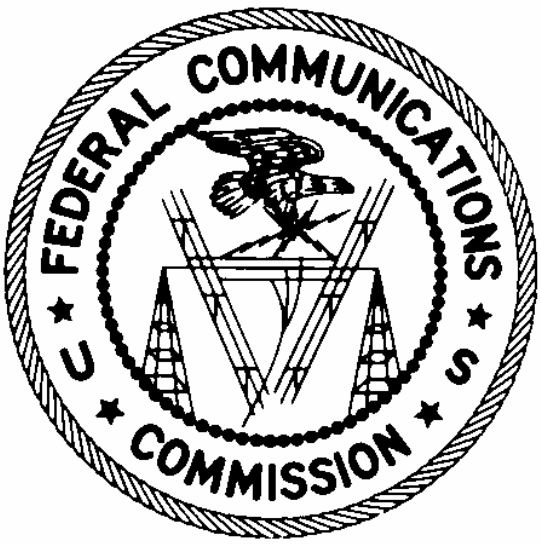


FCC Automated Auction System Bidder's Guide (Auction 58)

January 26, 2005

DISCLAIMER

The Federal Communications Commission (the "Commission") will make available a web-based Automated Auction System for auction bidding purposes.

The Commission makes no warranty whatsoever with respect to the Automated Auction System. In no event shall the Commission, or any of its officers, employees or agents, be liable for any damages whatsoever (including, but not limited to, loss of business profits, business interruption, loss of business information, or any other loss) arising out of or relating to the existence, furnishing, functioning or use of the Automated Auction System that is accessible to bidders in connection with this auction. Moreover, no obligation or liability will arise out of the Commission's technical, programming or other advice or service provided in connection with the Automated Auction System.

Table of Contents

1. GENERAL INFORMATION 1
1.1. Overview of the FCC Automated Auction System 1
1.2. Minimum Hardware and Software Requirements 1
1.3. Phone Numbers 2
2. USING THE SECURID CARD TO ACCESS THE FCC BIDDING SYSTEM 3
2.1. Logging In 4
2.1.1. Telephonic Bidders 4
2.1.2. Electronic Bidders 4
2.1.3. First-Time Logon Procedure 5
2.2. Standard Logon Procedure 6
2.3. Message Window 6
2.4. Additional Information 7
2.4.1. Multiple Bidding Sessions 7
2.4.2. Incorrect Logon – "Next Tokencode" Mode 7
2.4.3. Forgotten PIN number 7
2.4.4. Lost SecurID Card or BIN 8
2.4.5. Damaged SecurID Card 8
2.4.6. Account Lockout 8
3. ELEMENTS ON THE HOME PAGE 9
3.1. Auction Summary 11
3.2. Bidder Summaries 12
4. BIDDING 13
4.1. Placing Bids 14
4.1.1. Obtaining a List of Licenses 14
4.1.2. Typing License Names for Bidding 15
4.1.3. Place Bids Page 16
4.1.4. Importing Bids 19
4.1.5. Exporting Bids 21
4.2. Removing Bids 21
4.3. Withdrawing High Bids 22

4.4. Viewing Your Bidding Activity....23
4.5. Verifying Your Bidding Activity....23
4.6. Viewing and Reducing Eligibility....24
4.7. Submitting a Proactive Waiver....26
5. ROUND RESULTS....27
5.1. Results Explorer....28
5.1.1. Current Results Set....28
5.1.2. Exporting Filtered Bids....29
5.2. Downloads....30
6. ADMIN FUNCTION....31

1. General Information

This document describes the features of the web-based FCC Automated Auction System and tells how to use it to participate in Auction 58, which offers Broadband PCS licenses.

1.1. Overview of the FCC Automated Auction System

The FCC Automated Auction System is designed to serve the needs of qualified bidders, the public, and authorized FCC personnel:

- Qualified bidders use the FCC Automated Auction System to participate in the auction. The bidding and administrative (admin) features are password-protected for security, and the contents of displayed bidding-related pages are tailored to each individual bidder.
- For the benefit of any interested party, the FCC Automated Auction System provides summary information on the activity in an auction, current as of the end of the preceding round, as well as the current high bid on each available license. It can also provide information about the bidding activity of any eligible bidder.
- Qualified bidders can use administrative functions of the FCC Automated Auction System to make minor changes to information they submitted on their Form 175s.

> **Disclaimer:** The examples that appear as illustrations or text in this document are based on fictional data. Any similarity to actual company names, PINs, Bidder Identification Numbers (BINs), or other personal information is coincidental.

1.2. Minimum Hardware and Software Requirements

The following hardware and software, at a minimum, are required to use the FCC Automated Auction System:

- CPU: Pentium 133 or above
- RAM: 32 MB (64 MB recommended)
- Monitor: VGA or above
- Mouse or other pointing device
- Operating System: Microsoft® Windows™ 95™, 98™, 2000™, ME™, NT™, XP™

- Web Browser, either of the following:
  - Microsoft® Internet Explorer 4.0 or higher (recommended). Your browser must have either Microsoft VM or Java Plug-In Version 1.3.1_08 installed.
  - Netscape® Communicator™ 4.0 or higher, with Java Plug-In Version 1.3.1_08.

    Java Plug-In Version 1.3.1_08 is available for downloading at ***http://java.sun.com/products/archive/j2se/1.3.1_08/index.html*** (choose the JRE version).

In addition, users accessing the FCC Automated Auction System via the FCC's Wide Area Network will need:

- Modem: 28.8 Kbps Hayes© compatible modem or faster (56 Kbps recommended)
- Point-to-Point Protocol (PPP) Dialer: Use the Dial-Up Networking feature included with the operating system

1.3. Phone Numbers

For technical assistance with accessing the FCC Automated Auction System, contact the FCC Technical Support Hotline at 1-877-480-3201 option 9, (202) 414-1250, or (202) 414-1255 (TTY). The FCC Technical Support Hotline is generally available Monday through Friday from 8 a.m. to 6 p.m. ET. *All calls to the FCC Technical Support Hotline are recorded.*

For legal questions, contact Legal and Policy at (202) 418-0660. For general auction information, contact the FCC Bidder Line at the telephone number provided in the registration mailing.

2. Using the SecurID Card to Access the FCC Bidding System

Security challenges are enormous. The FCC needs to be assured that the person "on the other side" of the Internet or telephone is who he or she claims to be and is authorized to participate in the auction. We must ensure the authenticity of people, devices, and transactions for the remote electronic bidder as well as those who choose to bid telephonically. These RSA SecurID® cards, along with your Bidder Identification Number (BIN) and Personal Identification Number (PIN), provide extremely strong security and enhanced trust for bidders and FCC alike.

The SecurID card you received must be used to logon to the FCC Automated Auction System, whether you are bidding electronically or telephonically. The SecurID card generates and displays random numbers, called "tokencodes," that change every 60 seconds.

Note: Each SecurID card is tailored to a specific auction. Therefore, SecurID Cards (or SecurID fobs) issued for other auctions or obtained from a source other than the FCC will not work for Auction No. 58.

Upon receipt, your SecurID card will be in "new PIN" mode. This means you will have to establish your PIN during your first access (remote electronic or telephonic) to the FCC Automated Auction System. You should make your PIN a 4- to 8- digit number that is easy for you to remember.

To participate in the mock auction or the live auction, you must identify yourself as an eligible bidder by *logging on* to the system. To logon, you must enter your FCC-assigned BIN and a "passcode." The passcode has two parts:

- A personal identification number (PIN) that you create
- The tokencode displayed on the RSA SecurID card you have received in this package.

Bidders will use the same BIN and PIN for both the mock auction and the live auction.

2.1. Logging In

2.1.1. Telephonic Bidders

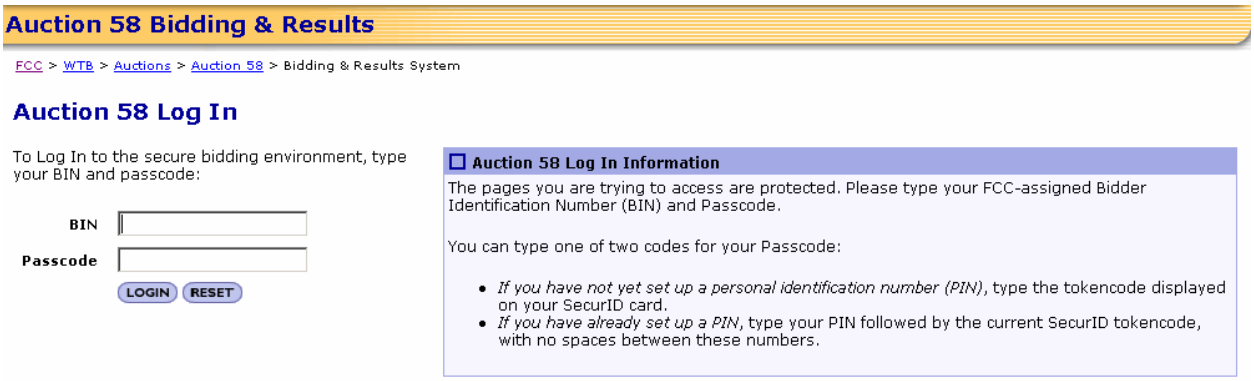
If you place bids by telephone, you will be prompted in the PIN selection process during your first contact with the telephonic bid assistant. The telephonic bidding phone number was provided in a separate mailing. On subsequent accesses you will be prompted for your BIN, the PIN you specified previously, and the tokencode displayed on your SecurID card.

2.1.2. Electronic Bidders

To access the FCC Automated Auction System, point your web browser to ***http://auctions.fcc.gov/*** and click the **Bidding & Results System** link. On the Bidding & Results page, click either **Mock Auction 58** or **Auction 58**, depending on whether you want to participate in the mock auction or real auction.

