

# CABLING/TELECOMMUNICATION INSTRUCTIONS

## Beban Communications

(916) 599-2730 service



In a continuing effort to meet the ever-changing telecommunications needs of our buildings and to ensure security and service for our tenants, Brennan Properties has selected a new Riser Management Company – Beban Communications.

**Please contact Bebcomm to obtain costs for services as soon as you have selected your telecom providers (i.e AT&T, Comcast, etc). This will ensure correct and timely installation/set up of your suite. Continue reading below for additional details on the necessity of this service.**

### What is a Riser Management Company and Why Do We Need One?

The MPOE room is the telephone closet located on the first or second floor of our buildings, which is the *Minimum Point of Entry* (MPOE) for all your internet, phone and other telecommunications services. The Riser System is the series of vertical closets on each floor of the building beginning at the MPOE room. Vertical and horizontal conduits containing internet and telephone wires penetrate the ceilings and run from the first floor MPOE room up through telephone closets on each floor or riser room, which constitutes the Riser System.

The MPOE room and the Riser System contain every office's critical telecommunications connections. Keeping these closets secure and monitoring all vendor activity within them is essential to ensuring your services are installed properly, always secured, and not inadvertently disrupted.

### What Does Beban Communications Do?

- Manages and controls vendor entry and work in the Riser System
- Protects the security and integrity of the Riser System and MPOE rooms
- Provides competitive price quotes and quality workmanship for any of your telecommunications projects
- At your option, installs & helps manage your in-suite phone system, voice and data cabling

### When Do I Have to Contact Beban Communications for my Project?

*When you order a new telephone line, circuit or network cabling:*

**From the MPOE to Your Suite:** Brennan Properties has negotiated with Beban Communications to provide fast, quality service at competitive prices. Please contact Beban Communications to bring that line from the carrier drop off point (the MPOE room) to the backboard located within your suite. For work inside the Riser System, **Beban Communications is the only authorized vendor for installing cabling and/or backbone cabling.**

**Work Inside Your Suite:** Once Beban Communications has brought the new line(s) or cable(s) to your suite, you may contract with Bebcomm or the vendor of your choice for cabling and telecommunications wiring **within** your suite.

### How Does This Work?

Example: Your Company needs to order new phone service or add additional phone/fax or internet lines.

Step 1: Call Beban Communications to notify them of your anticipated move in date. Beban Communications will provide a free cost estimate for the work and confirm a schedule with you to extend your line(s) from the MPOE to the backboard located in your suite. Please be sure to submit an email request 48 hours prior to needed access to the riser rooms ([bill@bebcomm.com](mailto:bill@bebcomm.com)) or call (916) 599-2730.

Step 2: Call your telecommunications provider such as AT&T, Verizon, Sprint, CCI, Comcast, etc. and order your line as usual. Your provider will give you the installation date to drop the line(s) off at the minimum point of entry (MPOE room). They will usually give you the new telephone number.

Step 3: At this time, you may also consult with Beban Communications for any of your in-suite voice and data cabling needs.

**If you have any questions about the Riser Program, contact us at (916) 922-2300.**