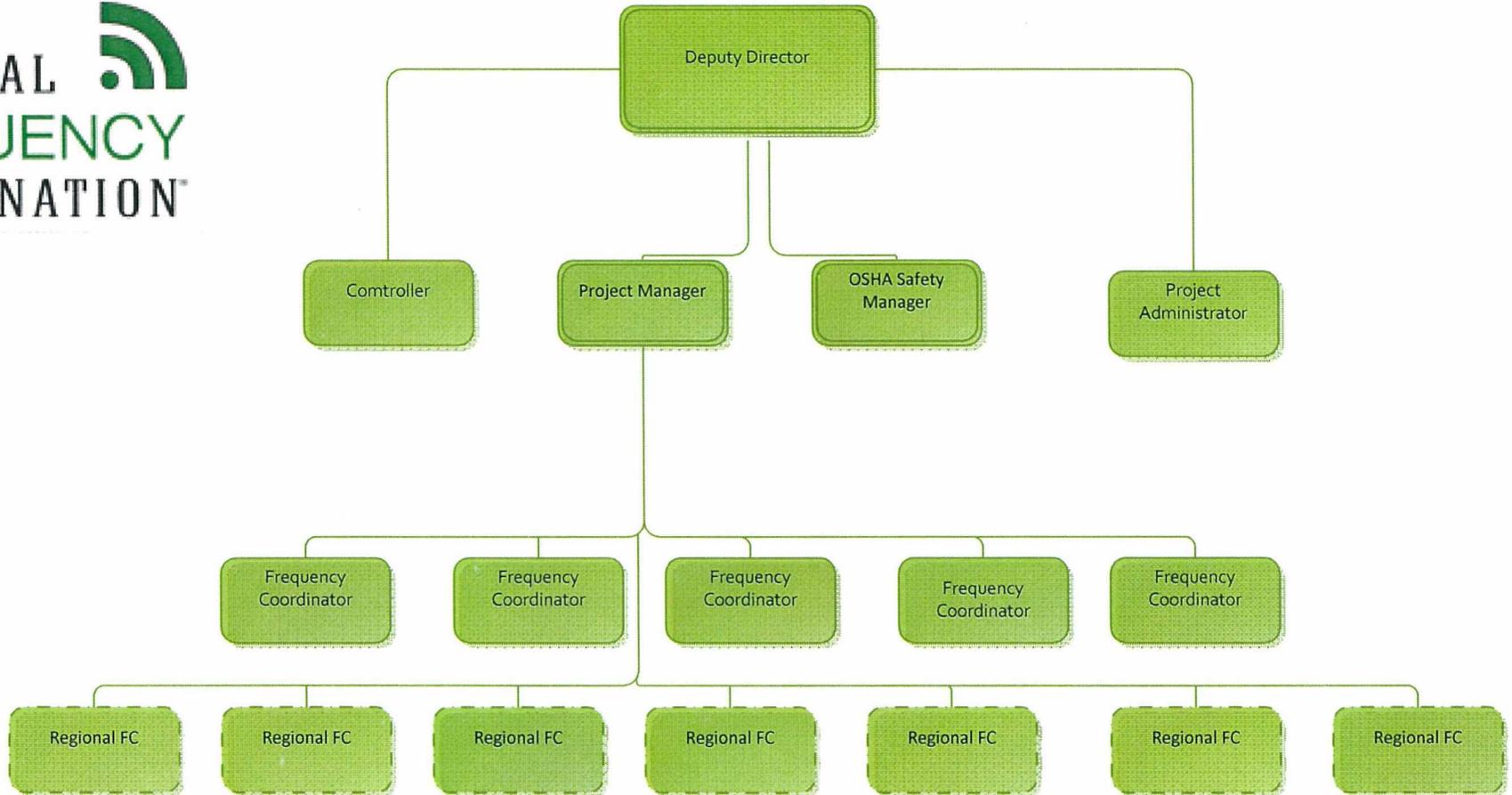
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Regards,

A handwritten signature in black ink, appearing to read "Lorrie A. Coffman", is written over the typed name and title.

Lorrie Coffman  
Deputy Director  
National Frequency Coordination, LLC.



Corporate Headquarters  
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