



FUNDING COMMITMENT DECISION LETTER
(Funding Year 2012: 07/01/2012 - 06/30/2013)

August 21, 2012

Chad McDaniel
DUBLIN CITY SCHOOL DISTRICT
207 Shamrock Dr
Dublin, GA 31021-3020

Re: Form 471 Application Number: 865085
Billed Entity Number (BEN): 127425
Billed Entity FCC RN: 0013613989
Applicant's Form Identifier: DCSY15-WANIAPHCELL

Thank you for your Funding Year 2012 application for Universal Service Support and for any assistance you provided throughout our review. The current status of the funding request(s) in the Form 471 application cited above and featured in the Funding Commitment Report(s) (Report) at the end of this letter is as follows.

- The amount, \$271,935.74 is "Approved."
- The amount, \$27,189.92 is "Denied."

Please refer to the Report following this letter for specific funding request decisions and explanations. The Universal Service Administrative Company (USAC) is also sending this information to your service provider(s) so preparations can begin for implementing your approved discount(s) after you file FCC Form 486, Receipt of Service Confirmation Form. A guide that provides a definition for each line of the Report is available in the Reference Area of our website.

NEXT STEPS

- Work with your service provider to determine if you will receive discounted bills or if you will request reimbursement from USAC after paying your bills in full
- Review technology planning approval requirements
- Review CIPA requirements
- File Form 486
- Invoice USAC using the Form 474 (service provider) or Form 472 (Billed Entity applicant) - as products and services are being delivered and billed

TO APPEAL THIS DECISION:

You have the option of filing an appeal with the SLD or directly with the Federal Communications Commission (FCC).

If you wish to appeal a decision in this letter to USAC, your appeal must be received by USAC or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. In your letter of appeal:

1. Include the name, address, telephone number, fax number, and (if available) email address for the person who can most readily discuss this appeal with us.
2. State outright that your letter is an appeal. Include the following to identify the letter and the decision you are appealing:
 - Appellant name,
 - Applicant name and service provider name, if different from appellant,
 - Applicant BEN and Service Provider Identification Number (SPIN),
 - Form 471 Application Number 865085 as assigned by USAC,
 - "Funding Commitment Decision Letter for Funding Year 2012," AND

- The exact text or the decision that you are appealing.
- 3. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep a copy of your entire appeal, including any correspondence and documentation.
- 4. If you are the applicant, please provide a copy of your appeal to the service provider(s) affected by USAC's decision. If you are the service provider, please provide a copy of your appeal to the applicant(s) affected by USAC's decision.
- 5. Provide an authorized signature on your letter of appeal.

To submit your appeal to USAC by email, email your appeal to appeals@sl.universalservice.org. USAC will automatically reply to incoming emails to confirm receipt.

To submit your appeal to USAC by fax, fax your appeal to (973) 599-6542.

To submit your appeal to USAC on paper, send your appeal to:

Letter of Appeal
Schools and Libraries Division - Correspondence Unit
30 Lanidex Plaza West
PO Box 685
Parsippany, NJ 07054-0685

If you wish to appeal a decision in this letter to the FCC, you should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received by the FCC or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. We strongly recommend that you use the electronic filing options described in the "Appeals Procedure" posted in the Reference Area of our website. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554.

OBLIGATION TO PAY NON-DISCOUNT PORTION

Applicants are required to pay the non-discount portion of the cost of the products and/or services to their service provider(s). Service providers are required to bill applicants for the non-discount portion. The FCC stated that requiring applicants to pay their share ensures efficiency and accountability in the program. If USAC is being billed via the FCC Form 474, the service provider must bill the applicant at the same time it bills USAC. If USAC is being billed via the FCC Form 472, the applicant pays the service provider in full (the non-discount plus discount portion) and then seeks reimbursement from USAC. If you are using a trade-in as part of your non-discount portion, please refer to our website for more information.

NOTICE ON RULES AND FUNDS AVAILABILITY

Applicants' receipt of funding commitments is contingent on their compliance with all statutory, regulatory, and procedural requirements of the Schools and Libraries Program. Applicants who have received funding commitments continue to be subject to audits and other reviews that USAC and/or the FCC may undertake periodically to assure that funds that have been committed are being used in accordance with all such requirements. USAC may be required to reduce or cancel funding commitments that were not issued in accordance with such requirements, whether due to action or inaction, including but not limited to that by USAC, the applicant, or the service provider. USAC, and other appropriate authorities (including but not limited to the FCC), may pursue enforcement actions and other means of recourse to collect improperly disbursed funds. The timing of payment of invoices may also be affected by the availability of funds based on the amount of funds collected from contributing telecommunications companies.

Schools and Libraries Division
Universal Service Administrative Company

FUNDING COMMITMENT REPORT
Billed Entity Name: DUBLIN CITY SCHOOL DISTRICT
BEN: 127425
Funding Year: 2012

Comment on RAL corrections: The applicant did not submit any RAL corrections.

Form 471 Application Number: 865085
Funding Request Number: 2356346
Funding Status: Funded
Category of Service: Telecommunications Service
Form 470 Application Number: 385980000989925
SPIN: 143000677
Service Provider Name: Verizon Wireless
Contract Number: GTA000187-010
Billing Account Number: 621761289-00001
Multiple Billing Account Numbers: N
Service Start Date: 07/01/2012
Service End Date: N/A
Contract Award Date: 03/16/2012
Contract Expiration Date: 12/31/2012
Shared Worksheet Number: 1474840
Number of Months Recurring Service Provided in Funding Year: 6
Annual Pre-discount Amount for Eligible Recurring Charges: \$30,211.02
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00
Pre-discount Amount: \$30,211.02
Discount Percentage Approved by the USAC: 90%
Funding Commitment Decision: \$27,189.92 - FRN approved as submitted

FCDL Date: 08/21/2012
Wave Number: 007
Last Allowable Date for Delivery and Installation for Non-Recurring Services: 09/30/2013
Consultant Name: Corrina McLaughlin
Consultant Number (CRN): 16043580
Consultant Employer: Dynamic Strategies LLC

FUNDING COMMITMENT REPORT
Billed Entity Name: DUBLIN CITY SCHOOL DISTRICT
BEN: 127425
Funding Year: 2012

Comment on RAL corrections: The applicant did not submit any RAL corrections.

Form 471 Application Number: 865085
Funding Request Number: 2356358
Funding Status: Not Funded
Category of Service: Telecommunications Service
Form 470 Application Number: 385980000989925
SPIN: 143999999
Service Provider Name: State Replacement Contract
Contract Number: SRCGTA000187-010
Billing Account Number: N/A
Multiple Billing Account Numbers: N
Service Start Date: 01/01/2013
Service End Date: N/A
Contract Award Date: 01/01/2013
Contract Expiration Date: 06/30/2013
Shared Worksheet Number: 1474840
Number of Months Recurring Service Provided in Funding Year: 6
Annual Pre-discount Amount for Eligible Recurring Charges: \$30,211.02
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00
Pre-discount Amount: \$30,211.02
Discount Percentage Approved by the USAC: 90%
Funding Commitment Decision: \$0.00 - Bidding Violation
Funding Commitment Decision Explanation: DR1: The FRN references the state replacement spin, SPIN number 143999999, as the service provider. The state replacement spin can be used in the following instances: (1) there is an expiring State Master Contract; (2) a FCC Form 470 posted to USAC's website for 28 days by a state agency or (3) its authorized agent must establish the competitive bidding for the expiring state master contract. The FCC Form 470 385980000989925 cited in this FRN was not posted by your state agency or its authorized agent. Therefore, the state did not establish the competitive bidding for this funding request.

FCDL Date: 08/21/2012
Wave Number: 007
Last Allowable Date for Delivery and Installation for Non-Recurring Services: 09/30/2013
Consultant Name: Corrina McLaughlin
Consultant Number (CRN): 16043580
Consultant Employer: Dynamic Strategies LLC

Schools and Libraries Universal Service Description of Services Requested and Certification Form 470

Estimated Average Burden Hours per Response: 3 hours

This form is designed to help you describe the eligible services you seek so that this data can be posted on the Fund Administrator Internet Site and interested service providers can identify you as a potential customer and compete to serve you.
Please read instructions before beginning this form. (You can also file online at www.usac.org/sl)

Form 470 Application Number: 38598000989925	Applicant's Form Identifier: DCSY15-Cell&Web
Application Status: CERTIFIED	Posting Date: 01/30/2012
Allowable Contract Date: 02/27/2012	Certification Received Date: 01/30/2012

Block 1: Applicant Address and Information

1 Name of Applicant:
DUBLIN CITY SCHOOL DISTRICT

2 Funding Year: 2012 (Funding years run from July 1 through the following June 30)

3 Entity Number: 127425

4a Street Address, P.O.Box, or Route Number:
207 SHAMROCK DR

City: DUBLIN State: GA Zip Code: 31021-3020

4b Telephone Number: (478) 272-3440

4c Fax Number: (478) 272-1249

5a Eligible Entities That Will Receive Services:

Check the ONE choice in **5a** that best describes the eligible entities that will receive the services described in this form. You will then list in Item **15** the entity/entities that will pay the bills for these services.

Individual School (individual public or non-public school)

School District (LEA; public or non-public [e.g., diocesan] local district representing multiple schools)

Library (including library system, library outlet/branch or library consortium as defined under LSTA)

Consortium (intermediate service agencies, states, state networks, consortia of schools and/or libraries)

Statewide application for (enter 2-letter state code) representing (check all that apply)

All public schools/districts in the state

All non-public schools in the state

All libraries in the state

5b Recipient(s) of Services - Check all that apply:

Private Public Charter

Tribal Head Start State Agency

5c Number of eligible entities for which services are sought: 9

Block 1: Applicant Address and Information (continued)

6a Contact Person's Name:
Chad McDaniel

If the Contact Person's Street Address is the same as **Item 4a** above, check here. If not, complete Item 6b.

6b Street Address, P.O.Box, or Route Number:
NOTE: USAC will use this address to mail correspondence
207 SHAMROCK DR

City: DUBLIN State: GA Zip Code: 31021-3020

Check the box next to your preferred mode of contact and provide your contact information. One box **MUST** be checked and an entry provided.

6c Telephone Number: (478) 277-4300

6d Fax Number: (877) 476-2390

6e E-Mail Address: chad@dublincityschools.us
Re-enter E-mail Address: chad@dublincityschools.us

If a consultant is assisting you with your application process, please complete Item 7 below:

7 Consultant Name: Corrina McLaughlin
Name of Consultant's Employer: Dynamic Strategies LLC
Consultant's Street Address: 224 Haggerty Circle

City: Wetumpka State: AL Zip Code: 36093
Consultant's Telephone Number: (334) 221-6124 Ext.
Consultant's Fax Number: (334) 514-6865
Consultant's E-mail Address: cmclaughlin@dynamicstrategiesllc.com
Re-enter E-mail Address: cmclaughlin@dynamicstrategiesllc.com
Consultant Registration Number: 16043580

Entity Number: 127425	Applicant's Form Identifier: DCSY15-Cell&Web
Contact Person: Chad McDaniel	Phone Number: (478) 277-4300

Block 2: Summary Description of Needs or Services Requested

8 Telecommunication Services

If you check YES to indicate you have a Request for Proposals (RFP) that specifies the services you are seeking, your RFP must be available to all interested bidders for at least 28 days. If your RFP is not available to all interested bidders, or if you check NO and you have or intend to have an RFP, you risk denial of your funding requests.

a YES, I have released or intend to release an RFP for these services. It is available or will become available on the Internet at: <http://erate.dublincityschools.us>
 or via (check one) the contact person in Item 6 or the contact person listed in Item 12

Your RFP Identifier: Bid# CellE-rate2013-1

b NO, I have not released and do not intend to release an RFP for these services.

Service	Quantity and/or Capacity
Cellular Service w/ Wireless Internet Access Designed for Portable Devices (i.e. email, web, text, internet, data plans, etc.) and with direct connect type services (see RFP for detailed specifications)	97 lines (+/-) (Note: The number of lines will change (+/-) during the term of the contract and any extensions based on system needs)

9 Internet Access

If you check YES to indicate you have a Request for Proposals (RFP) that specifies the services you are seeking, your RFP must be available to all interested bidders for at least 28 days. If your RFP is not available to all interested bidders, or if you check NO and you have or intend to have an RFP, you risk denial of your funding requests.

a YES, I have released or intend to release an RFP for these services. It is available or will become available on the Internet at: <http://erate.dublincityschools.us>
 or via (check one) the contact person in Item 6 or the contact person listed in Item 12

Your RFP Identifier: Bid# CellE-rate2013-1 & WebE-rate2013-2

b NO, I have not released and do not intend to release an RFP for these services.

Whether you check YES or NO, you must list below the Internet Access services you seek. Specify each service (e.g., monthly Internet service) and quantity and/or capacity (e.g., for 500 users).

Service	Quantity and/or Capacity
Wireless Internet for portable devices (with the cellular phones identified in the Telecom Services category) i.e. email, Internet, data plans, text, etc. (see RFP for detailed specifications)	A subset of the 97cellular lines (+/-) (Note: The number of lines will change (+/-) during the term of the contract & any extensions to meet system needs)
Web Hosting Services (see RFP for Detailed Specifications)	District-wide (District site & 7 school sites) (Note: Then number of sites will change (+/-) during the term of the contract and any extensions to meet system needs)

Entity Number: 127425

Applicant's Form Identifier: DCSY15-Cell&Web

Contact Person: Chad McDaniel

Phone Number: (478) 277-4300

10 Internal Connections Other Than Basic Maintenance

If you check YES to indicate you have a Request for Proposals (RFP) that specifies the services you are seeking, your RFP must be available to all interested bidders for at least 28 days. If your RFP is not available to all interested bidders, or if you check NO and you have or intend to have an RFP, you risk denial of your funding requests.

a YES, I have released or intend to release an RFP for these services. It is available or will become available on the Internet at:
 or via (check one) the contact person in Item 6 or the contact person listed in Item 12

Your RFP Identifier:

b NO, I have not released and do not intend to release an RFP for these services.