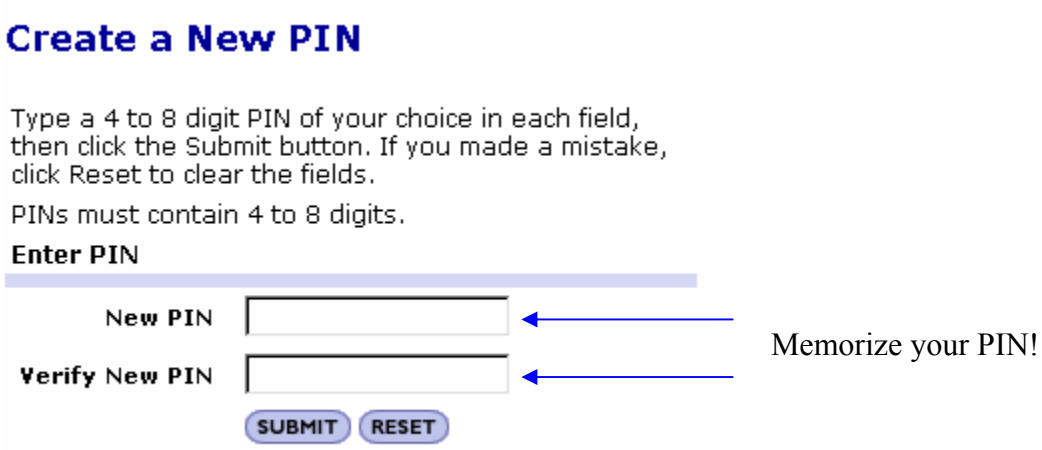
This produces the initial version of the Auction Home page. ***Note that the Home page for the mock auction is always labeled Auction 74***.

Once you have accessed the FCC Automated Auction System, you can begin the login procedure. Go to the Bidder Login area at the top left-hand corner of the FCC Automated Auction System Home page and click the **Logon** link. The Login page appears.



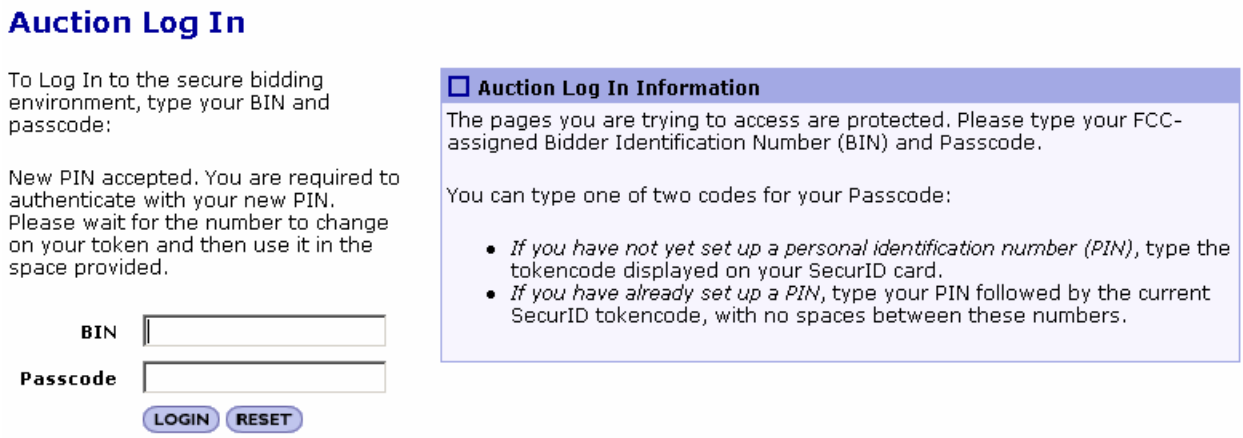
2.1.3. First-Time Logon Procedure

In the **BIN** field, type the BIN assigned by the FCC. In the **Passcode** field, type the tokencode displayed on your SecurID card. Then click the **Login** button to obtain the Create a New PIN page.



Type a 4- to 8-digit PIN (numbers only!) of your choice in each field, then click the **Submit** button. *Memorize this PIN!* If the numbers you type in each field do not match, an error screen appears. Follow the instructions to return to the login process.

Clicking **Submit** takes you back to the Login page, where you will have to login using your new PIN. Before you login, ***wait for a new tokencode to appear on your SecurID card***. *Do not* use the same tokencode used on the previous login.



2.2. Standard Logon Procedure

After your first logon, follow these standard procedures each time you want to access the system. In the **BIN** field, type the BIN assigned by the FCC. In the **Passcode** field, type the PIN you created, followed by the tokencode displayed on your SecurID card—with ***no*** spaces between the numbers. Then click the **Login** button.

Example: Your PIN is 1234

The current tokencode displayed is 873345

In the **Passcode** field you would type ***1234873345***

2.3. Message Window

The FCC Auction Message Window displays any messages that the FCC Auction Administrator has sent to bidders. If new messages have been issued since you last logged on, the window will pop up at logon. The window will also pop up during the auction, if the Administrator issues a message.

We strongly encourage bidders to read all messages and announcements. Once you have read the messages, you can either retain them or delete them as follows: To retain the messages, minimize the window or click the **Close** button at the bottom of the Message Window. To close the window and delete all messages, click the **Confirm** button at the bottom of the Message Window.

2.4. Additional Information

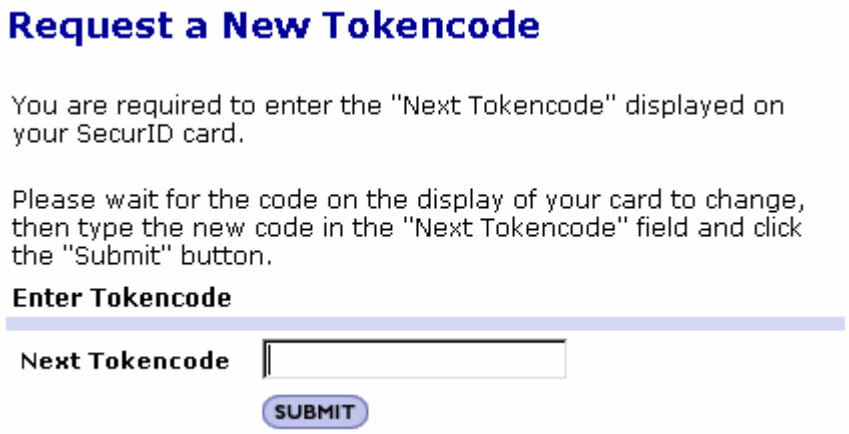
2.4.1. Multiple Bidding Sessions

Once you have logged on to the FCC Automated Auction System, opening another web browser session and logging on again will produce unpredictable results.

Each qualified bidder has been given multiple SecurID cards. While all SecurID cardholders are welcome to logon and view round results, be sure that only one bidder submits bids in a given round. Multiple bidders for the same company who submit bids in the same round could cause unpredictable results, such as Bidder A's bids replacing Bidder B's bids.

2.4.2. Incorrect Logon – "Next Tokencode" Mode

If someone tries to logon five or more times with a series of incorrect passcodes (that's your PIN + Tokencode), the system puts them in "Next Tokencode" mode. Once that user finally enters a correct passcode, the system will display the following screen, asking them to enter another tokencode to fully authenticate their access to the FCC Automated Auction System.



Important: Follow the instructions on the screen. Enter the next tokencode displayed by your SecurID card. Do not include your PIN this time, just the tokencode.

2.4.3. Forgotten PIN number

If a bidder forgets their PIN, they should contact FCC Technical Support (1-877-480-3201 option 9 or 202-414-1250) to have the PIN reset. Please note, however, that this process might not occur before the next bidding period begins.

2.4.4. Lost SecurID Card or BIN

Lost Bidder Identification Numbers or SecurID cards can be replaced only by appearing ***in person*** at the FCC Headquarters, located at 445 12th Street, SW, Washington, DC. Only an authorized representative or the certifying official, as designated on the applicant's FCC Form 175, may appear in person with two forms of identification (one of which must be a photo identification) in order to receive replacements. Qualified bidders requiring replacements must call FCC Technical Support (1-877-480-3201 option 9 or 202-414-1250) prior to arriving at the FCC.

2.4.5. Damaged SecurID Card

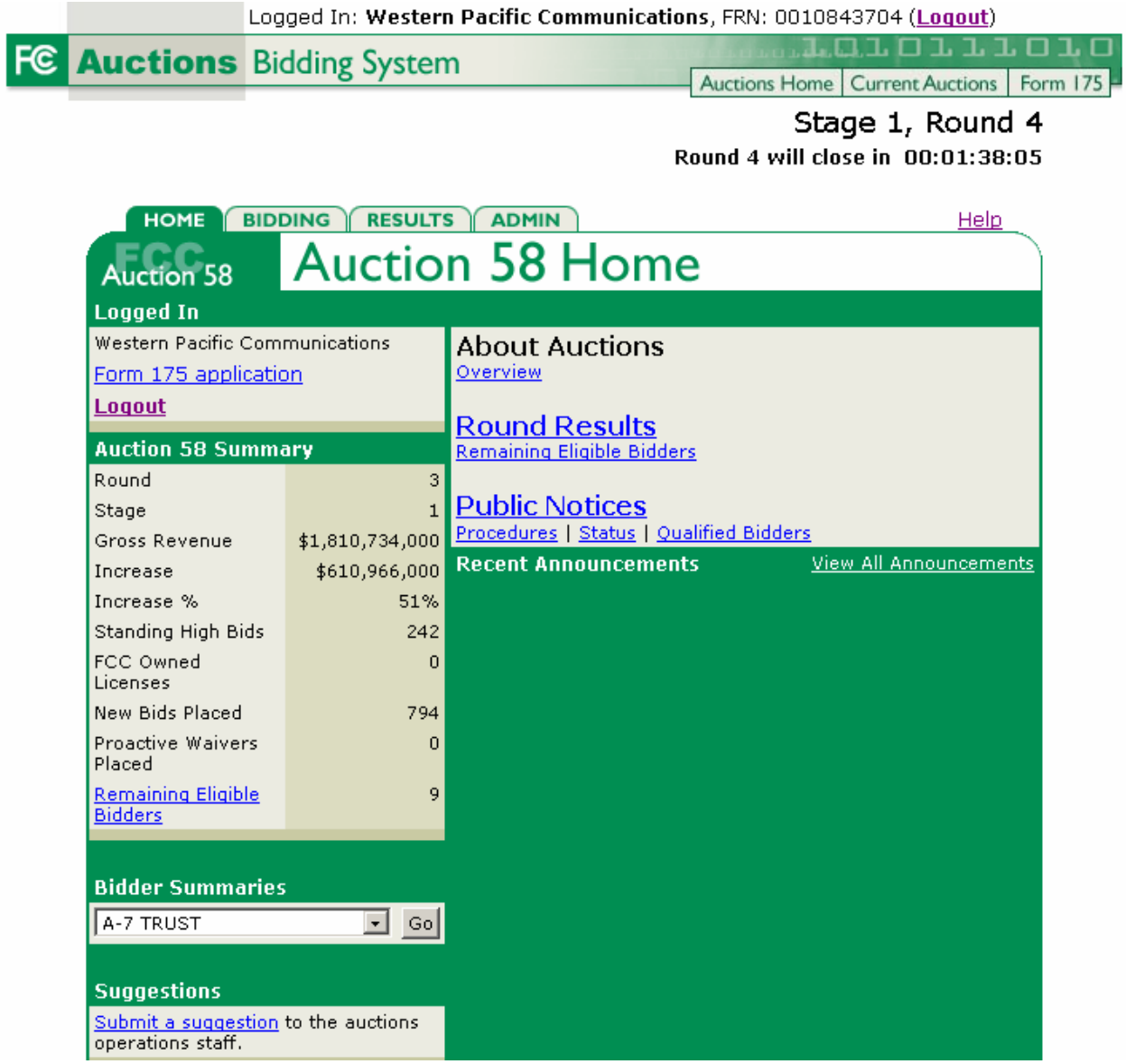
If your SecurID card is damaged, call Technical Support (1-877-480-3201 option 9 or 202-414-1250) to request a replacement. Once Technical Support has verified that the card is unusable, a new card will be sent via overnight mail along with a self-addressed, stamped envelope in which you can return the damaged card.