Whether you check YES or NO, you must list below the Internal Connections services you seek. Specify each service (e.g., a router,hub and cabling) and quantity and/or capacity (e.g., connecting 1 classroom of 30 students).

11 Basic Maintenance of Internal Connections

If you check YES to indicate you have a Request for Proposals (RFP) that specifies the services you are seeking, your RFP must be available to all interested bidders for at least 28 days. If your RFP is not available to all interested bidders, or if you check NO and you have or intend to have an RFP, you risk denial of your funding requests.

a YES, I have released or intend to release an RFP for these services. It is available or will become available on the Internet at:
 or via (check one) the contact person in Item 6 or the contact person listed in Item 12

Your RFP Identifier:

b NO, I have not released and do not intend to release an RFP for these services.

Whether you check YES or NO, you must list below the Basic Maintenance services you seek. Specify each service (e.g., basic maintenance of routers) and quantity and/or capacity (e.g., for 10 routers).

Entity Number: 127425

Applicant's Form Identifier: DCSY15-Cell&Web

Contact Person: Chad McDaniel

Phone Number: (478) 277-4300

12 (Optional) Please name the person on your staff or project who can provide additional technical details or answer specific questions from service providers about the services you are seeking. This person does not need to be the contact person(s) listed in Item 6 nor the Authorized Person who signs this form.

Name:

Title:

Telephone Number:

Fax Number:

Email Address:

Re-enter E-mail Address:

13 Check this box if there are any restrictions imposed by state or local laws or regulations on how or when service providers may contact you or on other bidding procedures. Please describe below any such restrictions or procedures and/or provide an Internet address where they are posted and a contact name and telephone number.

Check this box if no state and local procurement/competitive bidding requirements apply to the procurement of services sought on this Form 470.

If you are requesting services for a funding year for which a Form 470 cannot yet be filed online, include that information here.

Must comply with Georgia Bid Law and the specifications outlined in the applicable RFP. The RFPs can be located at <http://erate.dublincityschools.us> (Click on the appropriate RFP name to see questions and answers and any other related information). All questions must be submitted in writing to Chad McDaniel, email: chad@dublincityschools.us or Fax (877) 476-2390 by the deadline specified in the applicable RFP. Questions received by any other means will not be accepted. See the applicable RFP for detailed specifications, deadlines, & bid submittal requirements. Failure to comply with the requirements in the specified RFP may cause the bid to be rejected.

Block 3:

14. [Reserved]

Entity Number: 127425

Applicant's Form Identifier: DCSY15-Cell&Web

Contact Person: Chad McDaniel

Contact Phone Number: (478) 277-4300

Block 4: Recipients of Service

15 Billed Entities

List the entity/entities that will be paying the bills directly to the provider for the services requested in this form. These are known as Billed Entities. At least one line of this item must be completed. If a Billed Entity cited on your Form 471 is not listed below, funding may be denied for the funding requests associated with this Form 470. Attach additional pages if needed.

Entity Number	Entity Name
234443	DUBLIN MIDDLE SCHOOL
16032632	DUBLIN CITY BOARD OF EDUCATION OFFICE
16048595	MOORE STREET SCHOOL
127425	DUBLIN CITY SCHOOL DISTRICT
16066010	DUBLIN BUS SHOP
33882	CENTRAL OFFICE ANNEX
33877	SAXON HEIGHTS ELEM SCHOOL
16037510	DUBLIN HIGH SCHOOL
33884	DASHER ELEMENTARY SCHOOL
16065272	HILLCREST ELEMENTARY SCHOOL

Entity Number: 127425

Applicant's Form Identifier: DCSY15-Cell&Web

Contact Person: Chad McDaniel

Contact Phone Number: (478) 277-4300

Block 5: Certifications and Signature

16 I certify that the applicant includes: (Check one or both.)

- a** schools under the statutory definitions of elementary and secondary schools found in the **No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801 (18) and (38)**, that do not operate as for-profit businesses, and do not have endowments exceeding \$50 million; and/or
- b** libraries or library consortia eligible for assistance from a State library administrative agency under the Library Services and Technology Act of 1996 that do not operate as for-profit businesses and whose budgets are completely separate from any schools (including, but not limited to elementary and secondary schools, colleges, and universities).

17 I certify that, if required by Commission rules, all of the individual schools and libraries receiving services under this form are covered by technology plans that do or will cover all 12 months of the funding year, and that have been or will be approved by a state or other authorized body, or an SLD-certified technology plan approver, prior to the commencement of service.

Or I certify that no technology plan is required by Commission rules.

18 I certify that I will post my Form 470 and (if applicable) make my RFP available for at least 28 days before considering all bids received and selecting a service provider. I certify that all bids submitted will be carefully considered and the bid selected will be for the most cost-effective service or equipment offering, with price being the primary factor, and will be the most cost-effective means of meeting educational needs and technology plan goals.

19 I certify that I will retain required documents for a period of at least five years after the last day of service delivered. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the form for, receipt of, and delivery of services receiving schools and libraries discounts. I acknowledge that I may be audited pursuant to participation in the schools and libraries program.

20 I certify that the services the applicant purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for educational purposes and will not be sold, resold or transferred in consideration for money or any other thing of value, except as permitted by the Commission's rules at 47 C.F.R. §§ 54.500, 54.513.

Additionally, I certify that the entity or entities listed on this form have not received anything of value or a promise of anything of value, other than services and equipment sought by means of this form, from the service provider, or any representative or agent thereof or any consultant in connection with this request for services.

21 I acknowledge that support under this support mechanism is conditional upon the school(s) and/or library(ies) I represent securing access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that I have considered what financial resources should be available to cover these costs.

22 I certify that I am authorized to procure eligible services for the eligible entity(ies). I certify that I am authorized to submit this request on behalf of the eligible entity (ies) listed on this form, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

23 I certify that I have reviewed all applicable FCC, state, and local procurement/competitive bidding requirements and that I have complied with them. I acknowledge that persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001.

24 I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the schools and libraries support mechanism are subject to suspension and debarment from the program.

Entity Number: 127425

Applicant's Form Identifier: DCSY15-Cell&Web

Contact Person: Chad McDaniel

Contact Phone Number: (478) 277-4300

25 Signature of authorized person:

26 Date: 01/30/2012

27a Printed name of authorized person:

Chad McDaniel

27b Title or position of authorized person:

Director of Technology

Check here if the consultant in Item 7 is the Authorized Person.

27c Street Address, P.O. Box, Route Number, City, State, Zip Code:

207 Shamrock Drive

City: Dublin

State: GA

Zip Code: 31021

27d Telephone Number of Authorized Person:

(478) 277-4300

27e Fax Number of Authorized Person:

(877) 476-2390

27f E-mail Address of Authorized Person:

chad@dublincityschoools.us

Re-enter E-mail Address:

chad@dublincityschoools.us

27g Name of Authorized Person's Employer:

Dublin City School District

Service provider involvement with preparation or certification of a Form 470 can taint the competitive bidding process and result in the denial of funding requests. For more information, refer to the Schools and Libraries area of the USAC web site at www.usac.org/si or call the SLD Client Service Bureau at 1-888-203-8100.

Entity Number: 127425	Applicant's Form Identifier: DCSY15-Cell&Web
Contact Person: Chad McDaniel	Phone Number: (478) 277-4300

NOTICE: In accordance with Section 54.504 of the Federal Communications Commission's rules, certain schools and libraries ordering services that are eligible for and seeking universal service discounts must file this Description of Services Requested and Certification Form (FCC Form 470) with the Universal Service Administrator. 47 C.F.R. Â§ 54.504 (b). The collection of information stems from the Commission's authority under Section 254 of the Communications Act of 1934, as amended. 47 U.S.C. Â§ 254. The data in the report will be used to ensure that schools and libraries comply with the competitive bidding requirement contained in 47 C.F.R. Â§ 54.504. Schools and libraries must file this form themselves or as part of a consortium.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

The FCC is authorized under the Communications Act of 1934, as amended, to collect the information we request in this form. We will use the information you provide to determine whether approving this application is in the public interest. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, your application may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information in your application may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government is a party of a proceeding before the body or has an interest in the proceeding. In addition, information provided in or submitted with this form or in response to subsequent inquiries may also be subject to disclosure consistent with the Communications Act of 1934, FCC regulations, the Freedom of Information Act, 5 U.S.C. Â§ 552, or other applicable law.

If you owe a past due debt to the federal government, the information you provide may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide the information to these agencies through the matching of computer records when authorized.

If you do not provide the information we request on the form, the FCC may delay processing of your application or may return your form without action.

The foregoing Notice is required by the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. Â§ 3501, *et seq.*

Public reporting burden for this collection of information is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation and Records Management, Washington, DC 20554.

Please submit this form to:

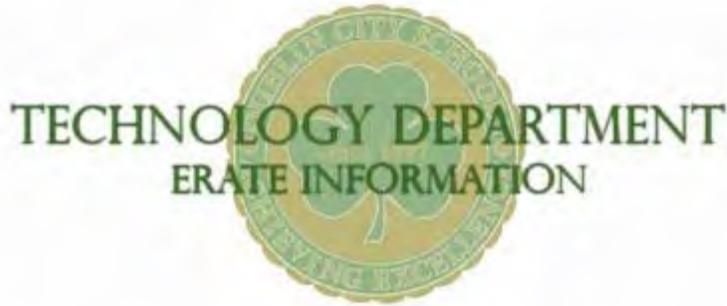
**SLD-Form 470
P.O. Box 7026
Lawrence, Kansas 66044-7026
1-888-203-8100**

For express delivery services or U.S. Postal Service, Return Receipt Requested, mail this form to:

**SLD Forms
ATTN: SLD Form 470
3833 Greenway Drive
Lawrence, Kansas 66046
1-888-203-8100**

FCC Form 470
October 2010

[New Search](#) [Return To Search Results](#)



[Dublin City Schools District Site](#)

[Cellular Service](#)

[Web Hosting](#)

Welcome to the Dublin City Schools Technology Department ERate Website. Contained within the contents of this website you can find all requirements documentation concerning all ERate projects for Dublin City Schools.

If you have any questions concerning the information on this website please contact Chad McDaniel, Director of Technology for Dublin City Schools at chad@dublincityschoools.us or (478) 277-4300.

ERate Calendar

Today Monday, January 30 Print

Showing events after 1/30.

[Look for earlier events](#)

Monday, January 30

ERATE 470 & RFP Release

Thursday, March 1

ERATE Proposal Evaluation

2:00pm Deadline for Proposal Submission

Friday, March 2

ERATE Proposal Evaluation

Saturday, March 3

ERATE Proposal Evaluation

Sunday, March 4

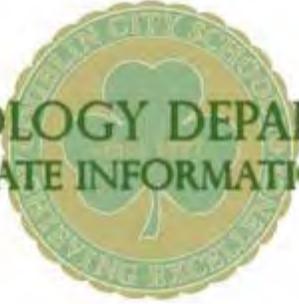
ERATE Proposal Evaluation

Monday, March 5

ERATE Proposal Evaluation

Events shown in time zone: Eastern Time





TECHNOLOGY DEPARTMENT

ERATE INFORMATION

[Dublin City Schools District Site](#)
[Cellular Service](#)
[Web Hosting](#)
[Home >](#)

Cellular Service

Please see the complete RFP below in the **ATTACHMENTS** area.

<u>Event</u>	<u>Date & Time</u>
Release RFP to Bidders	January 30, 2012
Deadline for Proposal Submission	March 1, 2012 at 2:00 p.m.(Eastern)
Evaluation of Responses	March 1 – 6, 2012
Contract Award (Board Meeting)	March 12, 2012 *
Start of Services	July 1, 2012

*The Vendor must provide a proposed contract for the specified contract period with their bid to ensure the Customer has sufficient time to obtain a signed contract and file an E-rate application before the application filing window closes on March 20th, 2012. If the contract requires both Customer and Vendor signatures, the proposed contract submitted with the Vendor's bid must be signed by an authorized Vendor representative.

Failure to provide any of the requested information requested in this solicitation or

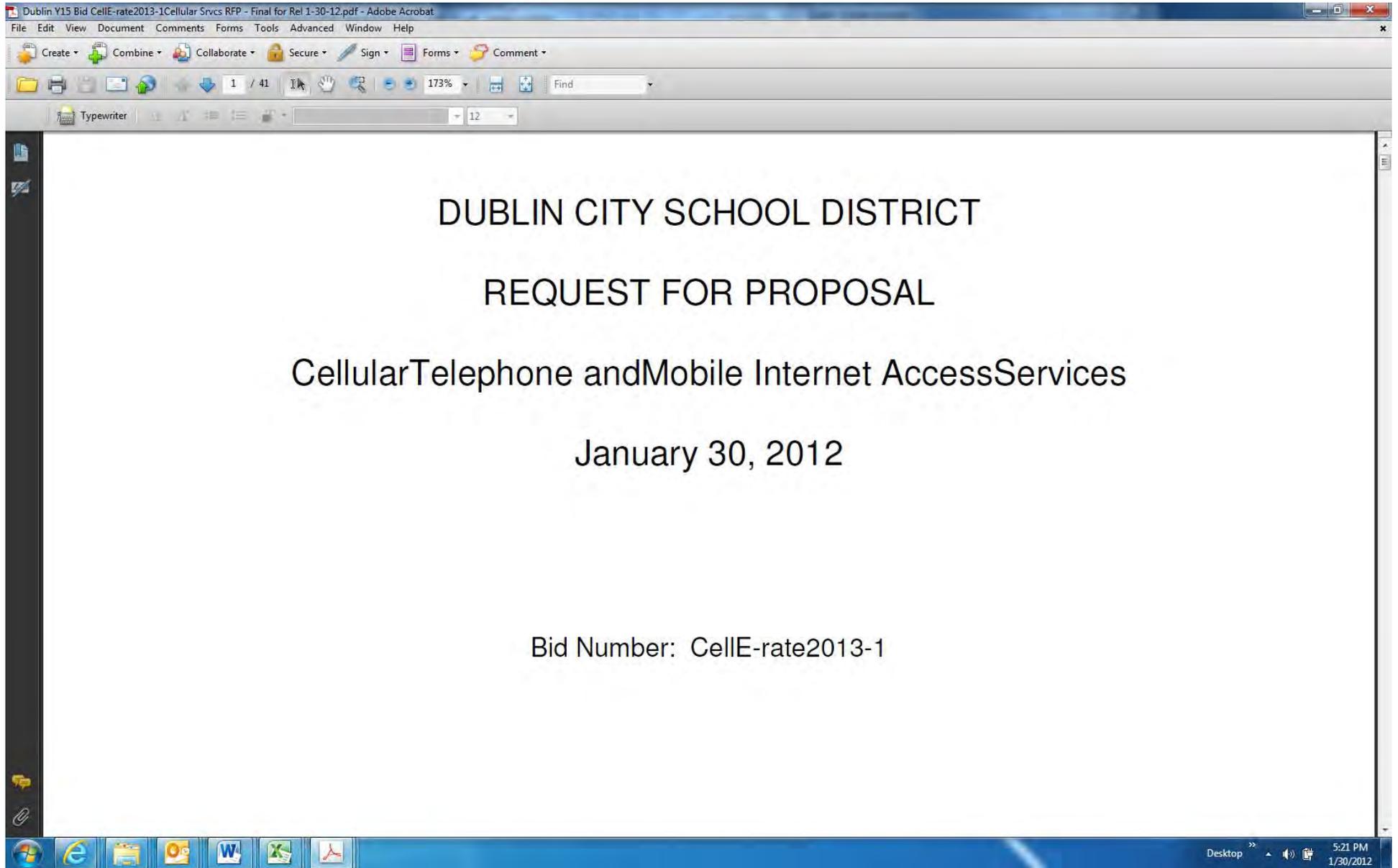
to meet any of the criteria outlined herein is reason for disqualification without consideration.

Attachments (1)



Dublin Y15 Bid Celle-rate2013-1Cellular Srvc RFP - Final for Rel 1-30-12.pdf - on Jan 30, 2012 2:54 PM by Chad McDaniel (version 1)

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DUBLIN CITY SCHOOL DISTRICT

REQUEST FOR PROPOSAL

Cellular Telephone and Mobile Internet Access Services

January 30, 2012

Bid Number: CellE-rate2013-1



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Construct an Evaluation

When an applicant examines and evaluates the bids received for eligible services, it must select the most cost-effective bid. The price of the eligible products and services must be the primary factor in the evaluation, but does not have to be the sole factor.

Other relevant evaluation factors may include: prior experience including past performance; personnel qualifications including technical excellence; management capability including schedule compliance; and environmental objectives. Note that the most heavily weighted price factor cannot include ineligible costs, although those can be included in an evaluation as long as they are in a separate price factor that is weighted less heavily (see the second example below).

Example 1:

The following example meets program guidelines, as the price of the eligible products and services is weighted higher than any other single factor and does not include any ineligible cost factors:

Factor	Weight
Price of the eligible products and services	30%
Prior experience	25%
Personnel qualifications	20%
Management capability	15%
Environmental objectives	10%
Total	100%

Example 2:

This second example includes an evaluation factor that addresses ineligible costs that an applicant might incur as a result of selecting a particular bid. Note that the price of the eligible products and services is still the primary factor, and the ineligible costs are included in a factor that is weighted less heavily.

Factor	Weight
Price of the eligible products and services	30%
Prior experience	25%
Ineligible cost factors	20%
Management capability	15%
Local Vendor	10%

Total

100%

You should use the factors you choose for your evaluation to construct a bid evaluation matrix. Your matrix will assist you in your evaluation and also provide documentation of your process. You can view a sample [bid evaluation matrix](#)  on this website.

No Bids Received?

If you do not receive any bids in response to a FCC Form 470/RFP, we suggest that you memorialize this fact with an email to yourself or a memo to the file. Various review processes - including audits - may occur after your competitive bidding process has ended, and this email or memo may be the only documentation of what happened.

If you do not receive any bids after your 28-day waiting period, you can contact service providers to solicit bids and can then review and evaluate any bids received as a result. However, remember that if you post a new FCC Form 470, issue a new Request for Proposal (RFP), or amend your existing RFP, you start a new 28-day waiting period.

Keep in mind that your state and local procurement rules may also require you to take certain actions when this situation occurs. As always, you must be in compliance with all of your state and local rules and regulations as well as Federal Communications Commission (FCC) rules.

One Bid Received?

If you receive only one bid, we suggest that you memorialize this fact with an email to yourself or a memo to the file. This will help to document that you did not just keep only the winning bid.

Furthermore, remember that if you only get one bid, that does not automatically make the bid cost effective. You should review the pricing in the bid response to determine whether the costs for the products and services are significantly higher than the costs generally available in the marketplace for the same or similar products or services. If they are significantly higher, then the bid may not be cost effective.

Disqualification Factors

Vendor Selection

You can set out specific requirements and disqualify bids that do not meet those requirements as long as you clearly identify the disqualification reasons on your FCC Form 470 and/or your RFP. Disqualification reasons should be determined prior to any substantive bid evaluation. Disqualification reasons cannot be scored on a range, but rather are binary - i.e., the service provider either meets the standard or does not meet the standard.

The following items are examples of common bid disqualification reasons:

- Service provider must register with the state procurement office.
- Service provider must have a Service Provider Identification Number (SPIN).
- Service provider must have an FCC registration number.
- Service provider must be bonded.

Bids from service providers that do not meet all four requirements are disqualified and not evaluated further. The remaining bids must then be evaluated with the price of the eligible products and services as the factor that is weighted most heavily in the bid evaluation.

Mandatory Walkthroughs and Bidders Conference

You can require that bidders participate in a walkthrough of your facility or attend a bidders conference in order to submit a bid. As long as you have clearly stated in your FCC Form 470 and/or RFP that not attending these events is a reason for disqualification, you can disqualify bids from service providers that were not present at these events.

However, you must be sure that all bidders had access to this information and have timely notice so that they have a reasonable opportunity to attend.

Note that if you use the walkthrough or bidders conference as the only opportunity to distribute the RFP, you must then wait at least 28 days from the date you last distributed the RFP before you can select your service provider.

Vendor Evaluations

If you use a multi-tiered or multi-round evaluation process, the price of the eligible products and services must be the

primary evaluation factor in each tier or round of the process.

The following is an example of such a process:

- In the first round, the applicant uses the following evaluation criteria:
 - Price of the eligible products and services (50 points)
 - Reference check (25 points)
 - Prior experience with the district (25 points)

Bidders that do not receive at least 70 points in the first round are eliminated and not considered any further.

- In the second round, the applicant uses the following evaluation criteria:
 - Price of the eligible products and services (40 points)
 - Technical solution (35 points)
 - Price of any ineligible products and services needed in order to make the solution work (25 points)

Although the applicant did not consider bids that did not meet the 70-point threshold, the first round is not a disqualification because bidders were scored subjectively on references and prior experience with the district. Note that in each round the primary factor was the price of the eligible products and services.

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E-Rate Bid Assessment Worksheet
Funding Year 2013

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Project or Service Description Cellular Services

Vendor Scoring (use additional worksheets if necessary)

Selection Criteria	Weight*	Verizon		Raw Score	Weighted Score						
		Raw Score**	Weighted Score***								
Price	30%	5	1.5		0		0		0		0
Prior Experience	25%	5	1.25		0		0		0		0
Personnel Qualifications	20%	5	1		0		0		0		0
Management capability	15%	5	0.75		0		0		0		0
Environmental objectives	10%	5	0.5		0		0		0		0

Overall Ranking 100% 5 0 0 0 0

Vendor Selected:	Verizon
Approved By:	Chad McDaniel
Title:	Director of Technology
Date:	3/6/2012

Note:	No
bids were received so the state contract with Verizon was selected	

- Notes:
- * Percentage weights must add up to 100%. **Price must be weighted the heaviest.**
 - ** Evaluated on a scale of 1 to 5: 1=worst, 5=best.
 - *** Weight x Raw Score

Signature:





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APPLICANTS

SERVICE PROVIDERS

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State Master Contracts

A state master contract is a contract that is competitively bid and put in place by a state government entity for use by others.

Citing the FCC Form 470 on the Funding Request

If the state files an FCC Form 470:

- The applicant may cite the state's FCC Form 470 on its FCC Form 471. The state must follow a competitive bidding process pursuant to Federal Communications Commission (FCC) requirements and state procurement law.
- The applicant is required to follow the applicable provisions of the state master contract and state and local procurement laws. No separate bidding documents or contracts are required by the applicant citing the state's FCC Form 470, other than what is required by the state master contract and state and local procurement laws. The signed state master contract between the state and the service provider meets the FCC signed contract requirement.

If the applicant files an FCC Form 470 and considers a state master contract as one of the bids:

- The applicant must follow a competitive bidding process pursuant to FCC requirements and state and local procurement law. Price must be the primary factor - that is, it must be weighted more heavily than any other factor.
- If the applicant selects the state master contract as the most cost-effective alternative, the applicant is required to follow the applicable provisions of the state master contract, state contract law, and state and local procurement laws. The signed state master contract between the state and the service provider meets the FCC signed contract requirement.
- The applicant cites its own FCC Form 470 on its FCC Form 471

Mini-bids

If the state awards contracts to multiple vendors as a result of its posted FCC Form 470 and competitive bidding process, the applicant must [conduct a bid evaluation](#) for all vendors able to provide services to the applicant under these contracts (a "mini-bid"). To conduct a mini-bid, the applicant determines the factors to use for its evaluation – with the price of the eligible products and services as the most heavily-weighted factor – scores the vendors appropriately, and chooses the most cost-effective solution.

- The applicant does not need to post an FCC Form 470 to conduct a mini-bid.
- The applicant does not need to conduct a mini-bid if only one vendor is able to provide service. For example, if three vendors sign contracts with the state pursuant to the state-filed FCC Form 470 but only one of the vendors can provide service in the applicant's geographic location, a mini-bid is not required.

Reporting the Contract Award Date

The contract award date shall not be earlier than the 29th day after the posting of the FCC Form 470. If an applicant files its own FCC Form 470 and chooses either a new or a pre-existing state master contract as the most cost effective bid, the applicant should record its decision to purchase off the state master contract after the bidding process is complete and to record the date of this memorialization as the contract award date on the FCC Form 471.

State Master Contract Requirements

If the state master contract requires the issuance of purchase orders or contains other requirements for applicants, the applicants must meet those requirements. For example, if the state master contract requires the applicant to issue a purchase order by July 1, then the applicant is required to meet that deadline.

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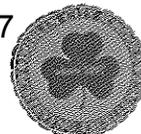
207 Shamrock Drive
Dublin, GA 31021

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ATTACHMENT 7

Office: 478.272.3440
Fax: 478.272.1249



State Contract Selection

March 13, 2012

Applicant: Dublin City Schools

Billed Entity Number: 127425

Entity Name: Verizon Wireless & the State Replacement Contract

Spin Number: GTA000187-010

Contract Origination Date: 07/01/2012

This memorandum hereby selects the state contract for wireless phone and data services for the Dublin City School District with Verizon Wireless (SPIN Number 143000677) under state contract GTA000187-010 from 07/01/2012 to 06/30/2013. Since the state contract is currently scheduled to expire during the funding year, we have also selected the State Replacement Contract for the period of the funding year not covered by the current contract.

Dr. Chuck Ledbetter, Superintendent
Dublin City Schools

3/16/2012

Date



POLICY

MEMORANDUM

<p>SUBJECT: Rules, Regulations and Procedures Governing the Acquisition and Use of Telecommunications Services and Equipment</p>	<p>REVISION NO.: 9 POLICY NO.: 4</p>
<p>ISSUED BY: Office of Planning and Budget Georgia Technology Authority</p>	

1. Legislative Authority

In accordance with legislative intent set forth in O.C.G.A § 45-12-70 et. seq. and O.C.G.A § 50-25-4 (a) (10), the Office of Planning and Budget (OPB), in partnership with the Georgia Technology Authority (GTA) hereby promulgate the following Statewide policy.

O.C.G.A § 45-12-70 authorizes OPB to develop financial plans for the State, to coordinate the fiscal affairs of the State and to see that the financial resources of the State are used most efficiently. In 2000, O.C.G.A. § 50-25-4 (a) (10) invested GTA with the authority to “set technology policy for all agencies except those under the authority, direction, or control of the General Assembly or statewide elected officials other than the Governor.” Additionally, in O.C.G.A § 50-25-1 agency means every state department, agency, board, bureau, commission, and authority but shall not include any agency within the judicial branch of state government or the University System of Georgia.