2.4.6. Account Lockout

During an auction, the system keeps track of the success or failure of each login attempt made by the bidders of a qualified applicant. Twenty (20) consecutive unsuccessful attempts to logon to the FCC Automated Auction System by any one account will result in ***all*** account SecurID cards assigned to that account being disabled. If that happens, anyone can call Technical Support (1-877-480-3201 option 9 or 202-414-1250) to have the account reset, but Technical Support will always call the official contact person to confirm the need for reset.

3. Elements on the Home Page

Once you have logged on successfully, the Auction Home page should look similar to the following.



Note that because you have logged on, your information appears above the title bar and the SecurID Logon area is now labeled Logged In. Both places provide a **Logout** link.

The Auction Home page has the following components:

- Tabs at the top that you can click to navigate from one page to another in the system.

  When you first access the FCC Automated Auction System, the Auction Home page displays only its own tab (**Home**) and a tab for the Round Results page, because these pages are available to the public as well as to bidders. However, the **Bidding** and **Admin** tabs appear once you have logged on successfully.

- A timer below the title bar shows how much time remains in the current round to submit bids, remove bids, withdraw high bids, reduce eligibility, or apply a proactive waiver. Between rounds, the message shows the time remaining until the next round begins.

  Note: The timer information is also displayed on the toolbar at the bottom of the screen.

  Because no warning message is issued, you must monitor the timer to determine the time remaining in a round. If the timer is not visible on your screen, contact the FCC Technical Support Hotline.

- Three links on the title bar:
  - **Auctions Home** takes you to the FCC Auctions page
  - **Current Auctions** takes you to information and links for upcoming FCC auctions
  - **Form 175** accesses the FCC Auctions Form 175 page

- At the left of the page, a summary of information about the auction, current as of the end of the preceding round. For details, see *Auction Summary* on page 11.

- A *Bidder Summaries* drop-down list (described on page 12) that lets you obtain the Results page with information for any bidder.

- A **Submit a suggestion** link lets you obtain a Suggestions page that you can fill in and send to the FCC Auctions Operations staff. This feature is only available to qualified bidders after they have logged on.

  Bidders should not use this feature to ask questions about bidding procedures. For answers to those questions, contact the FCC Bidder Line at the telephone number provided in the registration mailing.

- An About Auctions entry that has an **Overview** link of FCC Simultaneous Multiple Round Auctions.

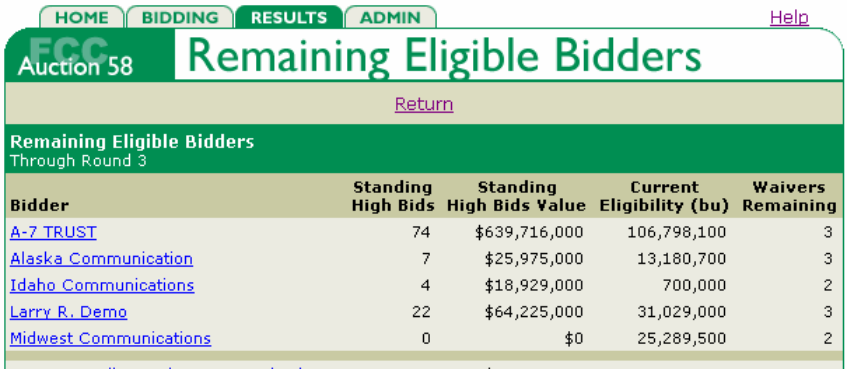
- A link to the *Round Results* page (see page 27) and a **Remaining Eligible Bidders** link that lets you obtain information about the remaining bidders in the auction. Round results are only available after Round 1 processing has been completed.

- Four links related to FCC Public Notices:
  - **Public Notices** takes you to the web page that contains the FCC Public Notices for this auction.
  - **Procedures** displays the Procedures Public Notice for this auction.
  - **Status** displays the Status Public Notice for this auction.
  - **Qualified Bidders** displays the Qualified Bidders Public Notice for this auction.
- Announcements that the FCC has issued for this auction. If there are too many announcement entries to fit on the screen, you can click the **View All Announcements** link to see all of them.

3.1. Auction Summary

This area provides summary data about the auction, current as of the end of the preceding round, including the total gross revenue, the number of licenses on which no bids have been placed (*FCC Owned Licenses*), and the number of new bids placed in that round.

The area also provides a **Remaining Eligible Bidders** link that produces this page:


HOME BIDDING RESULTS ADMIN Help

FCC Auction 58 Remaining Eligible Bidders

Return

Remaining Eligible Bidders
Through Round 3

Bidder	Standing High Bids	Standing High Bids Value	Current Eligibility (bu)	Waivers Remaining
A-7 TRUST	74	$639,716,000	106,798,100	3
Alaska Communication	7	$25,975,000	13,180,700	3
Idaho Communications	4	$18,929,000	700,000	2
Larry R. Demo	22	$64,225,000	31,029,000	3
Midwest Communications	0	$0	25,289,500	2

The Remaining Eligible Bidders page shows the following information about the bidders who are still active in the auction:

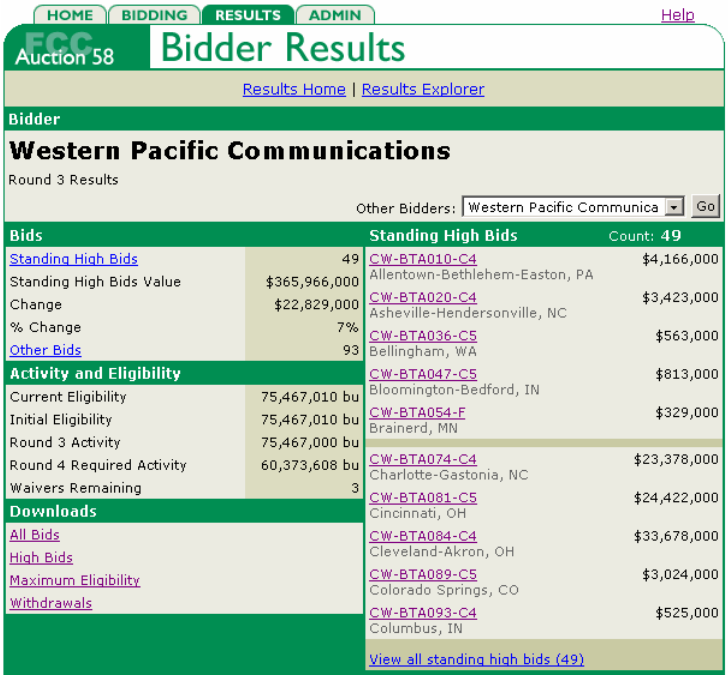
- **Bidder** name. Each name is a link that you can click to obtain the Results page with information for that bidder.
- **Standing High Bids** held by this bidder
- **Standing High Bids Value** in dollars
- **Current Eligibility (bu)** is the amount of bidding units available to the bidder in this round. The combination of the bidding units for the bidder's standing high bids and any new bids they submit in this round may not exceed their Current Eligibility.

- **Waivers Remaining** is the number of waivers (proactive or automatic) that the bidder has remaining.

Information for Bidders No Longer Eligible is provided at the bottom of the Remaining Eligible Bidders page.

3.2. Bidder Summaries

The Bidder Summaries drop-down list lets you obtain summary information for any bidder. Essentially, this is the same kind of information about other bidders that the system provides about you on the Bidding page. Selecting a bidder from the drop-down list and clicking the **Go** button produces a Bidder Results page.