2. Statement of Policy

It shall be the responsibility of each State agency to manage and minimize the costs of using telecommunications services and equipment. This policy applies to all State departments, institutions, boards, bureaus, agencies, authorities, colleges and universities (all are which hereinafter referred to as “agency” or collectively as “agencies”). Each agency shall develop a telecommunications policy based upon the guidelines established in this statewide policy. Agencies will be responsible for maintaining adequate documentation to ensure that these guidelines and criteria have been met.

3. Definition of Terms

The terminology contained within this document is in accordance with Webster’s Dictionary except for the terms specifically defined in this section.

Usage Sensitive Services – those services whose recurring charges are based on a per unit measure such as minutes used or per occurrence of use.

- Examples include wireless Internet service, cellular airtime or 800 MHz with interconnect, roaming charges and long distance calling, where such services are charged on a per minute or per occurrence basis.

Wireless Device – devices that receive and/or send transmission using wireless technology such as cellular or radio frequency (RF) signaling.

- Examples include cellular or PCS phones, blackberries, personal digital assistance with connectivity, two-way radios (traditional and trunked technologies) and pagers. These do **not** include cordless telephones or headsets.

Mobile Device – devices that are portable rather than continuously connected via physical wiring to electricity or network connectivity.

- Examples include laptops, Personal Digital Assistants (PDA).

Fixed – equipment connected by physical wiring to a cabling infrastructure for connectivity to voice, data, video or radio communications systems.

Security – provision that assures safety, protection or defense of voice, data or video transmissions of confidential or sensitive information.

4. **Policy**

Each agency shall control and minimize the costs of using telecommunications services and equipment by the following means:

- Control usage sensitive telecommunications costs by:
 - promoting the proper use of lines with long distance capability, telephone calling cards, devices having per minute access charges such as cellular or trunked radio connectivity;
 - Each agency shall manage access to long distance services. (Example: Identify the appropriate accessibility for long distance services by telephone line number or telephone instrument and limit its availability in common use areas.)
 - monitoring these costs using telephone invoices or other documented methodology to validate usage sensitive charges; and

- prohibiting personal or non-job-related long distance telephone calls from State and non-State telephones and charging the costs to the State (i.e. 3rd Party Billed Calls, Collect Calls), whenever possible. Agencies that require employees to make job-related long distance telephone calls from other than State telephones will provide the employees with state (or GTA) issued telephone calling cards, whenever possible.
 - Employees who are issued telephone calling cards should be required to use them only when away from their offices and at locations that do not have state telephones with long distance access.
- Prohibit use of charge based directory assistance such as 411 and (area code)-555-1212.
- Prohibit personal use of "900" and "976" phone services. Employees are allowed to make only job-related "900" and "976" telephone calls.
- Control the costs of wireless access by carefully managing the use of state devices for unauthorized purposes. (See Section 11.0)
- Control the costs of auxiliary communications equipment by limiting the personal use of facsimile equipment, computer communications, scanners, printers, pagers and other state provided technology.
- Ensure that fixed services are utilized by employees rather than wireless devices generating usage sensitive charges when fixed services are readily available.
 - Example: using cellular technology at an office when a desktop service arrangement is at hand.
- Maintain an inventory of all wireless devices that lists each individual device, the service provider for such device and the individual (or in the case of shared wireless devices, the smallest identifiable organizational unit) to which the device is assigned. Such inventory must be kept current by the agency and made available for inspection by the Department of Audits, the Governor's Office of Planning and Budget and/or the Georgia Technology Authority upon request.

4.1 Usage Sensitive Services

Each agency shall manage and monitor usage sensitive telecommunications services for the purpose of minimizing costs.

4.2 Monitoring Usage Sensitive Services

Each agency should implement a methodology that includes a monitoring process to validate and control usage sensitive charges as discussed in Section 4 of this policy memorandum. Each agency shall document their internal telecommunications monitoring process and keep the process in their agency files for auditing purposes.

Agencies are required to obtain detailed billing for any usage sensitive services from all service providers identifying each long distance call, calling card call, cellular call or other usage sensitive services by the telecommunications device incurring the usage. (Examples of providers are GTA, Verizon, Alltel, Blackberry, Motorola, etc.) The monitoring methodology should include a procedure to verify that charges billed to the State demonstrate appropriate use based on a sample of the usage listed on the invoice for telecommunications services.

4.3 Wireless and Mobile Devices

The use of wireless and mobile technology by government employees has increased over the years as the technology has matured and proved itself as an effective communication tool. Its use has changed how we do business. Appropriate use of this technology allows employees to be more responsive to the citizens they serve.

4.3.1 Guidelines for Acquisition and Use of Wireless and Mobile Devices

As an overview, an agency is authorized to provide wireless or mobile devices to its employees in accordance with the provisions of this policy. In the remainder of this section, proposed criteria for determining the need for such device(s) and guidelines for acquiring such device(s) are presented. If it is determined that a wireless or mobile device is a necessary component of a job function, then consideration should be given to such device(s) being maintained in a pool for shared use among employees unless this is not practical.

4.3.2 Criteria for Determining the Need for Wireless and Mobile Devices

Agencies must establish and adopt written criteria to determine which job functions have a legitimate business need for wireless or mobile devices. Agencies shall utilize their criteria prior to assigning any such devices. Where communications needs cannot be met with fixed telephone or desktop computer equipment, an agency must use their

criteria for issuing these devices. Criteria under which these devices could be issued might include the following:

- Device is required to enhance directly an employee's job responsibility of protecting the physical safety of the general public
- Device is required for an employee to respond better to environmental emergencies
- Device is required for additional protection for the employee in potentially hazardous working conditions
- An employee cannot adequately meet communications needs with fixed telecommunications equipment
- Frequent travel (e.g.>25% of time) and required to stay in contact with the office or agency clients. (If travel duties rotate, agencies/institutions should use minimum number of devices to accommodate the maximum number simultaneously on the road.)
- Job requirement is to remain mobile within multiple building/sites where 2-way communications is required (e.g. lodge cleaning personnel, transporters, delivery personnel, desktop support technicians)
- Public Safety/Homeland Security
- On-call personnel who are on-call more than 2 weekends a month. (Agencies/institutions should explore possibility of shared phones if on call duties are shared.)
- Critical staff doing business and expected to do business while commuting and moving from appointment to appointment
- Regular requirement for two-way real-time communication where stationary phones cannot be made available (e.g. new construction area, campus-type environment, highway, etc.)
- Personnel who are required to be accessible at least 80% of the time and away from their office on a frequent basis (e.g.>25% of the time). (Media contacts, etc.)

Positions meeting "agency criteria" for wireless and mobile devices should be required to use a state provided device and service and not use a personal phone for reimbursement.

4.3.3 Requirements for Acquiring Wireless and Mobile Devices and Services

Once the need for a wireless or mobile device has been identified, the agency must take diligent steps to ensure that it will be paying the lowest amount for the device and recurring monthly charges. This should include projecting the quantity and type of access service (i.e. minutes, messages, coverage area, Internet, etc.) the wireless device is anticipated to use each month.

- In the absence of an enterprise (i.e. statewide) contract, the agency should obtain quotes from vendors and examine packages so that it can be assured that it will select the vendor and package which will result in the lowest cost considering monthly fee, air time, service area, roaming charges or any other applicable functionality required that is offered with additional cost outside the package selected.
- Where volume discounts can be obtained, these should be considered as well.
- When an enterprise (i.e. or statewide) contract is available, the agency **must** utilize such contract(s) **unless** granted a written exception by the state government entity overseeing such contract.

4.3.4 Criteria for Issuing a Wireless or Mobile Device

Where an agency's criteria has determined that a legitimate need for a wireless or mobile device exists, the agency must then make a determination as to whether the device should be issued full-time to an individual employee for exclusive use, or be maintained as part of a shared pool where the device can be used by several employees on an as-needed basis.

5. Use of Personal Wireless Devices or Usage Sensitive Services for State Business

Agencies may authorize employees to receive reimbursements for occasional business-related calls made from their personal usage sensitive or wireless devices. Documented agency methodology for reimbursement must be kept on file for auditing purposes.

- Such reimbursements shall be for the costs of business related calls only and shall not include any portion of the cost of personal equipment or installation.
- Those employees who are authorized by their agencies to receive reimbursements for occasional state business use on personal devices shall be required to submit a copy of their technology bill identifying the business related usage with sufficient detail to verify the reimbursable usage.
- Agencies and employees are hereby on notice that such documents are subject to disclosure (in whole or in part) under the Georgia Open Records Act.

6. Method of Reimbursement for State Usage on Personal Devices

The acceptable method of reimbursement is use of a formula to determine the per unit of usage charge for calculating the reimbursement rate for business related communications.

- Business related communications made using minutes or measured service **within** a user's pre-paid service plan shall not be reimbursed.
- Business related communications made using minutes or measured service in **excess** of the pre-paid service plan.
 - When a business related communication occurs over and above the pre-paid service plan's limit, the state will reimburse at the actually accrued per minute charge billed by the service provider. The state will reimburse for roaming, long distance or other applicable charges for business related purposes.
 - Employee may be reimbursed for personal calls made using minutes or measured service in excess of the pre-paid plan **but only to the extent required to offset business related communication minutes or measured service within a user's pre-paid service plan.**

7. Budgeting for Wireless Devices and Usage Sensitive Services

Expenditures for wireless devices and usage sensitive services shall be reported separately from other expenditures for communications services on the Schedule of Telecommunications in the annual budget request submission to OPB.

- In each agency's annual budget request submission, the agency shall include an inventory of wireless devices, by type on hand.
- The agency shall also provide a listing of wireless devices to be acquired for the next fiscal year.
 - This submission shall also include a total expenditure by wireless device category for previous fiscal years and a budget for current and future fiscal years.
- Unless an agency obtains prior budgetary approval to acquire wireless devices and associated usage sensitive services, the agency will not receive any funding above the continuation level for related future year costs.

8. Internal Agency Policies

Each agency that has wireless and/or mobile devices and usage sensitive communications plans in operation or desires to acquire such, shall draft and maintain an internal policy that complies with the provisions of this policy memorandum. Such policy shall at a minimum:

- Specify criteria for determining whether an employee's communications needs dictate the use of a wireless or mobile device;
- Specify criteria for determining whether a wireless or mobile device shall be authorized for a specific employee or unit;
- Specify authorized uses and unauthorized uses of wireless or mobile devices;
- Establish procedures for approving the acquisition of wireless or mobile devices;
- Establish procedures for reviewing and approving continued use of wireless or mobile devices;
- Include notice to employees expressly stating there is no right to privacy for any use of state telecommunications equipment.
 - Example: Agency reserves the right to investigate, retrieve and read any communication or data composed, transmitted or received through voice services, online connections and/or stored on their respective servers and/or property. (See GTA Enterprise Security Policy 8.7.3).
- Establish documentation standards; and,
- Indicate any additional steps responsible agency staff will take to contain the costs of operating wireless or mobile devices.

In addition each agency shall maintain an inventory of all wireless and mobile devices that lists each individual device, the name of the service provider for such device and the individual (or in the case of shared wireless devices, the smallest identifiable organizational unit) to which the device is assigned. Such inventory must be kept current by the agency and made available for inspection by the Department of Audits, the Governor's Office of Planning and Budget and/or the Georgia Technology Authority upon request.

9. Use of Communications Equipment and Services

Each agency shall manage and monitor the use of communications equipment and services for the purpose of minimizing costs.

Agencies should consider the costs/benefits of assigning communications devices in lieu of paying salaries and overtime to employees who are frequently required to be on standby status.

Expenditures for wireless devices and service charges shall be reported separately from other expenditures for communications services on the Schedule of Telecommunications in the annual budget request submission to OPB.

10. Communications Acquisitions, Replacements, and Upgrades

Agencies shall consider the costs of acquiring, replacing, upgrading or moving communications systems and rearranging communications equipment within offices to determine the long-term fiscal impact of such decisions. Agencies must obtain approval from the Office of Planning and Budget before authorizing GTA to make changes in their communications system and units of the University System of Georgia must obtain permission from the University System CIO when:

- The total amount for equipment, one-time fees, supplies, installation or relocation costs exceed \$50,000, regardless of the proposed method of financing or the number of years over which payments are to be spread, including monthly operating costs;

OR

- When the total of ongoing connectivity charges, service fees and maintenance fees results in any increase that would require a budget request in the amended budget.

The agency requesting communications system changes is responsible for seeking a letter of approval from the Office of Planning and Budget. The request should include an explanation of the acquisition or system changes and the reason for them, location for the acquisition or system changes, the quoted charge from GTA, and the fund source (i.e. existing funds, bond issuance, lapse funds, etc.) The University System CIO should make available to OPB, upon request, a list of approved communications acquisitions, replacements, and upgrades with supporting documentation.

11. Security of Communications

Security of sensitive information is paramount. Sensitive communications are suggested to be conducted through wireless technologies configured to the highest security configuration possible. Agencies are responsible to determine the level of security required to meet their business objective and bear the risk associated with using settings other than the highest available. Agencies are strongly cautioned against using wireless communications to transmit or store sensitive information. Documented security awareness training should include

wireless device orientation and provide the user with the definitions of what constitutes sensitive information.

12. Prohibited Uses of Communications Technologies

Certain uses or attempted usage of state provided technology equipment and services are strictly prohibited. In addition to those restrictions agencies include in their agency policies, the following prohibitions shall apply to all state provided equipment and services:

- Conducting private or personal for-profit activities. This includes use for private purposes such as business transactions, private advertising of products or services, and any activity meant to foster personal gain;
- Conducting unauthorized not-for-profit business activities;
- Conducting any illegal activities as defined by federal, state, and local laws or regulations;
- Creating, accessing or transmitting sexually explicit, obscene, or pornographic material;
- Creating, accessing or transmitting material that could be considered discriminatory, offensive, threatening, harassing, or intimidating;
- Creating, accessing, or participation in online gambling;
- Infringement of any copyright, trademark, patent or other intellectual property rights;
- Performing any activity that could cause the loss, corruption of or prevention of rightful access to data or the degradation of system/network performance;
- Conducting any activity or solicitation for political or religious causes;
- Unauthorized distribution of state data and information;
- Attempts to subvert the security of any state or other network or network resources;
- Use of another employee's access for any reason unless explicitly authorized; Attempts to modify or remove computer equipment, software, or peripherals without proper authorization; and,
- Attempts to libel or otherwise defame any person.

Agencies may establish more stringent policies and procedures consistent with this Enterprise Policy and associated Standards. This policy incorporates by reference GTA Enterprise Information Security Policy Number 3.1.3 – Appropriate Use of Information Technology Resources issued by the Georgia Technology Authority. See www.gta.georgia.gov for Policy and Standards.

13. Agencies Right to Monitor Communications

Agencies shall expressly reserve the right to monitor and review all communications or other transmissions made to or from an agency provided device without further notice to employees to the maximum extent permissible by law. Agencies shall include similar notices in their agency specific policies.

14. Exemptions

If an agency has special or unusual circumstances that the agency believes warrant an exemption from any of these regulations, the agency should notify the Office of Planning and Budget of the circumstances in writing and request a specific written exemption. Requests for exemptions for units of the University System of Georgia will be sent to the University System CIO who will coordinate with the Office of Planning and Budget. The Office of Planning and Budget will furnish copies of approved exemptions to the State Chief Information Officer and to the State Auditor for their information when conducting financial and performance audits.

15. Effective Date

These policy provisions shall be effective as of August 1, 2004. Continued revisions and updates may be necessary from time to time for the effective administration of applicable State law as determined by the Office of Planning and Budget and the Georgia Technology Authority.

This policy was reviewed and revised by the Office of Planning and Budget and the Georgia Technology Authority December 2008. Minor wording changes only were made to ensure clarity.

Schools and Libraries Universal Service Description of Services Ordered and Certification Form 471

Estimated Average Burden Hours per Response: 4 hours

This form is designed to help schools and libraries to list the eligible services they have ordered and estimate the annual charges for them so that the Fund Administrator can set aside sufficient support to reimburse providers for services. Please read instructions before beginning this application. (You can also file online at www.usac.org/sl.) The instructions include information on the deadlines for filing this application.

Applicant's Form Identifier (Create an identifier for your own reference) DCSY15-WANIAPHCELL	Form 471 Application #: 865085 (To be assigned by administrator)
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Block 1: Billed Entity Address and Identifications

1 Name of Billed Entity
DUBLIN CITY SCHOOL DISTRICT

2 Funding Year 2012

3a Entity Number 127425

3b FCC Registration Number 0013613989

4a Street Address, P.O. Box, or Route Number
207 SHAMROCK DR

City DUBLIN State GA Zip Code 31021-3020

4b Telephone Number

4c Fax Number

5a Type of Application (check only one)

Individual School (individual public or non-public school)

School District (LEA; public or non-public [e.g. diocesan] local district representing multiple schools)

Library (including library system, library outlet/branch or library consortium as defined under LSTA)

Consortium (intermediate service agencies, states, state networks, special consortia of schools and/or libraries)

Statewide application for (enter 2-letter state code) representing (check all that apply)

All public schools/districts in the state

All non-public schools in the state

All libraries in the state

5b Recipient(s) of Services:

Private Public Charter

Tribal Head Start State Agency

Entity Number: 127425	Applicant's Form Identifier: DCSY15-WANIAPHCELL
Contact Person: Chad McDaniel	Contact Phone Number:

Block 1: Billed Entity Address and Identifications (continued)

6a Contact Person's Name
Chad McDaniel

If the Contact Person's Street Address is the same as Item 4 above, check here. If not, complete Item 6b.

6b Street Address, P.O. Box, or Route Number
NOTE: USAC will use this address to mail correspondence about this form.
207 Shamrock Dr

City Dublin State GA Zip Code 31021-3020

Check the box next to your preferred mode of contact and provide your contact information. One box MUST be checked and an entry provided.

6c Telephone Number

6d Fax Number

6e E-Mail Address
Re-enter E-mail Address

6f Holiday/vacation/summer contact information: please include name of alternate contact (if applicable) and alternate phone, fax or E-mail address

If a consultant is assisting you with your application process, please complete Item 6g below:

6g Consultant Name Corrina McLaughlin
 Name of Consultant's Employer Dynamic Strategies LLC
 Consultant's Street Address 224 Haggerty Circle

 City Wetumpka State AL Zip Code 36093
 Consultant's Telephone Number Ext.
 Consultant's Fax Number
 Consultant's E-mail Address
 Re-enter E-mail Address
 Consultant Registration Number 16043580

Entity Number: 127425	Applicant's Form Identifier: DCSY15-WANIAPHCELL
Contact Person: Chad McDaniel	Contact Phone Number:

Complete this information on EVERY Form 471 you file for the services requested on that form. Please complete all rows that apply to services for which you are requesting discounts.

Schools/school districts complete the left-hand column and libraries complete the right-hand column. Consortia complete all that apply.

Block 2: Impact of Services Ordered for Schools and Libraries from this Form 471

	Schools	Libraries
7a Number of students or patrons to be served	2522	0
b Telephone service: Number of classrooms or rooms with phone service	324	0
c Direct connections to the Internet: Number of drops	1	0
d Number of classrooms or rooms with Internet access	269	0
e Number of computers or other devices with Internet access	2956	0
f Number of dial-up Internet access and other connections of up to 200 kbps:	0	0
g High-speed Internet access services: Number of buildings served at the following speeds (please use advertised download speed coming into building, not actual speed in classroom or work area):	At or greater than 200 kbps and less than 1.5 mbps	0
	At or greater than 1.5 mbps and less than 3 mbps	0
	At or greater than 3 mbps and less than 10 mbps	0
	At or greater than 10 mbps and less than 25 mbps	0
	At or greater than 25 mbps and less than 50 mbps	9
	At or greater than 50 mbps and less than 100 mbps	0
Greater than 100 mbps	0	0

Block 3:
 8 [Reserved]

Entity Number: 127425	Applicant's Form Identifier: DCSY15-WANIAPHCELL
Contact Person: Chad McDaniel	Contact Phone Number:

Block 4: Discount Calculation Worksheet Worksheet - 1474840
Page 1 of 1

The Block 4 worksheet is used to calculate your discount for services. You will complete one or more worksheets depending on the type of application you are filing. If you file more than one worksheet, please number the completed worksheets to assure that they are all processed correctly. Please refer to the instructions for information specific to the Type of Application you indicated in Block 1, Item 5.

Check here if this worksheet contains all eligible entities in the school district or library system.

9a List entities and calculate discount(s): (For Administrator's Use)
 School District or Library System Name: School District or Library System Entity Number:

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Name of Eligible Entity	Entity Number AND NCES Code (for Schools) or FSCS Code (for Libraries)	Urban or Rural U or R	Total Number of Students	Number of Students Eligible for NSLP	Percent of Students Eligible for NSLP (Col. 5 / Col. 4)	Disc. from Disc. Matrix	New Construction	Admin Entity or NIF	Alt Disc Mech	Weighted Product for Calculating Shared Discount (Col. 4 x Col. 7)	Insert appropriate codes(s): P= pre-K, H = Head Start, A = Adult Education, J = Juvenile Justice, E = ESA, D = Dormitory	Entity Number of School District in which Library Outlet/Branch is Located	Discount of Member Entity	Shared Discount
ALL ENTITIES		SCHOOLS AND LIBRARIES								Schools with shared services	Schools	Library Outlet/Branch	Consortia	
SAXON HEIGHTS ELEM SCHOOL	33877 13 01870 00870	R	363	336	92.562%	90	N	N	N	32670				
DUBLIN CITY BOARD OF EDUCATION OFFICE	16032632 13 01870 00000	R	0	0	0.000%	90	N	Y	N	0				

HILLCREST ELEMENTARY SCHOOL	16065272 13 01870 00000	R	385	332	86.234%	90	N	N	N	34650			
DUBLIN HIGH SCHOOL	16037510 13 01870 00873	R	667	513	76.912%	90	N	N	N	60030			
DASHER ELEMENTARY SCHOOL	33884 13 01870 02217	R	544	480	88.235%	90	N	N	N	48960	P		
DUBLIN MIDDLE SCHOOL	234443 13 01870 00869	R	523	455	86.998%	90	N	N	N	47070			
CENTRAL OFFICE ANNEX	33882 13 01870 0000	R	0	0	0.000%	90	N	Y	N	0			
DUBLIN BUS SHOP	16066010 13 01870 00000	R	0	0	0.000%	90	N	Y	N	0			
MOORE STREET SCHOOL	16048595 13 01870 02805	R	40	40	100.000%	90	N	N	N	3600			

9b Shared Services

SCHOOL DISTRICTS: (Including groups of schools within school districts.) Calculate the totals of Columns 4 and 11. Divide the total of Column 11 by the total of Column 4. Enter the result in Column 15.	2522									226980			90%
LIBRARY SYSTEMS: Calculate the total of Column 7. Divide this total by the number of outlets/branches. Enter the result in Column 15.													
CONSORTIA: Calculate the total of Column 14. Divide this total by the number of member entities. Enter the result in Column 15.													

Entity Number: 127425	Applicant's Form Identifier: DCSY15-WANIAPHCELL
Contact Person: Chad McDaniel	Contact Phone Number:

Block 5: Discount Funding Request(s) Block 5, page 1 of 6

Instructions: Use one Block 5 page for EACH service (Funding Request Number) for which you are requesting discounts. Make as many copies of this page as needed, and number the completed pages to assure that they are all processed correctly. FRN 2356346
(to be assigned by administrator)

10 If this is a duplicate Funding Request (e.g., of an FRN that is not yet approved, under appeal, etc.), check this box and enter the original FRN in the space provided:

<p>11 Category of Service (only ONE category should be checked)</p> <table border="1"> <tr> <td style="width: 50%;"> PRIORITY 1 <input checked="" type="checkbox"/> Telecommunications Service <input type="checkbox"/> Internet Access </td> <td style="width: 50%;"> PRIORITY 2 <input type="checkbox"/> Internal Connections Other than Basic Maintenance <input type="checkbox"/> Basic Maintenance of Internal Connections </td> </tr> </table> <p>12 Form 470 Application Number 385980000989925</p> <p>13 SPIN - Service Provider Identification Number 143000677</p> <p>14 Service Provider Name Verizon Wireless</p> <p>15a <input type="checkbox"/> Check this box if this Funding Request is for non-contracted tariffed or month-to-month services.</p> <p>15b Contract Number GTA000187-010</p> <p>15c <input checked="" type="checkbox"/> Check this box if this Funding Request is covered under a master contract (a contract negotiated by a third party, the terms and conditions of which are then made available to an eligible entity that purchases directly from the service provider).</p> <p>15d <input type="checkbox"/> Check this box if this Funding Request is a continuation of an FRN from a previous funding year based on a multi-year contract. If so, provide that FRN here:</p> <p>16a Billing Account Number (e.g., billed telephone number) 621761289-00001</p> <p>16b <input type="checkbox"/> Check this box if there are multiple Billing Account Numbers and attach a complete list of those numbers to this page.</p> <p>17 Allowable Vendor Selection/Contract Date (mm/dd/yyyy) (based on Form 470 filing) 02/27/2012</p>	PRIORITY 1 <input checked="" type="checkbox"/> Telecommunications Service <input type="checkbox"/> Internet Access	PRIORITY 2 <input type="checkbox"/> Internal Connections Other than Basic Maintenance <input type="checkbox"/> Basic Maintenance of Internal Connections	<p>23 Calculations</p> <table border="1"> <tr> <td rowspan="5" style="writing-mode: vertical-rl; transform: rotate(180deg);">Recurring Charges</td> <td>A. Monthly charges (total amount per month for service) \$5,400.80</td> </tr> <tr> <td>B. How much of the amount in A is ineligible? \$365.63</td> </tr> <tr> <td>C. Eligible monthly pre-discount amount (A minus B) \$5,035.17</td> </tr> <tr> <td>D. Number of months service provided in funding year 6</td> </tr> <tr> <td>E. Annual pre-discount amount for eligible recurring charges (C x D) \$30,211.02</td> </tr> <tr> <td rowspan="3" style="writing-mode: vertical-rl; transform: rotate(180deg);">Non-Recurring Charges</td> <td>F. Annual non-recurring charges \$0.00</td> </tr> <tr> <td>G. How much of the amount in F is ineligible? \$0.00</td> </tr> <tr> <td>H. Annual eligible pre-discount amount for non-recurring charges (F minus G) \$0.00</td> </tr> </table>	Recurring Charges	A. Monthly charges (total amount per month for service) \$5,400.80	B. How much of the amount in A is ineligible? \$365.63	C. Eligible monthly pre-discount amount (A minus B) \$5,035.17	D. Number of months service provided in funding year 6	E. Annual pre-discount amount for eligible recurring charges (C x D) \$30,211.02	Non-Recurring Charges	F. Annual non-recurring charges \$0.00	G. How much of the amount in F is ineligible? \$0.00	H. Annual eligible pre-discount amount for non-recurring charges (F minus G) \$0.00
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<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">18 Contract Award Date (mm/dd/yyyy) 03/16/2012</td> <td style="width:50%;"></td> </tr> <tr> <td>19 Service Start Date (mm/dd/yyyy) 07/01/2012</td> <td></td> </tr> <tr> <td>20a Service End Date (mm/dd/yyyy)</td> <td></td> </tr> <tr> <td>Contract Expiration Date 20b (mm/dd/yyyy) 12/31/2012</td> <td></td> </tr> </table>	18 Contract Award Date (mm/dd/yyyy) 03/16/2012		19 Service Start Date (mm/dd/yyyy) 07/01/2012		20a Service End Date (mm/dd/yyyy)		Contract Expiration Date 20b (mm/dd/yyyy) 12/31/2012		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td rowspan="3" style="width:10%; text-align: center; vertical-align: middle;">Total Charges</td> <td style="width:5%;">I. Total funding year pre-discount amount (E + H)</td> <td style="width:85%; text-align: right;">\$30,211.02</td> </tr> <tr> <td>J. Discount from Block 4 Worksheet</td> <td style="text-align: right;">90.00</td> </tr> <tr> <td>K. Funding Commitment Request (I x J)</td> <td style="text-align: right;">\$27,189.92</td> </tr> </table>	Total Charges	I. Total funding year pre-discount amount (E + H)	\$30,211.02	J. Discount from Block 4 Worksheet	90.00	K. Funding Commitment Request (I x J)	\$27,189.92
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	K. Funding Commitment Request (I x J)	\$27,189.92														
21 Description of This Service: NOTE: All Item 21 Attachments must be filed before the close of the filing window. You MUST attach a description of the service, including a breakdown of components, costs, manufacturer name, make and model number. You must include any additional account or telephone numbers if the billed account has multiple numbers. Label the description with an Attachment Number, and note number in space provided.		Attachment Y15-CELLS														
22 Entity/Entities Receiving This Service:		a. If the service is site-specific (provided to one site and not shared by others), list the Entity Number of the entity from Block 4 receiving this service: b. If the service is shared by all entities on a Block 4 worksheet, list the worksheet number (e.g., 1): 1474840														
Entity Number: 127425		Applicant's Form Identifier: DCSY15-WANIAPHCELL														
Contact Person: Chad McDaniel		Contact Phone Number:														
Block 5: Discount Funding Request(s) Instructions: Use one Block 5 page for EACH service (Funding Request Number) for which you are requesting discounts. Make as many copies of this page as needed, and number the completed pages to assure that they are all processed correctly.		Block 5, page 2 of 6 FRN 2356358 (to be assigned by administrator)														
10 <input type="checkbox"/> If this is a duplicate Funding Request (e.g., of an FRN that is not yet approved, under appeal, etc.), check this box and enter the original FRN in the space provided:																
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13 SPIN – Service Provider Identification Number 143999999	Non-Recurring Charges	F. Annual non-recurring charges \$0.00 G. How much of the amount in F is ineligible? \$0.00 H. Annual eligible pre-discount amount for non-recurring charges (F minus G) \$0.00														
14 Service Provider Name State Replacement Contract	Total Charges	I. Total funding year pre-discount amount (E + H) \$30,211.02 J. Discount from Block 4 Worksheet 90.00 K. Funding Commitment Request (I x J) \$27,189.92														
15a <input type="checkbox"/> Check this box if this Funding Request is for non-contracted tariffed or month-to-month services.																
15b Contract Number SRCGTA000187-010																
15c <input checked="" type="checkbox"/> Check this box if this Funding Request is covered under a master contract (a contract negotiated by a third party, the terms and conditions of which are then made available to an eligible entity that purchases directly from the service provider). 15d <input type="checkbox"/> Check this box if this Funding Request is a continuation of an FRN from a previous funding year based on a multi-year contract. If so, provide that FRN here:																
16a Billing Account Number (e.g., billed telephone number) N/A																
16b <input type="checkbox"/> Check this box if there are multiple Billing Account Numbers and attach a complete list of those numbers to this page.																
17 Allowable Vendor Selection/Contract Date (mm/dd/yyyy) (based on Form 470 filing) 02/27/2012																
18 Contract Award Date (mm/dd/yyyy) 01/01/2013																
19 Service Start Date (mm/dd/yyyy) 01/01/2013																
20a Service End Date (mm/dd/yyyy)																
Contract Expiration Date 20b (mm/dd/yyyy) 06/30/2013																

21 Description of This Service: NOTE: All Item 21 Attachments must be filed before the close of the filing window. Attachment
 You MUST attach a description of the service, including a breakdown of components, costs, manufacturer name, make and model number. You Y15-CELLSSRC
 must include any additional account or telephone numbers if the billed account has multiple numbers. Label the description with an Attachment
 Number, and note number in space provided.

22 Entity/Entities Receiving This Service:	a. If the service is site-specific (provided to one site and not shared by others), list the Entity Number of the entity from Block 4 receiving this service:
	b. If the service is shared by all entities on a Block 4 worksheet, list the worksheet number (e.g., 1): 1474840

Entity Number: 127425	Applicant's Form Identifier: DCSY15-WANIAPHCELL
Contact Person: Chad McDaniel	Contact Phone Number:

Block 5: Discount Funding Request(s) Block 5, page 3 of 6
 Instructions: Use one Block 5 page for EACH service (Funding Request Number) for which you are requesting discounts. Make as many copies of this page as needed, and number the completed pages to assure that they are all processed correctly. FRN 2356367 (to be assigned by administrator)

10 If this is a duplicate Funding Request (e.g., of an FRN that is not yet approved, under appeal, etc.), check this box and enter the original FRN in the space provided:

11 Category of Service (only ONE category should be checked)

<input checked="" type="checkbox"/> PRIORITY 1 Telecommunications Service	<input type="checkbox"/> PRIORITY 2 Internal Connections Other than Basic Maintenance
<input type="checkbox"/> Internet Access	<input type="checkbox"/> Basic Maintenance of Internal Connections

12 Form 470 Application Number
266680000796588

13 SPIN - Service Provider Identification Number
143023057

14 Service Provider Name
The City of Dublin

15a Check this box if this Funding Request is for non-contracted tariffed or month-to-month services.

15b Contract Number
N/A

15c Check this box if this Funding Request is covered under a master contract (a contract negotiated by a third party, the terms and conditions of which are then made available to an eligible entity that purchases directly from the service provider).

15d Check this box if this Funding Request is a continuation of an FRN from a previous funding year based on a multi-year contract. If so, provide that FRN here: 2189597

16a Billing Account Number (e.g., billed telephone number)
N/A

16b Check this box if there are multiple Billing Account Numbers and attach a complete list of those numbers to this page.

17 Allowable Vendor Selection/Contract Date (mm/dd/yyyy) (based on Form 470 filing)
01/12/2010

18 Contract Award Date (mm/dd/yyyy)
02/05/2010

19 Service Start Date (mm/dd/yyyy)
07/01/2012

20a Service End Date (mm/dd/yyyy)

20b Contract Expiration Date (mm/dd/yyyy)
06/30/2013

23 Calculations

Recurring Charges	A. Monthly charges (total amount per month for service) \$15,300.00
	B. How much of the amount in A is ineligible? \$425.00
	C. Eligible monthly pre-discount amount (A minus B) \$14,875.00
	D. Number of months service provided in funding year 12
	E. Annual pre-discount amount for eligible recurring charges (C x D) \$178,500.00
Non-Recurring Charges	F. Annual non-recurring charges \$0.00
	G. How much of the amount in F is ineligible? \$0.00
	H. Annual eligible pre-discount amount for non-recurring charges (F minus G) \$0.00
Total Charges	I. Total funding year pre-discount amount (E + H) \$178,500.00
	J. Discount from Block 4 Worksheet 90.00
	K. Funding Commitment Request (I x J) \$160,650.00

21 Description of This Service: NOTE: All Item 21 Attachments must be filed before the close of the filing window. Attachment
 You MUST attach a description of the service, including a breakdown of components, costs, manufacturer name, make and model number. You Y15-WAN
 must include any additional account or telephone numbers if the billed account has multiple numbers. Label the description with an Attachment
 Number, and note number in space provided.

22 Entity/Entities Receiving This Service:	a. If the service is site-specific (provided to one site and not shared by others), list the Entity Number of the entity from Block 4 receiving this service:
	b. If the service is shared by all entities on a Block 4



GO

SCHOOLS AND LIBRARIES (E-RATE)

APPLY ONLINE | MAKING PAYMENTS | FORMS | TOOLS

USAC Home | Schools and Libraries Program | Applicants | Step 3: Selecting Service Providers | State Replacement Contracts

ABOUT THE PROGRAM

Getting Started
Acronyms & Terms (PDF)
Reference Area
Program Integrity
Eligible Services List
Document Retention
Trainings & Outreach

RESOURCES & TOOLS

Apply Online
Forms
Deadlines
Latest News
Samples & Examples
Funding Commitment Tool
Search Tools
Submit a Question

APPLICANTS

SERVICE PROVIDERS

STEP 3 SELECTING SERVICE PROVIDERS

◀ STEP 2 | STEP ▶

Construct an Evaluation
Contracts

State Master Contracts

State Replacement Contracts

State Replacement Contracts

State procurement schedules sometimes do not dovetail with the timeline for the E-Rate application process. If both states and applicants follow the guidance for the appropriate scenario below, applicants may request discounts under a state master contract that was competitively bid and put in place by a state government entity for use by others to replace an expiring state master contract. We refer to a state master contract that replaces another state master contract as a state replacement contract.

The Two Scenarios

There are two scenarios in which one state master contract can replace another:

- **Scenario A:** The original state master contract expires after the application filing window closes but before the start of the funding year. Applicants intend to receive services during the funding year under a new state master contract - the state replacement contract.
- **Scenario B:** The original state master contract expires during the funding year. Applicants intend to receive services under the original state master contract for a portion of the funding year and under a new state master contract - the state replacement contract - for the remainder of the funding year.

Conditions That Apply to Both Scenarios

- The state entity must have posted an FCC Form 470 to open the competitive bidding process that resulted in the original state master contract.
- The state entity must post an FCC Form 470 to open the competitive bidding process that results in the state replacement contract. All E-rate program rules - the 28-day waiting period, the open and fair competitive bidding process, the bid evaluation process with the cost of the E-Rate eligible products and services as the factor weighted most heavily in the evaluation - continue to apply, in addition to any state procurement rules and regulations. However, the FCC Form 470 will be posted outside of the usual timeframe during which these forms are posted.
- The Billed Entity must file a funding request (identified by a Funding Request Number or FRN) for the state replacement contract on an FCC Form 471 before the close of the application filing window. (In the first scenario, the Billed Entity will file one FRN for the state replacement contract in order to cover service for the entire funding year. In the second scenario, the Billed Entity will file two FRNs - one for the original state master contract and one for the state replacement contract - in order to cover service for the entire funding year.)
- For both recurring charges and non-recurring charges (one-time charges such as installation), the amount of the funding request cannot be greater than the charges contained in the expiring state master contract. If the state replacement contract charges are different, they can be reflected in FCC Forms 471 filed in subsequent years.
- If no provision was made in the original state master contract for non-recurring charges, you cannot request discounts on non-recurring charges under the state replacement contract for the funding year. (You may request discounts on non-recurring charges for subsequent program years in subsequent FCC Forms 471 if the state replacement contract includes non-recurring charges.)
- The state and the billed entity must follow the step-by-step guidance outlined in either [Scenario A](#)  or [Scenario B](#)  as appropriate for the applicants to receive discounts under the state replacement contract for the funding year.

Scenario B

State master contract that expires during the funding year.

In Scenario B, the current service provider will provide services during part of the funding year under a state master contract that expires during the funding year, but your state intends to select a service provider as part of a competitive bidding process to provide services under a new state master contract during the remainder of the funding year. Again, that process has not been completed and you are not yet sure who the new service provider will be.

Process for Scenario B

The Billed Entity must fill out two FCC Form 471 Block 5 Funding Requests. You must put your funding request(s) for the expiring master contract and the replacement master contract on the same FCC Form 471.

Step 1: Billed Entity Files FCC Form 471 Block 5 Funding Requests for Existing State Master Contract

For each funding request that you have under an expiring state master contract, complete one Block 5 covering the expiring state master contract.

Step 2: Billed Entity Files FCC Form 471 Block 5 Funding Requests for State Replacement Contract

For each funding request that you have under an expiring state master contract, complete an additional Block 5 covering the state replacement contract using the following guidelines:

- Item 12: use the establishing Form FCC 470 application number for the expiring state master contract
- Item 13: use Service Provider Identification Number (SPIN) 143999999
- Item 14: use State Replacement Contract as the service provider name (although a commitment of funds can be made towards the state replacement contract, no funds will be authorized for disbursement until there has been a SPIN change)
- Item 15: use "SRC" as the prefix in front of the expiring state master contract number (Example: if the expiring state master contract number is WNT-98-005, use the number SRCWNT-98-005 as the contract number)
- Item 16: use the same Billing Account number (if applicable) as used for the expiring state master contract
- Item 17: the Allowable Vendor Selection/Contract Date will be pre-populated by the system (it will be related to the FCC Form 470 application number that was used in Item 12) – paper filers may leave this Item blank
- Item 18: the Contract Award Date should be the day after the expiration of the expiring state master contract
- Item 19: the Service Start Date should be the day after the expiration of the expiring state master contract
- Item 20a: the Contract Expiration Date will be the end of the Funding Year (you can reflect the true expiration date of the replacement contract on your subsequent year FCC Form 471)
- Item 21: submit the Description of Service used for the expiring state master contract as the attachment for Description of Service
- Item 22: indicate the entities that will receive this service under the state replacement contract

- Item 23: For both recurring charges and one-time charges, the funding commitment will be limited to charges contained in the expiring state master contract, which means monthly charges must be no greater than what is contained in the expiring state master contract (if the state replacement contract charges are different, they can be reflected in FCC Forms 471 filed in subsequent years)

If there was no provision for one-time charges under the expiring state master contract, but there is a provision for one-time charges under the state replacement contract, there can be no claim for one-time charges under the state replacement contract for this filing year. (You may claim one-time charges incurred in subsequent program years in FCC Forms 471 filed in those subsequent years.)