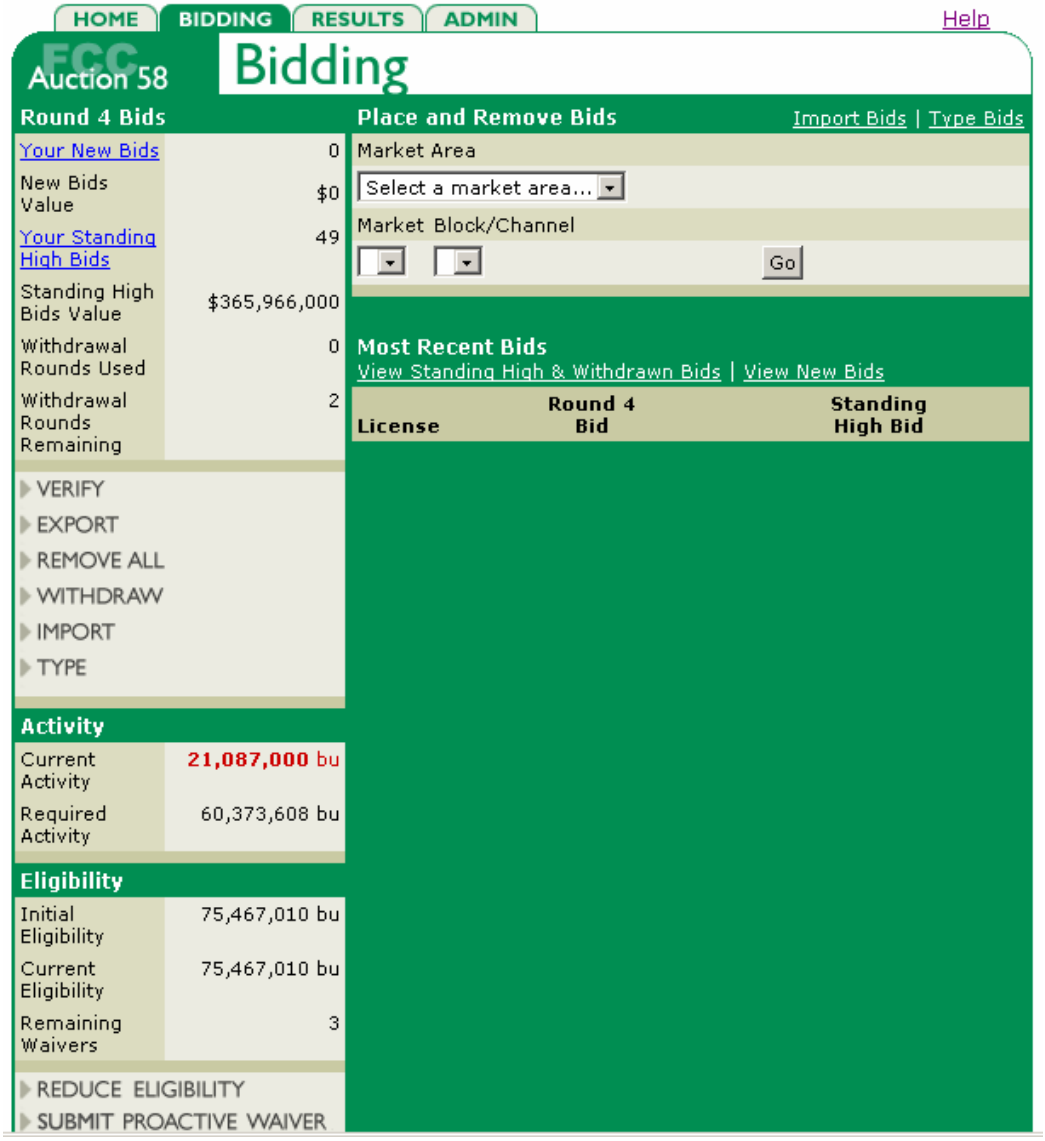


This page provides the following information:

- A Bids area that provides links to and shows the number and dollar value of the **bidder's standing high bids**, and the number of **other bids** (*i.e.*, non-high bids).
- An Activity and Eligibility area that lists current and initial eligibility, activity in the preceding round, required activity in the current or next round, and waivers remaining.
- A Downloads area that provides links to four round results reports. For details, see *Downloads* on page 30.
- A list of their Standing High Bids (up to a limit of ten).
- A list of any Other Bids (*i.e.*, non-high bids).

4. Bidding

The Bidding page lets you submit and remove bids, and perform other bidding functions. It also displays a summary of your eligibility and the bids you have placed during the current bidding round.



From this page, you can do the following:

- Place bids; see *Placing Bids* on page 14. This section also explains how to automate the bid placement process by importing bid amounts from, and exporting them to, text files.
- Remove bids you placed in the current round; see *Removing Bids* on page 21.
- Withdraw standing high bids; see *Withdrawing High Bids* on page 22.
- View your bidding activity; see *Viewing Your Bidding Activity* on page 23.
- Obtain a printable summary of your bidding activity and eligibility; see *Verifying Your Bidding Activity* on page 23.
- View and reduce your eligibility; see *Viewing and Reducing Eligibility* on page 24.
- Submit a proactive waiver in lieu of a bid, to preserve your current eligibility and keep the auction from closing; see *Submitting a Proactive Waiver* on page 26.

4.1. Placing Bids

The FCC Automated Auction System lets you place bids on multiple licenses and submit all of these bids simultaneously. Placing a bid on a license involves locating the entry for the license and then indicating your bid amount. Unlike many online auctions, where you type in the amount you want to bid, the FCC Automated Auction System provides a drop-down list with the available bidding values, and you choose your bid amount from those values.

There are three ways to place bids:

- Obtain a list of the licenses on which you are qualified to bid, and then select and submit bids using that list. See *Obtaining a List of Licenses* on page 14.
- Specify the names of licenses on which you want to bid, then place bids on the list of licenses. You may either type the names directly or obtain the names of licenses on which you last bid. See *Typing License Names for Bidding* on page 15.
- Import bids in text files. See *Importing Bids* on page 19.

Note that in the first two methods, you generate a list of licenses from which you select a bid amount for each license on which you want to bid. In the third method, import, you upload a file containing a list of licenses with their associated bid amounts, and then click a button to submit all imported bids. In all three cases, the license list appears on the Place Bids page, which is described on page 16.

4.1.1. Obtaining a List of Licenses

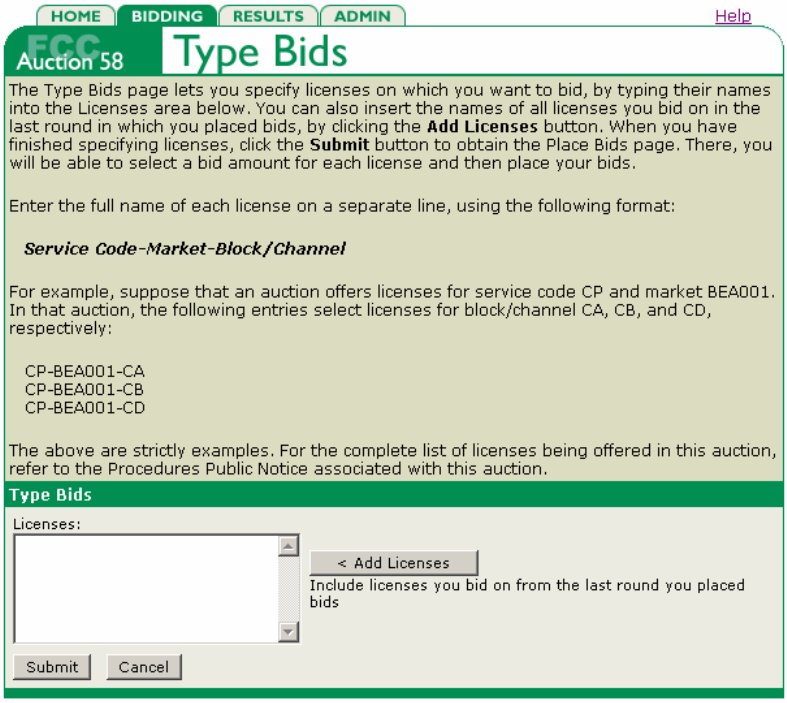
The Place and Remove Bids area at the top right-hand corner of the page has three drop-down filters that you can use to obtain a list of the licenses on which you are qualified to bid. You must always select a *Market Area*; the *Market* and *Block/Channel* filters are optional. When you

click **Go,** the system produces a list of licenses that match your criteria. This list is provided on the Place Bids page, which is described on page 16.

On the Place Bids page, select a bid amount for each license of which you want to bid, and then click the **Place Bids** button to submit your bids.

4.1.2. Typing License Names for Bidding

You can type in the names of the licenses you want to bid on and have those licenses added to your Place Bids list. You can also request the names of all licenses you bid on in the last round in which you placed bids. To use these options, click either the **TYPE** link in the left-hand column or the **Type Bids** link at the top right corner of the page. When the Type Bids page appears, you must put the names of the licenses you want into the *Licenses* field.



You can specify license names by either typing them directly or obtaining the names of all licenses you bid on in the last round in which you placed bids.

Typing License Names

In the *Licenses* field, you can type the names of any licenses on which you are qualified to bid. When typing these license names, you must use the following format:

Service Code-Market-Block

For example, the following entries select licenses for channels C4 and C5 of market BTA084:

CW-BTA084-C4
CW-BTA084-C5

Inserting Licenses from Your Last Bidding Round

You can also click the **Add Licenses** button to insert into *Licenses* the names of licenses you last bid on.

Submitting License Names for Bidding

Once you have entered the names of the licenses you want into the *Licenses* field, you should look over your list. If you wish, you can add more names to, or delete one or more names from, the list. When you have finished working with license names, click either **Submit** to obtain the Place Bids page or **Cancel** to cancel the Type Bids operation and return to the Bidding page.

When you click **Submit**, any of three things can occur:

- If all the names you submitted represent valid licenses for this auction and licenses on which you are eligible to bid, the Place Bids page appears, with the licenses listed at the bottom.

  On the Place Bids page (described on page 16), select a bid amount for each license of which you want to bid, then click the **Place Bids** button to submit your bids.