Step 3: State Posts FCC Form 470 for the State Replacement Contract

When the state is ready to begin the competitive procurement process for the state replacement contract, the state entity negotiating the state replacement contract will be required to file an FCC Form 470 (and have it posted for a minimum of 28 days prior to signing the state replacement contract). If the state does not file the FCC Form 470, you will not be eligible for discounts for the replacement master contract for the remaining portion of the Funding Year.

Step 4: Billed Entity Requests SPIN Change

After the state replacement contract has been signed and dated by the state, you must request a SPIN change (replacing the service provider designation "State Replacement Contract" with the name of the actual vendor who has been awarded the replacement master contract) by marking up the relevant pages from your Funding Commitment Decision Letter (FCDL). On your FCDL you must indicate:

- Appropriate Funding Request Number (FRN)
- Actual service provider name (attach the appropriate page of the contract)
- Actual service provider's SPIN
- State entity's FCC Form 470 application number which was filed for the state replacement contract
- Contract award date (attach the appropriate page of the contract)
- Service start date
- Service end date
- State replacement contract number
- Actual expiration date of the state replacement contract (attach the appropriate page of the contract)
- Effective date of the state replacement contract

You must SIGN and date the marked up page(s) of the FCDL. Return it by mail or express delivery to:

State Replacement Contracts
Schools and Libraries Division - Correspondence Unit
30 Lanidex Plaza West
PO Box 685
Parsippany, NJ 07054-0685

You will receive notice when the SPIN change has been made.

Step 5: Billed Entity Submits FCC Form 486

Once you receive notification that the SPIN change has been made, you may submit an FCC Form 486 for this FRN(s) using the state replacement contract information. In subsequent program years when you file a FCC Form 471, you will reference the state entity's FCC Form 470 application number as the establishing FCC Form 470 for this state replacement contract.



August 3, 2012

Kristen Gerhart
Program Integrity Assurance
Universal Service Administration Company
Schools & Libraries Division

Dear Ms. Gerhart;

The following information is provided in response to your letter dated July 27th, 2012 requesting Dublin City Schools provide additional information in reference to the **Applications 865267 and 865085 (2012)**.

Question/Inquiry #1:

*Based upon review of Block 4 of your Funding Year 2012 FCC Form 471 application and/or the documentation you provided, we were not able to determine the eligibility of **DUBLIN BUS SHOP**. In order to be eligible to receive discounted services, under the program rules, the entity providing classroom instruction must be considered part of an elementary or a secondary school as defined in the No Child Left Behind Act of 2001 (20 U.S.C. Section 7801 (18) and (38)) which is not operating as a for-profit business, and does not have an endowment exceeding \$50 million. Please provide documentation that will verify that the entity meets all of the statutory definitions described above.*

If this entity is a non-instructional facility (NIF), it can be eligible for services under certain circumstances. To help us determine if this entity is a NIF, please provide a written Yes or No response indicating whether either of the two questions below in Items 1 and 2 accurately and completely describes your school, school district or library's situation. Please also answer the questions in Items 3, 4, and 5.

1. Is the non-instructional facility used solely for school, school district or library business? Yes
 No
2. Do only school, school district or library employees use the non-instructional facility? Yes No
3. If you responded No to either question 1 or 2 above, is a portion of the facility used for school, school district or library business? Yes No – **Not Applicable**
4. If yes, please provide a cost allocation for the portion of the facility used for school, school district or library business. – **Not Applicable**
5. Are there any classrooms in the non-instructional facility? Yes No

Answer/Response #1:

The Dublin Bus Shop is a non-instructional facility that is used solely for school district business, used only by school district employees, and does not contain classrooms.

Question/Inquiry #2:

Based on the review of your Funding Year 2012 FCC Form 471 application 865267, for FRN(s) 2356895, the documentation you provided in your Item 21 Attachments is not sufficient to determine the eligibility of your request.

The documentation does not clearly identify the products or services being requested in this FRN. Please provide more detailed documentation that identifies the actual products and services being requested (i.e. a quote, invoice, complete copy of the original contract, etc.). Your documentation should identify the specific products and services such as make, model, and description of the product or service being delivered. If you do not have this information, you will need to contact your vendor and request such documentation. The vendor should be able to provide you with detailed documentation regarding the products or services you are requesting.

Any documentation provided must be dated on or before the Funding Year 2012 FCC Form 471 application filing window deadline and should clearly identify all of the ineligible charges that were cost allocated out of your request. If you are unable to justify the eligibility of charges requested on your FCC Form 471, the funding request may be reduced or denied.

Answer/Response #2:

As requested, please find attached (Attachment 1), a copy of the contract for the web hosting services requested in FRN 2356895. This documentation provides a description of the actual requested (web hosting services) and identifies the eligible and ineligible service charges in our request. The ineligible Pre-K cost allocation portion of the ineligible charges is detailed in the Item 21 submitted with our application.

Question/Inquiry #3:

On your original FCC Form 471 you indicated that FCC Form 470 # 385980000989925 is the establishing FCC Form 470 for the service(s) requested in FRN 2356358.

Is this FCC Form 470 the FCC Form 470 that established the 28-day competitive bidding process for the service(s) requested in the above-referenced FRN?

_____ No. If No, please provide the 15-digit FCC Form 470 Number that established the competitive bidding process for this service. The establishing FCC Form 470 is the specific FCC Form 470, which was posted for that particular service to the USAC website for at least 28 days, and pursuant to which a contract was signed or an agreement was entered into with a service provider for that service. For a request in the Basic Maintenance of Internal Connections (BMIC) service category that was filed prior to May 1, 2005, it is possible that the establishing FCC Form 470 was filed under the Internal Connections service category (prior to May 1, 2005 the BMIC service category did not exist on the FCC Form 470). Please note that the establishing FCC Form 470 could have been posted by your State, if the requested services are being purchased off of a State Master Contract. Please indicate if this is the case.

X Yes. FCC Form 470 # 385980000989925 is the FCC Form 470 that establish the competitive bidding process for the service(s) requested in FRN 2356358.

Answer/Response #3:

The district posted Form 470# 385980000989925 to establish the competitive bidding process for their cellular phone services and selected the state master contract to provide these services. The district cited its own Form 470 per USAC's guidance, "If the applicant files an FCC Form 470 and considers a state master contract as one of the bids the applicant cites its own FCC Form 470 on its FCC Form 471." Additionally, as the state master contract is scheduled to expire during the funding year, the district filled an application for services from the state replacement contract citing the same Form 470 as the original state master contract per USAC's guidance for a "state master contract that expires during the funding year." (Scenario B), "Item 12: use the establishing Form FCC 470 application number for the expiring state master contract."

Thank you for the opportunity to provide additional information. Please let me know if you require anything further to assist you in completing your review.

Sincerely,

Chad McDaniel
Director of Technology
Voice: (478) 277-4300
Fax: (478) 272-1249

Attachments:

1. Web Hosting Services Contract (Extract), signed 3/16/2012, between Dublin City Schools and MyTeam1 LLC (One Call Now)

thanks,

Chad McDaniel

Director of Transportation & Technology

Dublin City Schools

Office: 478.277.4300

Mobile: 478.278.3710

ATTACHMENT 12

(2 pages)

"Common sense is as rare as genius." **Ralph Waldo Emerson**

*****PRIVATE AND CONFIDENTIAL*****

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----- Forwarded message -----

From: **Gerhart, Kristen** <Kristen.GERHART@sl.universalservice.org>

Date: Mon, Aug 6, 2012 at 12:27 PM

Subject: Regarding FCC Form 471 865085 - DUBLIN CITY SCHOOL DISTRICT

To: chad@dublincityschools.us

Hello.

We have completed the review of your Funding Year 2012 FCC Form 471 **865085**, FRN **2356358** and have determined that the FCC Form 470 385980000989925 that established the 28-day competitive bidding process for this FRN was not filed by the state agency or its authorized agent.

When requesting products or services on the FCC Form 471 using a State Replacement Contract the establishing FCC Form 470 must be filed by the state agency that entered into the original State Master Contract. Since this Program requirement was not met, this FRN must be denied.

If you disagree with our determination, you may provide additional third-party documentation to support your request. Please note that your supporting documentation must be dated on or before the window close date of the related fund year in order for USAC to consider it.

Thanks,

Kristen Gerhart

Associate Manager, Program Integrity Assurance Reviewer

30 Lanidex Plaza West | Parsippany, NJ 07054

T: [973-581-5097](tel:973-581-5097) | F: [973.599.6579](tel:973.599.6579)

kgerhar@sl.universalservice.org

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August 15, 2012

Kristen Gerhart
Program Integrity Assurance
Universal Service Administration Company
Schools & Libraries Division

Dear Ms. Gerhart;

The following information is provided in response to your email dated August 6th, 2012 advising Dublin City Schools of a proposed denial of FRN2356358 and requesting additional information in reference to this **Application (# 865085 (FY2012))**.

Question/Inquiry #1:

We have completed the review of your Funding Year 2012 FCC Form 471865085, FRN 2356358 and have determined that the FCC Form 470 38598000989925 that established the 28-day competitive bidding process for this FRN was not filed by the state agency or its authorized agent.

When requesting products or services on the FCC Form 471 using a State Replacement Contract the establishing FCC Form 470 must be filed by the state agency that entered into the original State Master Contract. Since this Program requirement was not met, this FRN must be denied.

If you disagree with our determination, you may provide additional third-party documentation to support your request. Please note that your supporting documentation must be dated on or before the window close date of the related fund year in order for USAC to consider it.

Answer/Response #1:

We disagree with PIA's determination to deny our State Replacement Contract FRN application for cellular services (FRN 2356358). We believe our application complied with the FCC's requirements and intent for obtaining services from a state master contract when citing the applicant's FCC Form 470 because the state master contract and the State Replacement Contract (SRC) were selected after we followed a compliant competitive bidding process pursuant to the FCC's requirements and state and local procurement law, with price as the primary consideration. We agree the establishing FCC Form 470 cited in our FCC Form 471 was not filed by the state agency that entered into the original State Master Contract. However, we believe based on our research that the State Replacement Contract guidance inappropriately disallows applicants from using the State Replacement Contract process when citing their own FCC Form 470 for a selected state master contract that expires during the funding year.

As per the FCC's Fourth Order on Reconsideration, FCC 97-420, "If a third party has negotiated a master contract without complying with the competitive bid requirement, then an eligible entity [Dublin City School District] must comply with the competitive bid requirement before it may receive discounts or reduced rates for services purchased from that master contract.", which

Dublin City Schools did. SLD's guidance for State Master Contracts echoes this and indicates applicants are permitted to select a state master contract and file for services from the state master contract citing the applicant's posted FCC Form 470 as long as the applicant posted its own 470, considered the state master contract as one of the bids, and followed a competitive bidding process pursuant to FCC requirements and state and local procurement law, with price as the primary factor. The "State Master Contracts" guidance also states that the applicants can select "a new or a pre-existing state master contract as the most cost effective bid." In this case, Dublin City School District posted its own FCC Form 470, conducted a compliant competitive bidding process, and selected the "pre-existing" contract for the remaining contract period for FY2012 through 12/31/12 and the "new" State Replacement Contract for the remaining period of the funding year because the state indicated their intent to rebid the state contract. Since SLD's State Replacement Contract (SRC) guidance permits applicants to cite the pre-existing or expired contract to file an SRC funding request while waiting for the state to award a new contract to replace the expiring contract, the State Master Contracts guidance sets the applicant up with the expectation that award to a State Replacement Contract, citing the applicant's FCC Form 470, would be appropriate. Therefore, in respect to the FCC's policy and the State Master Contracts guidance, we found the State Replacement Contract guidance to be confusing and contradictory. The distinction was not apparent when we filed our State Replacement Contract funding request citing Dublin City School's posted FCC Form 470 used to select the state contract and upon further review appears to be inconsistent.

After receiving this PIA request and researching this issue further we find that whereas the FCC recognizes the applicant's competitive bidding process as sufficient to award a state master contract and SLD's State Master Contracts guidance echoes this, the State Replacement Contract guidance limits the SRC procedures to only situations where the state posted the originating 470 that established the expiring/expired contract and where the state posts the 470 for the new State Replacement Contract. The SRC guidance seems to conflict with the FCC's policy for recognizing the applicant's competitive bidding process when selecting a state contract and is inconsistent with SLD's State Master Contract guidance as well. According to the FCC, the state's competitive bidding process and the applicant's competitive bidding process, when compliant with the FCC's requirements, are equally acceptable for selecting a state contract. Therefore, preventing applicants who select a state contract and cite their own FCC Form 470 from utilizing the State Replacement Contract process for state contracts they've selected that expire during the funding year seems inappropriate and a potential gap in the published guidance.

This conclusion is further supported by the fact that the applicant who filed a State Replacement Contract funding requesting and cited the "states" posted FCC Form 470 for the expiring contract, as per the current guidance, is permitted to continue services with the existing service provider from the expired contract if, after the 471 window closes, the state decides not to award a State Replacement Contract. This guidance was briefed at one or more of SLD's Applicant Training sessions and appears in the Program Integrity Assurance's (PIA) requests for SRC award status where the funding request cited the SRC SPIN. According to PIA's request:

"If the State has decided not to pursue a State Replacement Contract, you may continue with the existing service provider using the former SPIN. You should reference the original state FCC Form 470 that established the services for the expiring State Master Contract. Please provide third party documentation indicating that the State is not pursuing the State Replacement Contract during this funding year, the former SPIN and the original state FCC Form 470."