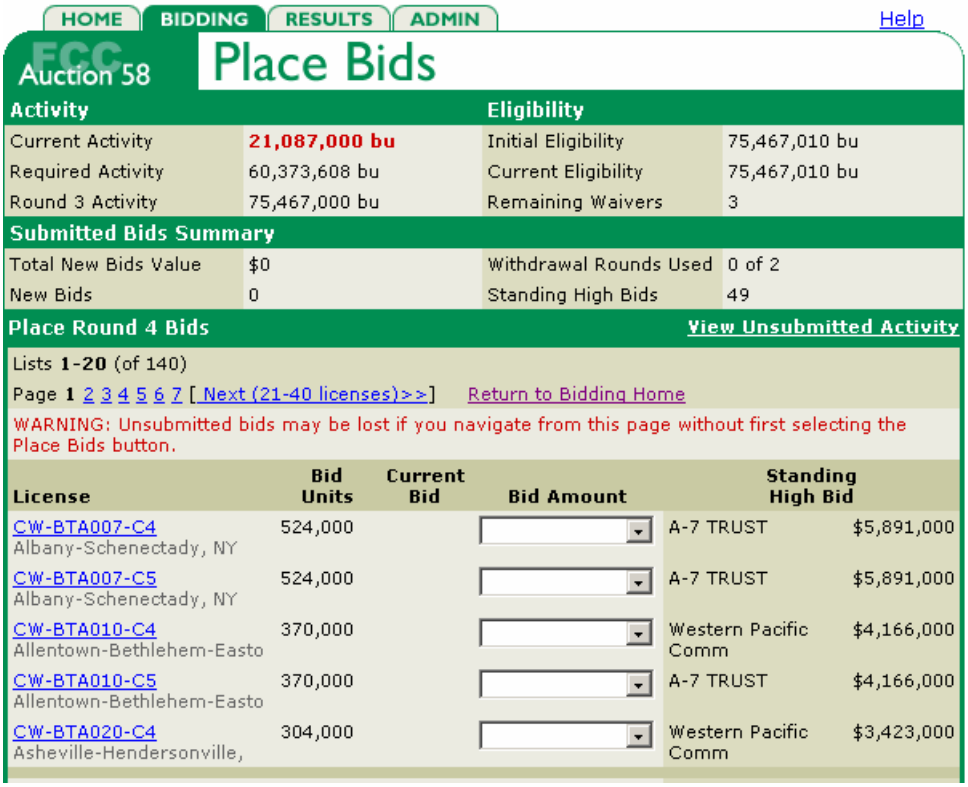
- If all the names you tried to submit are either invalid or represent licenses on which you are not eligible to bid, you remain on the Type Bids page and a *No Eligible Licenses* error message appears at the top.

- If your list of names contains at least one valid and eligible license, the Place Bids page appears. It lists the eligible licenses listed at the bottom and shows an *Invalid Licenses* error message at the top telling how many invalid names you tried to submit.

  If desired, you can click the **Back** button to return to the Type Bids page. There, you must enter your licenses again (valid and invalid, with errors corrected) and then resubmit.

4.1.3. Place Bids Page

When you have generated the list of licenses that you want to make available for bidding (by either clicking **Place Bids** or using the Type Bids feature) and submitted your list, the system displays the list on a Place Bids page.



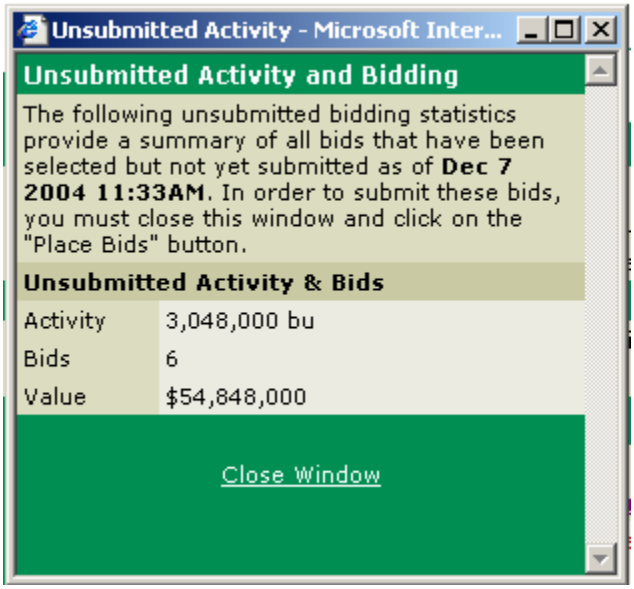
The Place Bids page has an entry for each license on which you are qualified to bid. An entry consists of the following:

- **License:** The name (in the format Service Code-Market-Block/Channel) of the license and location of the service area.
- **Bid Units:** The number of bidding units associated with the license.
- **Current Bid:** Any bid that you (or another bidder from your company) has placed in the current round.
- **Bid Amount:** A drop-down list of the 9 acceptable bid amounts.

  These value options do not change during the round. Thus, until the round closes, you can go back and submit a bid with a different value from the **Current Bid**.
- **Standing High Bid:** The name of the current high bidder, along with the amount of their bid, as of the close of the preceding round. If no bid has been placed on a license, the field shows *FCC Owned*.

To place a bid, go to the Bid Amount field and select a value from the drop-down list.

Before you actually place the bids you have selected, you may want to see how those bids will affect your activity. To do this, click the **View Unsubmitted Activity** link at the top of the license list, which produces an Unsubmitted Activity window.



This window lists three items:

- **Activity:** Total number of bidding units associated with all unsubmitted bids.

  If you select a higher or lower bid amount for a license on which you have already bid in the current round, or place a bid on a license for which you are the standing high bidder from a previous round, this number will not change, because your activity is not affected.

- **Bids**: Total number of unsubmitted bids, including bids that have been raised or lowered.

- **Value:** The net difference, in dollars, between submitted bids (in the list of licenses on the Bidding page) and unsubmitted bids.

For example, suppose that in the current round you placed a $2,000 bid on a license valued at 500 bidding units. Then, while the round is still open, you select $1,900 from the Bid Amount drop-down list for that license. Here is what you should see in the Unsubmitted Activity window:

Activity: 0 bu (because there is already a bid on this license)

Bids: 1

Value: -$100 (because you lowered the bid by $100)

Once you have finished specifying bids, click the **Place Bids** button to submit them.

> **Important:** If you leave the Place Bids page without clicking **Place Bids**, your unsubmitted bids may be lost.

4.1.4. Importing Bids

You can specify the bids you want by importing them in a text file, where each bid entry is on a separate line. Once you have imported a set of bids successfully, you can place them. Import files are currently limited to 1,000 bids per file. However, you may import as many files as you like in any round.

Format for Entries in an Import File

The required format for a bid entry is:

Service Code-Market-Block-Submarket, Bid Increment

For this auction, ***Submarket*** is always 0 and ***Bid Increment*** is a digit between 1 and 9, corresponding to one of the nine acceptable bid amounts for the license, where 1 selects the lowest acceptable bid amount.

> ***Submarkets*:** Although C block licenses have submarkets in this auction, the submarket indicator – a value from **1** to **5** – is included in the Block/Channel field. For example, Block/Channel value **C4** indicates Submarket 4 of Block C.

The following entries represent two bids, where the first entry is a bid on channel C, Submarket 4, of BTA084 using the first bid increment (i.e., the minimum acceptable bid amount):

CW-BTA084-C4-0,1
CW-BTA084-C5-0,2

Template File

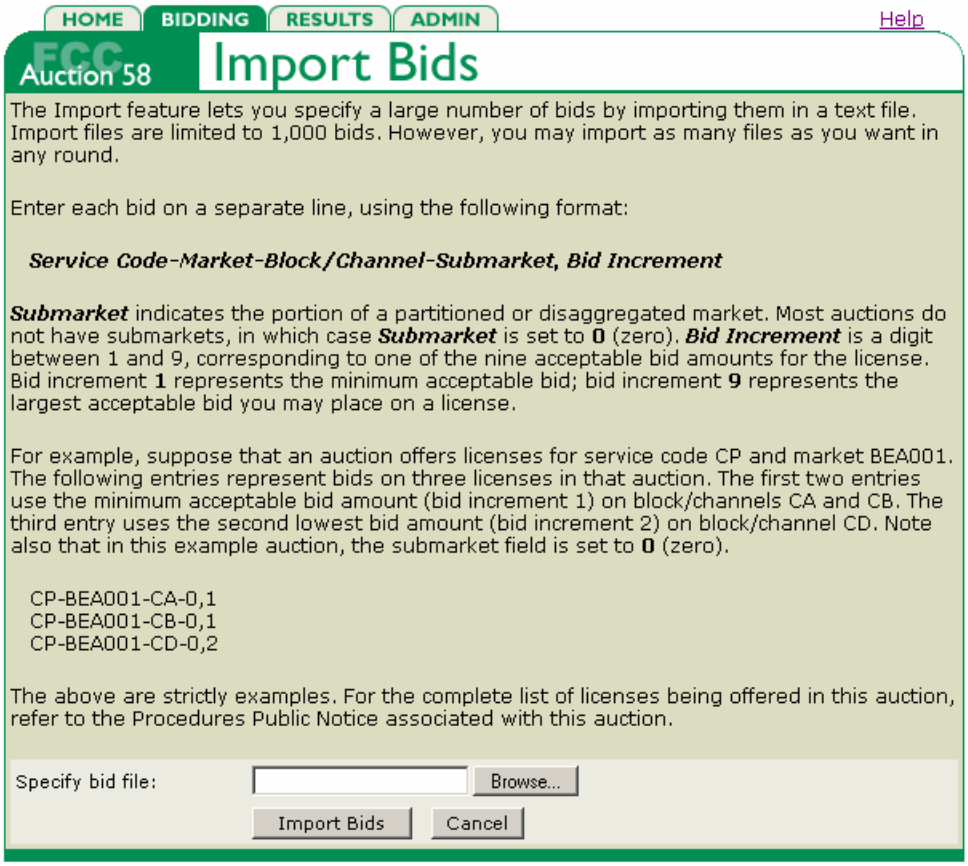
You can use a text editor to create a text file for importing. However, the FCC provides a template file called *template.txt* that contains a bid entry for each license being auctioned. For each entry, the ***Bid Increment*** term is set to 1 (for minimum acceptable bid amount). You can modify *template.txt* to select the bids you want, then import it into the FCC Automated Auction System.

To obtain the template:

1. Point your Web browser at ***http://auctions.fcc.gov***
2. On the Auctions Systems page, click the **Auction Archives** link.
3. On the Auction Data Archives page, click the link for Auction 58.
4. Click **Announcements**
5. Click *template.txt*. When it appears in your browser, save it to your local disk drive.

Import Procedure

To import the text file, click either the **IMPORT** link in the left-hand column or the **Import Bids** link at the top right corner of the page. When the Import Bids page appears, type the path to your file or use the **Browse** button to search for it, then click the **Import Bids** button to perform the import operation.



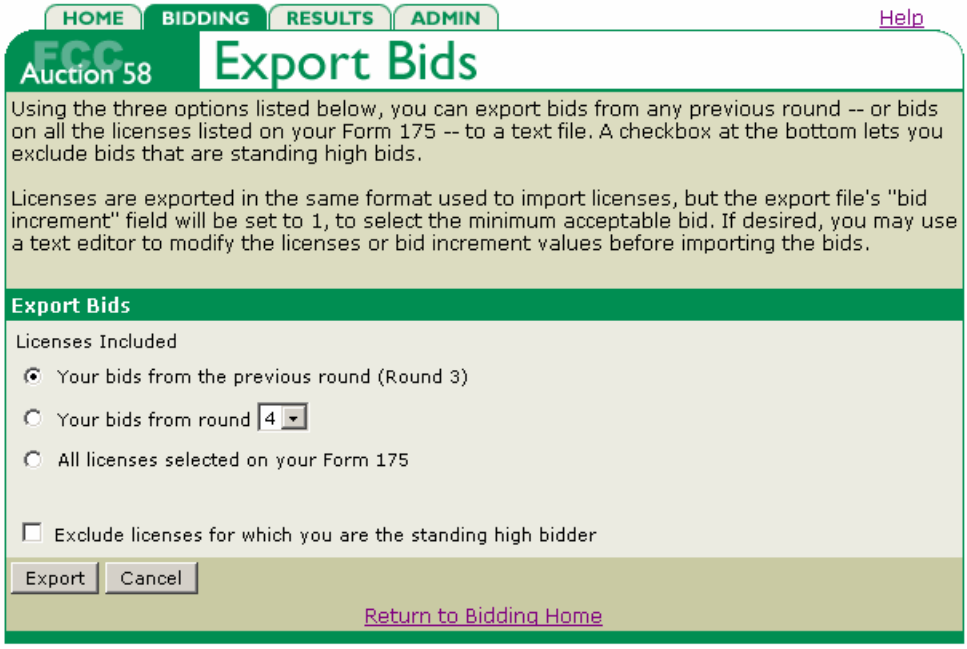
When the import operation has been completed, the Place Bids page appears (see page 16), and lists bid entries that have been imported successfully. For each bid, the page shows the bid amount corresponding to the bid increment you specified. To place these bids, click the **Place Bids** button.

Correcting Errors: If any bid entry in the imported file contains an error, an *Invalid Licenses* message appears at the top of the Place Bids page. An entry may be invalid because it is improperly formatted (e.g., it contains too many or too few fields), includes invalid data (e.g., a numeric field contains alphabetic letters), or was not selected on your Form 175. To correct these errors, click the **Cancel** button at the top, edit your import file, and do the Import operation again.

4.1.5. Exporting Bids

While a round is open, you can export the bids from any previous round—or bids on all the licenses listed on your Form 175—to a text file. Within the text file, an exported bid entry has the same format as an imported bid entry (described in the preceding section, *Importing Bids*), but each exported entry's bid increment is set to **1** by default. Thus, you can easily modify the bid increments in the exported text file as desired and then use the modified file as input for the Import function.

To begin an Export operation, click the **EXPORT** link in the left-hand column. When the Export Bids page appears, select the round you want (or choose all available licenses from your Form 175), then click the **Export** button.



4.2. Removing Bids

You can remove (that is, unsubmit) any bid you placed in the current round. To do this, locate the license entry in the Most Recent Bids list, and click the entry's checkbox to select it. If a bid you want to remove is not displayed, click the **View New Bids** link to obtain the entire list of new bids. Select any other bids you want to remove, then click the **Remove Selected Bids** button.

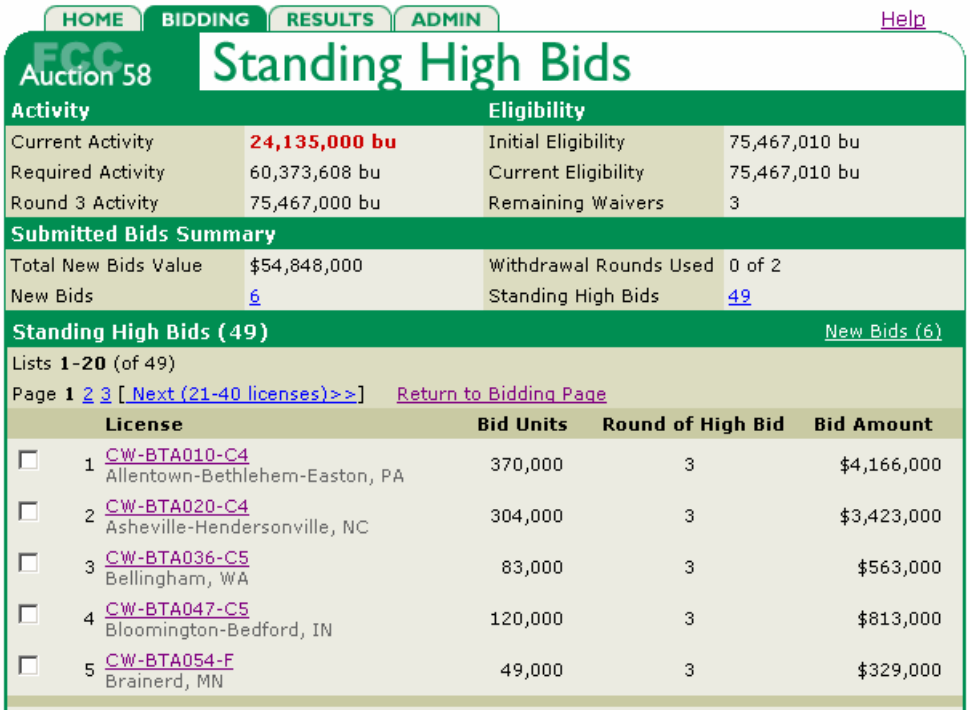
You can also remove all of your current round bids without selecting them, by clicking the **REMOVE ALL** link at the left of the Bidding page.

4.3. Withdrawing High Bids

In up to two rounds of the auction, bidders may withdraw high bids they placed in previous rounds. The rounds in which a bidder makes withdrawals are at the bidder's discretion, and a bidder may withdraw as many bids as they wish during those rounds. Be advised that a bidder cannot "undo" a withdrawal, but they can rebid. However, if a rebid is made in the same round as the withdrawal, the rebid will be at a higher amount.

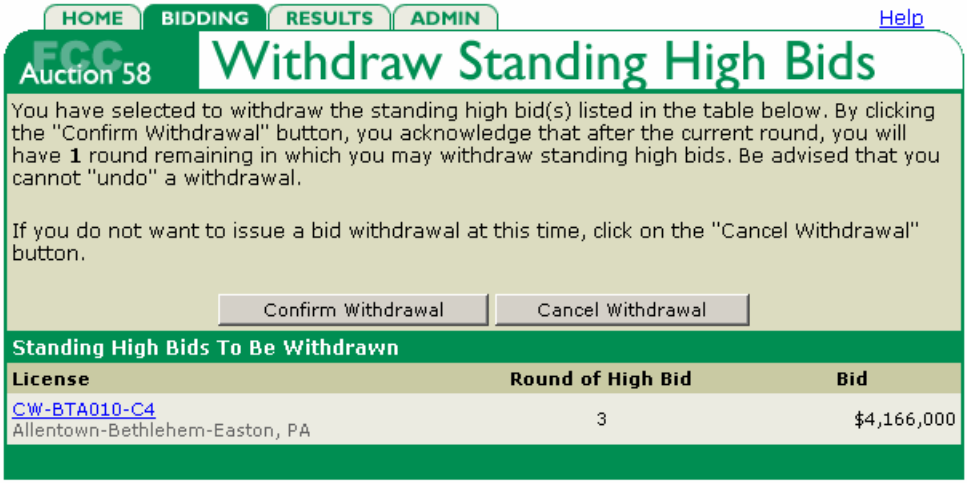
Bidders face a withdrawal payment if the license ultimately sells for less than the amount of their withdrawn bid. This payment is the difference between their bid and the selling price. If the license is not sold in the current auction, an interim payment of 3% of the withdrawn bid is assessed at the close of the auction. This interim payment is refunded later if the license is sold at a higher price in a subsequent auction, or is applied toward the withdrawal payment if it later sells at a price lower than the withdrawn bid. For further information, refer to the Auction No. 58 Procedures Public Notice, DA 04-3005.

To withdraw a high bid, click either the **WITHDRAW** link in the left-hand column or the **View Standing High & Withdrawn Bids** link at the top of the Most Recent Bids list. This produces the Standing High Bids page, which provides lists of Withdrawn Bids from this round and preceding rounds and a list of your Standing High Bids.



For each license on which you hold the high bid, the Standing High Bids list shows the round in which you placed the high bid and its amount. To withdraw a high bid, click the entry's checkbox to select it. Select any other high bids you want to withdraw, then click the **Withdraw**

Selected Bids button. The bids to be withdrawn are listed on the Withdraw Standing High Bids page, and you can click the **Confirm Withdrawal** button to complete the deletion operation.



If a high bid is withdrawn, the minimum accepted bid in the next round will be the second highest bid submitted for that license. That price may be less than or (in the case of tie bids) equal to the amount of the withdrawn bid. The FCC will serve as a "place holder" high bidder on the license until a new bid is submitted on that license.

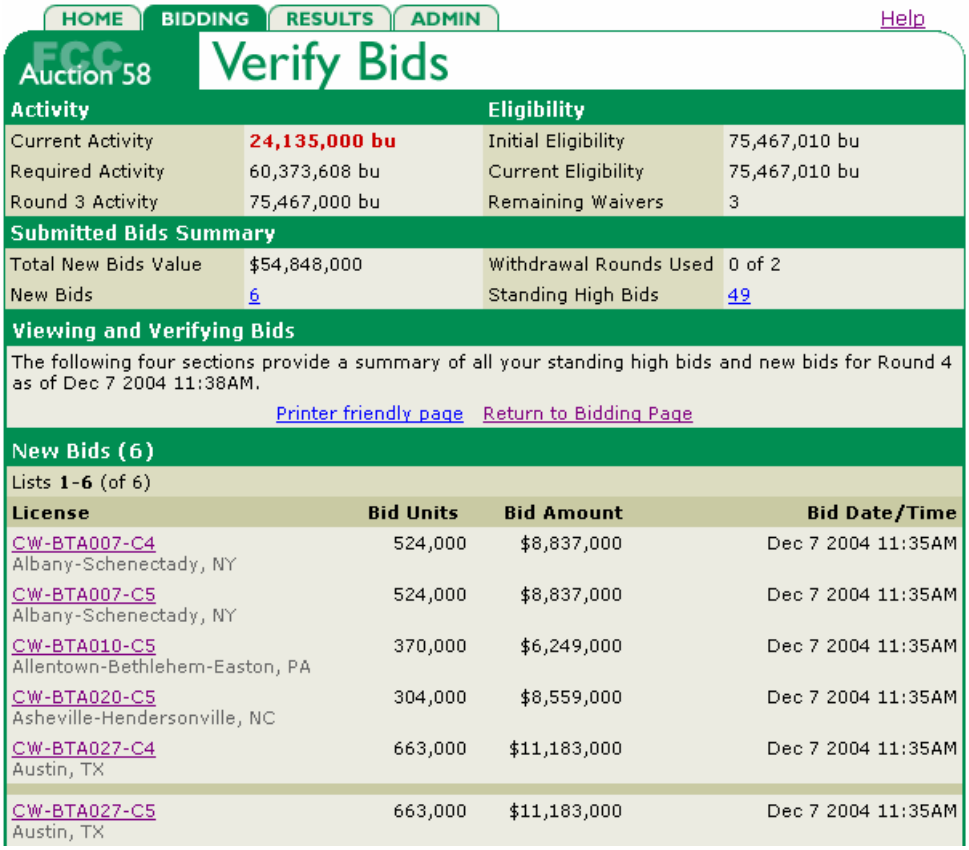
4.4. Viewing Your Bidding Activity

To ensure that the auction closes within a reasonable period of time, an activity rule requires bidders to bid actively throughout the auction, rather than wait until late in the auction before participating. Bidders are required to be active on a specific percentage of their current eligibility during each round of the auction.

The Activity area in the left-hand column of the Bidding page summarizes your bidding activity and required activity for the most recent round. These values are expressed in bidding units (bu). If your current activity is less than the required activity, the **Current Activity** value is shown in red, and you must place a bid, reduce your current eligibility amount, or use a waiver, if any are remaining. If no waivers remain, your eligibility will be permanently reduced, possibly eliminating you from further bidding in the auction. A bidder has a limited number of waivers per auction, regardless of whether it is a proactive or automatic waiver.

4.5. Verifying Your Bidding Activity

The Bidding page provides a **VERIFY** link that you can click to obtain a Verify Bids page, which is a system-generated summary of your activity during a given round. The top of the page shows your current activity and required activity for this round. It also summarizes your eligibility, including remaining waivers.



HOME | BIDDING | RESULTS | ADMIN Help

FCC Auction 58

Verify Bids

Activity		Eligibility	
Current Activity	24,135,000 bu	Initial Eligibility	75,467,010 bu
Required Activity	60,373,608 bu	Current Eligibility	75,467,010 bu
Round 3 Activity	75,467,000 bu	Remaining Waivers	3

Submitted Bids Summary

Total New Bids Value	$54,848,000	Withdrawal Rounds Used	0 of 2
New Bids	6	Standing High Bids	49

Viewing and Verifying Bids

The following four sections provide a summary of all your standing high bids and new bids for Round 4 as of Dec 7 2004 11:38AM.

Printer friendly page Return to Bidding Page

New Bids (6)

Lists **1-6** (of 6)

License	Bid Units	Bid Amount	Bid Date/Time
CW-BTA007-C4 Albany-Schenectady, NY	524,000	$8,837,000	Dec 7 2004 11:35AM
CW-BTA007-C5 Albany-Schenectady, NY	524,000	$8,837,000	Dec 7 2004 11:35AM
CW-BTA010-C5 Allentown-Bethlehem-Easton, PA	370,000	$6,249,000	Dec 7 2004 11:35AM
CW-BTA020-C5 Asheville-Hendersonville, NC	304,000	$8,559,000	Dec 7 2004 11:35AM
CW-BTA027-C4 Austin, TX	663,000	$11,183,000	Dec 7 2004 11:35AM
CW-BTA027-C5 Austin, TX	663,000	$11,183,000	Dec 7 2004 11:35AM

The rest of the page lists the bids you have made, removed, and withdrawn during the current round. It also lists your standing high bids. To obtain a printable version of this page click the **Printer friendly page** link.

> **Note:** The FCC recommends printing a copy of the bid verification before the end of each round of the auction for your records.

4.6. Viewing and Reducing Eligibility

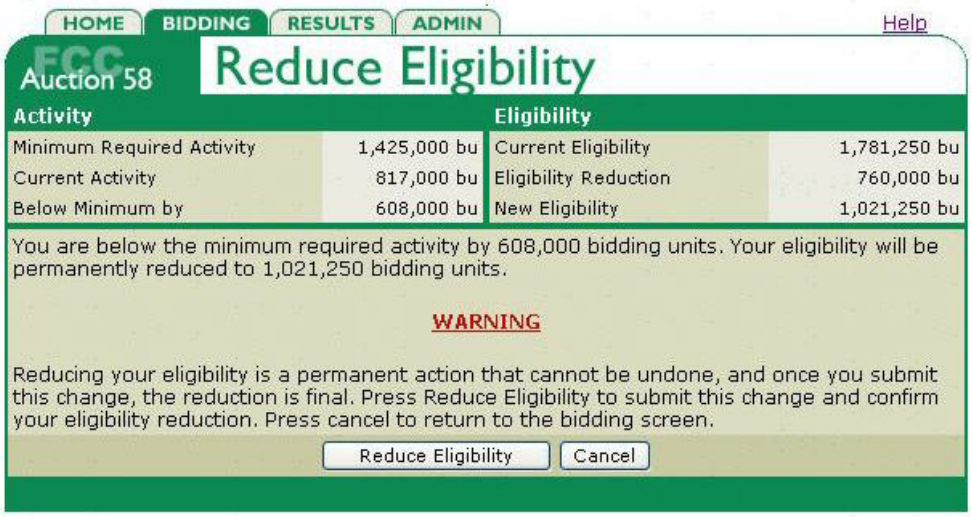
The amount of the upfront payment submitted by a bidder determines their initial (maximum) eligibility, in bidding units. In other words, the total upfront payment defines the maximum number of bidding units on which the applicant will be permitted to bid and hold high bids. That figure is displayed in the **Initial Eligibility** field of the Eligibility area. The same figure is displayed in the **Current Eligibility** field, unless you reduce your eligibility.

If your bid is below the minimum activity requirements, you may continue to bid, reduce your current eligibility amount, or use a waiver, if any are remaining. You should reduce your current eligibility amount if you are below the required activity, do not wish to place any additional bids, and do not want an automatic waiver applied by the FCC Automated Auction System. A bidder has a limited number of waivers per auction, regardless of whether it is a proactive or automatic

waiver. If you choose to reduce your eligibility, be advised that this will be a *permanent* reduction.

If you reduce your eligibility, the FCC Automated Auction System decreases your *minimum required activity* to the level of your *current activity*. In other words, it makes what is required of you equal to your current bidding activity. Your *current eligibility* is also reduced. Your current eligibility is reduced to the amount that makes your current activity satisfy your activity requirement. The amount to which your current eligibility is reduced is calculated by multiplying your current activity by the reciprocal of the activity requirement percentage for the current stage. For example, if the auction is in Stage One, bidders are required to be active on 80% of their current eligibility. During Stage One, your reduced eligibility is calculated by multiplying your current activity by five-fourths (5/4).

To reduce your eligibility, click the **REDUCE ELIGIBILITY** link at the bottom left corner of the Bidding page. This produces a Reduce Eligibility page that summarizes what will occur if you reduce your eligibility.



To proceed with the reduction, click **Reduce Eligibility**; to cancel the reduction, click **Cancel**.

In the preceding example, your **Current Activity** is 817,000 bu (bidding units) and your **Minimum Required Activity** is 1,425,000 bu. If you choose to reduce your eligibility at this point, your current activity and required activity will both become 817,000 bidding units. Your **Current Eligibility** will also be reduced; it will decrease to 1,021,250 bidding units in this case.

4.7. Submitting a Proactive Waiver

A bidder can submit a proactive waiver in order to avoid having to meet the minimum bidding activity requirement in a given round. A proactive waiver can also be used to keep the auction open when no bids are submitted in a round. Bidders are limited in the total number of waivers (proactive and automatic) they may use during the auction. Be advised that once you submit a proactive waiver, you cannot regain it. Submitting a proactive waiver reduces your allotment of waivers *permanently*.

> **Note:** You may ***not*** submit a proactive waiver in a round where you submitted any new bids or withdrew any standing high bids. (You may remove any new bids you submitted in a round in order to submit a proactive waiver. However, withdrawals are not reversible; once you make a withdrawal, you will not be allowed to place a proactive waiver in that round.)

To issue a proactive waiver, click the **SUBMIT PROACTIVE WAIVER** link at the bottom left corner of the Bidding page. This link will be enabled only during the specified bidding period and only if any waivers remain. Clicking it produces the Proactive Waiver page. The text on this page tells how many waivers you have remaining.

To issue a waiver, click the **Submit Proactive Waiver** button. Otherwise, to cancel issuing the waiver, click the **Cancel** button.

5. Round Results

Round results are produced when the bidding period for a round has ended. To see the results for the preceding round, click the **RESULTS** tab at the top of the page to obtain the Round Results page.

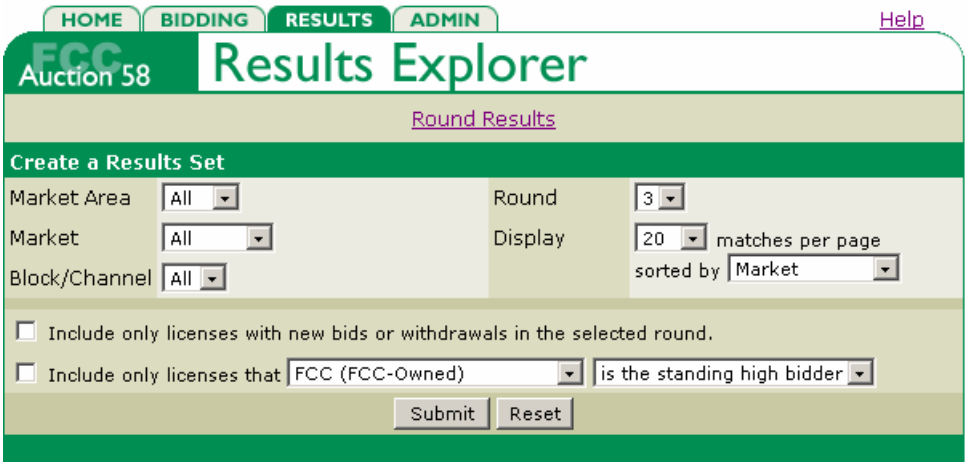
The Round Results page provides the following information:

- Summary information for the preceding round. This summary is identical to the Auction Summary on the Auction Home page (see page 11).
- A drop-down list that lets you obtain information about any bidder. These summaries are identical to the Bidder Summaries on the Auction Home page (see page 12).
- A link to the *Results Explorer* (page 28), which lets you view results for any preceding round and, optionally, filter the results to obtain a subset of interest.
- Links to four different round results reports. For details, see *Downloads* on page 30.

- List of the high bidder and high bid amount for each license to date.

5.1. Results Explorer

The Results Explorer lets you obtain the results for any preceding round and, optionally, filter those results by **Market Area, Market**, and **Block/Channel**.



Note the two "Include" check boxes at the bottom:

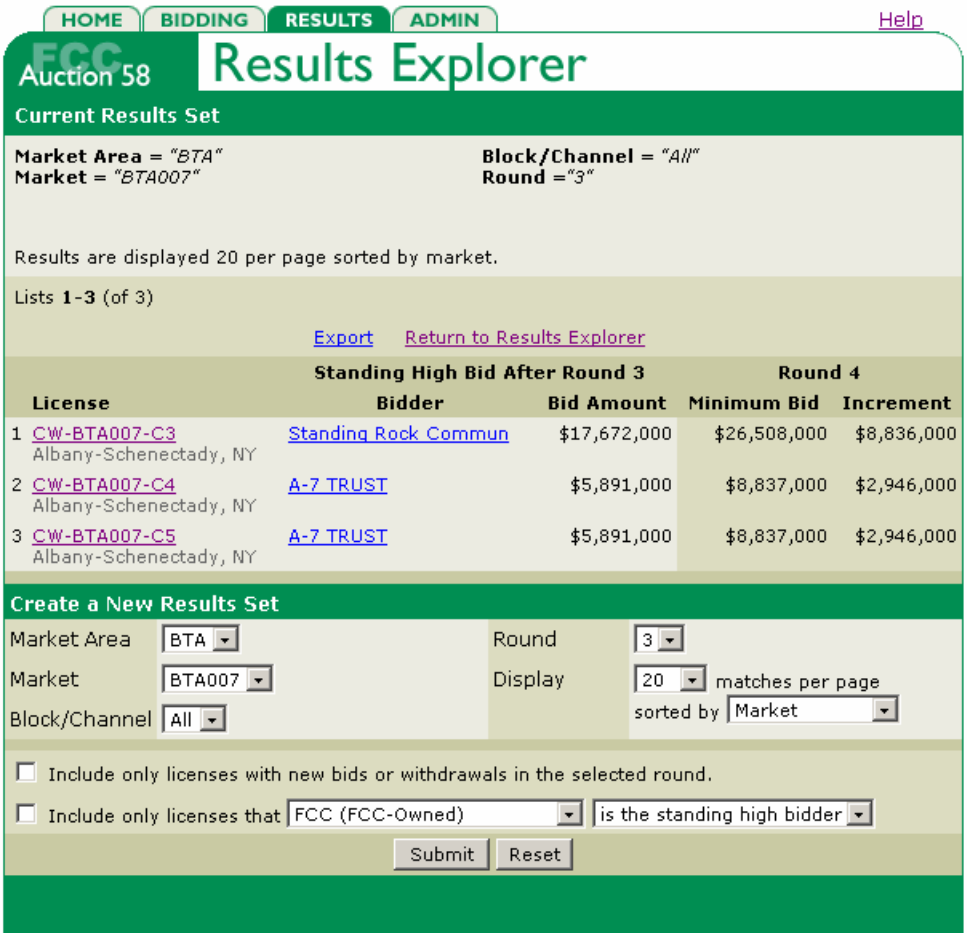
- The upper check box lets you limit the results to licenses on which new bids were placed or withdrawals made in the specified round.
- The lower check box lets you limit the results to a specific applicant, and view either the licenses they selected on their Form 175 or the licenses where they are the current high bidder.

  By selecting **FCC (FCC-owned)**, you can view licenses that have not yet been bid on, or had a bid that was withdrawn.

When you finish specifying your filter criteria, click the **Submit** button to obtain the results.

5.1.1. Current Results Set

The Current Results Set page lists the licenses that match your search criteria. It also includes an **Export** link that you can click to create a comma-delimited text file containing your filtered results. For details, see *Exporting Filtered Bids* on page 29.



The bottom of the page provides the filter criteria fields (with your current values selected), so you can perform another filter operation without returning to the Results Explorer page.

5.1.2. Exporting Filtered Bids

The Current Results Set page provides an **Export** link that you can click to create a comma-delimited text file containing your filtered results. This file can also serve as input to the Import feature (see *Importing Bids* on page 19).

To assist bidders wishing to use the Export feature to create import files, the files are created in a format that is compatible with the FCC Automated Auction System's Import feature. Since the bid increment is a required field in the import file, it is included in all files generated via Export, defaulting to a value of **1**. However, you may modify the increment if desired.

The Export file contains the following data elements, in order:

- Service Code
- Market

- Block/Channel
- Submarket (this field always has the value **0**).

  Although C block licenses have submarkets in this auction, the submarket indicator – a value from **1** to **5** – is included in the Block/Channel field. For example, Block/Channel value **C4** indicates Submarket 4 of Block C.

- Bid increment (default value = **1**, which selects the minimum acceptable bid for the next round)
- Round number
- Company name (set to **FCC** if no bid has been placed on this license)
- Standing high bid at the end of the selected round, in dollars
- Minimum acceptable bid for the round that follows the selected round, in dollars
- Bid increment for the round that follows the selected round. The bid increment is used to determine acceptable bid amount values 2 through 9.

For example, the following entry contains data for the license CW-BTA089-C3 based on the round results from Round 5:

CW-BTA089-C3-0,1,5,Acme Co.,300000,325000,25000

This entry shows that the standing high bid in Round 5 was $300,000 and that the minimum acceptable bid amount in Round 6 is $325,000, a bid increment of $25,000.

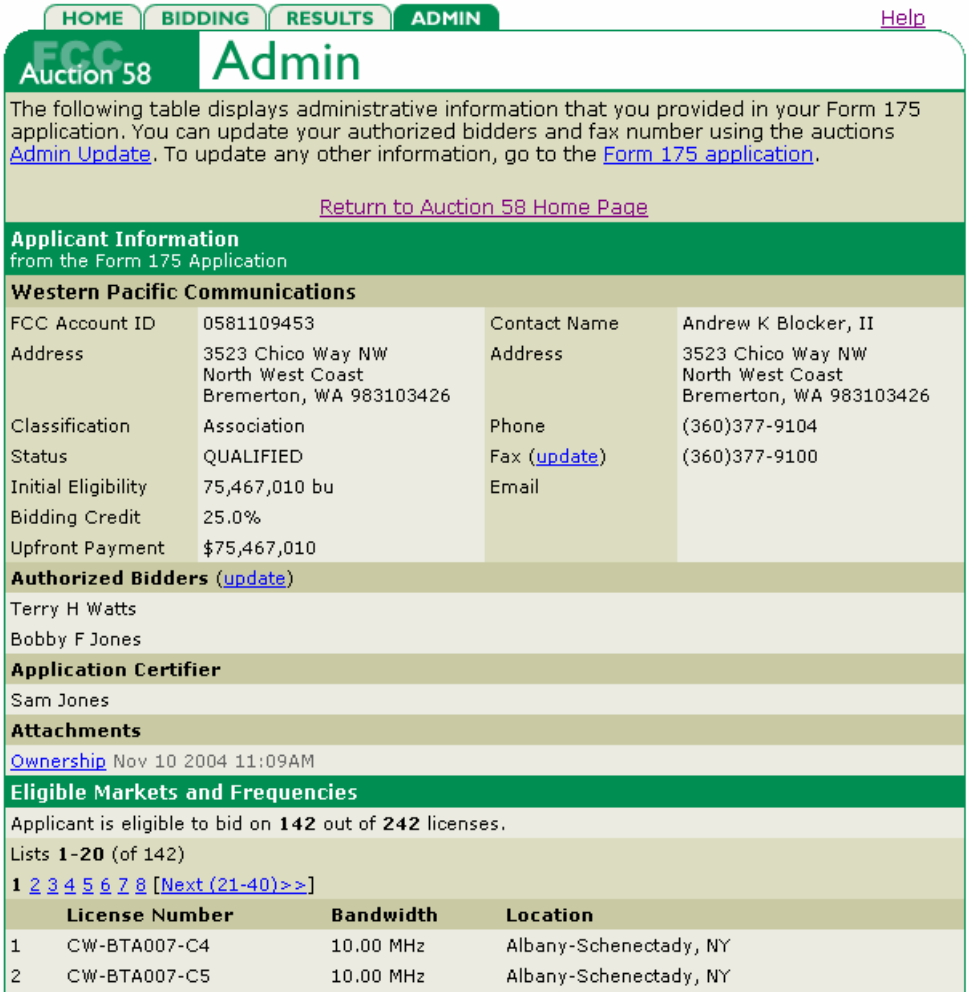
5.2. Downloads

The Downloads area has links that let you access four different kinds of round results reports. A separate report file is available for each preceding round. All files are available in *txt* format. The reports are:

- **All Bids** submitted during a round
- **High Bids** lists the high bidder on each license
- **Maximum Eligibility** contains each bidder's current eligibility and number of waivers remaining for the specified round
- **Withdrawals** lists all bids withdrawn during a round

6. Admin Function

The Admin page, which can only be accessed by bidders, displays information that the entity has submitted on their FCC Form 175. This information includes the applicant's FCC Account ID, Initial Eligibility, and Bidding Credit (if any), plus the address, phone, and fax number of their contact person. It also includes names of the authorized bidders and a list of the licenses on which they are eligible to bid.



Clicking the **Admin Update** link produces a form that allows a bidder to change their contact's fax number or the names of one or more authorized bidders. You can make other minor changes to the 175 information by clicking the **Form 175 application** link.