Why in the case of where the state posted the FCC Form 470, is the applicant permitted to continue services on an expired state contract but the applicant, who posted their own FCC Form 470 and conducted their own competitive bidding process, is not permitted to utilize the State Replacement Contract process or be permitted to continue services after the state contract expires if not rebid by the state, as offered to applicant's citing the state posted FCC Form 470. We recognize these procedures were developed to assist applicants in an unpredictable situation and to avoid leaving applicants in a situation they have no ability to rectify during the execution of the funding year. We appreciate these efforts. However, the distinction between the state posted FCC Form 470 and the applicant posted FCC Form 470 in the SRC procedures seems inconsistent with the FCC's guidance on State Master Contracts. Therefore, we contend Dublin City School District's FCC Form 470 cited in our State Replacement Contract application , FRN 2356358, and supported by our competitive bidding process, applies to the selection of both the state master contract and the State Replacement Contract and should not be denied.

Thank you for the opportunity to provide additional information. Please let me know if you require anything further to assist you in completing your review.

Sincerely,

Chad McDaniel
Director of Technology
Voice: (478) 277-4300
Fax: (478) 272-1249

Attachments:

1. Schools and Libraries State Master Contract Guidance (www.usac.org/sl/applicants/setp03/state-master-contracts.asp) (See FCC Appeal Attachment 6)
2. Federal Communications Commission, Fourth Order on Reconsideration (FCC 97-420) (Extract), Dated 12/30/97 (See FCC Appeal Attachment 14)
3. Federal Communications Commission, Appeal Decision Order (DA 11-723) (Extract) (reaffirms currency of 4th Order State Master Contract Policy), Dated 4/21/11
4. SLD Program Integrity Assurance Request Sample, Re: A State Replacement Contract Funding Request, Dated 7/13/12 (See FCC Appeal Attachment 15)

CORRECTED VERSION

Before the
Federal Communications Commission
Washington, D.C. 20554

In the Matter of)	
)	
Federal-State Joint Board on)	CC Docket No. 96-45
Universal Service)	
)	
Access Charge Reform,)	
Price Cap Performance Review)	
for Local Exchange Carriers,)	CC Docket Nos. 96-262, 94-1,
Transport Rate Structure)	91-213, 95-72
and Pricing, End User Common)	
Line Charge)	

**FOURTH ORDER ON RECONSIDERATION IN CC DOCKET NO. 96-45,
REPORT AND ORDER IN CC DOCKET NOS. 96-45, 96-262, 94-1, 91-213, 95-72**

Adopted: December 30, 1997

Released: December 30, 1997

By the Commission: Commissioners Ness and Powell issuing separate statements;
Commissioner Furchtgott-Roth dissenting and issuing a statement.

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I. INTRODUCTION

1. In the Telecommunications Act of 1996,¹ Congress amended the Communications Act of 1934² by, among other things, adding a new section 254 to the Act. In section 254, Congress directed the Commission and states to take the steps necessary to establish support mechanisms to ensure the delivery of affordable telecommunications service to all Americans, including low-income consumers, eligible schools and libraries, and rural health care providers. Specifically, Congress directed the Commission and the states to devise methods to ensure that "[c]onsumers in all regions of the Nation, including low-income consumers and those in rural, insular, and high cost areas . . . have access to telecommunications and information services . . . at rates that are reasonably comparable to rates charged for similar services in urban areas"³ and to "establish competitively neutral rules . . . to enhance, to the extent technically feasible and economically reasonable, access to advanced telecommunications and information services for all public and non-profit elementary and secondary school classrooms, health care providers, and libraries."⁴ On May 8, 1997, the Commission released the *Universal Service Report and Order*,⁵ implementing section 254 of the Act and establishing a universal service support system that becomes effective on January 1, 1998 and that will be sustainable in an increasingly competitive marketplace.

2. In the *Order*, the Commission adopted rules that reflect virtually all of the recommendations of the Federal-State Joint Board on Universal Service⁶ and meet the four critical goals set forth for the new universal service program: (1) that all of the universal service

¹ Pub. L. No. 104-104, 110 Stat. 56 (the 1996 Act).

² 47 U.S.C. §§ 151, *et seq.* (the Act). Hereinafter, all citations to the Act and to the 1996 Act will be to the relevant section of the United States Code unless otherwise noted.

³ 47 U.S.C. § 254(b)(3).

⁴ 47 U.S.C. § 254(h)(2)(A).

⁵ Federal-State Joint Board on Universal Service, *Report and Order*, CC Docket No. 96-45, FCC 97-157, 12 FCC Rcd 8776 (rel. May 8, 1997) (*Order*). The Commission released an erratum correcting the *Order* on June 4, 1997.

⁶ See Federal-State Joint Board on Universal Service, CC Docket No. 96-45, *Recommended Decision*, 12 FCC Rcd 87 (1996). Pursuant to section 254(a) of the Act, the Commission established a Federal-State Joint Board to make recommendations to the Commission regarding universal service. The Federal-State Joint Board is composed of eight members, three Federal Communications Commission Commissioners, four state Commissioners nominated by the National Association of Regulatory Utility Commissioners, and one state-appointed utility consumer advocate nominated by the National Association of State Utility Consumer Advocates. See *In the Matter of Federal-State Joint Board on Universal Service, Notice of Proposed Rulemaking and Order Establishing Joint Board*, CC Docket No. 96-45, FCC 96-93 (1996), at para. 132.

objectives established by the Act, including those for low-income individuals, for consumers in rural, insular, and high cost areas, and for schools, libraries, and rural health care providers, be implemented; (2) that rates for basic residential service be maintained at affordable levels; (3) that universal service funding mechanisms be explicit; and (4) that the benefits of competition be brought to as many consumers as possible. Recognizing that, as circumstances change, further Commission action may be needed to ensure that we create sustainable and harmonious federal and state methods of continuously fulfilling universal service goals, the Commission also committed itself to work in close partnership with the states to create complimentary federal and state universal service support mechanisms. These efforts are ongoing.

3. Through the *Order* and the accompanying orders reforming the Commission's access charge rules,⁷ the Commission established the definition of services to be supported by federal universal service support mechanisms and the specific timetable for implementation. The Commission set in place rules that will identify and convert existing federal universal service support in the interstate high cost fund, the dial equipment minutes (DEM) weighting program, Long Term Support (LTS), Lifeline, Link Up, and interstate access charges to explicit competitively neutral federal universal service support mechanisms. The Commission also modified the funding methods for the existing federal universal service support mechanisms so that such support is not generated, as at present, entirely through charges imposed on long distance carriers. Instead, as the statute requires, equitable and non-discriminatory contributions will be required from all providers of interstate telecommunications service. The Commission took other steps to make federal universal service support mechanisms consistent with the development of local service competition, and established a program to provide schools and libraries with discounts on all commercially available telecommunications services, Internet access, and internal connections. The Commission also established mechanisms to provide support for telecommunications services for all public and not-for-profit health care providers located in rural areas.

4. The Commission also named the National Exchange Carrier Association (NECA) the temporary Administrator of the universal service support mechanisms on the condition that NECA agree to make changes to its governance that would render it more representative of non-incumbent local exchange carrier (LEC) interests.⁸ As a condition of its appointment as

⁷ Access Charge Reform, Price Cap Performance Review for Local Exchange Carriers, Transport Rate Structure and Pricing and End User Common Line Charges, CC Docket Nos. 96-262, 94-1, 91-213, and 95-72, *Notice of Proposed Rulemaking, Third Report and Other and Notice of Inquiry*, 62 Fed. Reg. 4,670 (rel. Dec. 24, 1996) (*Access Charge Reform NPRM*); *First Report and Order*, FCC 97-158 (rel. May 16, 1997) (*Access Charge Reform Order*). See also Price Cap Performance Review for Local Exchange Carriers, CC Docket No. 94-1, *Fourth Report and Order*, FCC 97-159 (rel. May 21, 1997).

⁸ *Order*, 12 FCC Rcd at 9216-17.

temporary Administrator, the Commission subsequently directed NECA to establish the Universal Service Administrative Company (USAC), an independently functioning subsidiary corporation that will perform the billing, collection, and disbursement functions for all of the universal service support mechanisms.⁹ The Commission further directed NECA to create the Schools and Libraries Corporation and Rural Health Care Corporation to perform all functions associated with administering the schools and libraries and rural health care programs, respectively, except those directly related to billing and collecting universal service contributions and disbursing support.¹⁰

5. On July 10, 1997, the Commission released a reconsideration order on its own motion in this proceeding.¹¹ Among other things, the *July 10 Order* (1) clarified certain issues relating to contracts for services to schools and libraries; (2) modified the formula for recovery of corporate operations expense from high cost loop support mechanisms; and (3) clarified issues concerning coordination between the Commission staff and the state staff of the Joint Board in CC Docket No. 96-45 in implementing the new monitoring program.

6. Sixty-one parties have filed petitions for reconsideration and/or clarification of the *Order* and the *July 10 Order*.¹² In this Fourth Order on Reconsideration, we address issues raised by petitioners that either must or should be addressed before the new universal service program begins. We will address the remaining issues in one or more subsequent reconsideration orders in this docket.

7. In this order, we clarify or make further findings regarding: (1) the rules governing the eligibility of carriers and other providers of supported services; (2) methods for determining levels of universal service support for carriers in rural, insular and high cost areas; (3) support for low-income consumers; (4) the rules governing the receipt of universal service support under the schools and libraries and rural health care programs; (5) the determinations of who must contribute to the new universal service support mechanisms; and (6) administration of the support mechanisms.

⁹ See Changes to the Board of Directors of the National Exchange Carrier Association, Inc. and Federal-State Board on Universal Service, CC Docket Nos. 97-21 and 96-45, FCC 97-253, *Report and Order and Second Order on Reconsideration* (rel. July 18, 1997) (*NECA Report and Order*).

¹⁰ *NECA Report and Order* at para. 30.

¹¹ See Federal-State Joint Board on Universal Service, *Order on Reconsideration*, CC Docket No. 96-45, FCC 97-246 (rel. July 10, 1994) (*July 10 Order*).

¹² A complete list of all petitioners and other parties filing comments or reply comments appears in Appendix B hereto.

rebidding of the contract, absent direction on this question from state or local procurement rules. If a proposed modification is not a cardinal change, there is no requirement to undertake the competitive bid process again.⁶⁹⁵

229. An eligible school, library, or rural health care provider seeking to modify a contract without undertaking a competitive bid process should file FCC Form 471 or 466, "Services Ordered and Certification," with the School and Libraries Corporation or the Rural Health Care Corporation, respectively, indicating the value of the proposed contract modification so that the administrative companies can track contract performance.⁶⁹⁶ The school, library, or rural health care provider also must demonstrate on FCC Form 471 or 466 that the modification is within the original contract's change clause or is otherwise a minor modification that is exempt from the competitive bid process.⁶⁹⁷ The school, library, or rural health care provider's justification for exemption from the competitive bid process will be subject to audit and will be used by the Schools and Libraries Corporation and Rural Health Care Corporation to determine whether the applicant's request is, in fact, a minor contract modification that is exempt from the competitive bid process.⁶⁹⁸ We emphasize that, even though minor modifications will be exempt from the competitive bidding requirement, parties are not guaranteed support with respect to such modified services. A commitment of funds pursuant to an initial FCC Form 471 or Form 466 does not ensure that additional funds will be available to support the modified services. We conclude that this approach is reasonable and is consistent with our effort to adopt the least burdensome application process possible while maintaining the ability of the administrative companies and the Commission to perform appropriate oversight.

b. Master Contracts

1. Pleadings

230. USTA points out that schools, libraries, and rural health care providers in some states may be able to purchase services from a master contract at rates negotiated by a third party. USTA defines a "master contract" as a contract negotiated with a service provider by a third party, the terms and conditions of which are then made available to other entities that purchase

⁶⁹⁵ See, e.g., *MCI Telecommunications Corp.*, B-276659.2, Sept. 29, 1997, 1997 WL 602194 (C.G.) at 13;

⁶⁹⁶ See USTA Oct. 3 *ex parte* at 2.

⁶⁹⁷ *Graphicdata, LLC supra*, citing *AT&T Communications, Inc. v. WilTel*, 1 F.3d 1201, 1205 (Fed.Cir. 1993).

⁶⁹⁸ *Graphicdata, LLC v. United States supra*, citing *Executive Bus. Media, Inc. v. United States*, 3 F.3d at 763 n.3 (4th Cir. 1993).

directly from the provider.⁶⁹⁹ According to USTA, "the decision to purchase from the master contract may be independent of the competitive bid process, although the rates offered via that contract may in fact be the most competitive, lowest rates available."⁷⁰⁰ USTA notes that there is typically no contractual, financial, or management relationship between the third party that negotiates a master contract and the entity that purchases and receives the service under that master contract.⁷⁰¹ USTA asks the Commission to clarify: (1) that eligible entities that choose to obtain supported services by purchasing them from a master contract may do so without going through the competitive bid process; and (2) whether a third party that seeks to negotiate a master contract for services that eligible entities are expected to purchase would be required to adhere to the universal service competitive bid requirements, or in the case of existing contracts, be required to submit those contracts to the Administrator for registration.⁷⁰² USTA suggests that the Commission clarify that eligible entities purchasing from a master contract are required only to submit the paperwork necessary to notify the Administrator of the services it plans to order and to secure a commitment of funds from the Administrator.⁷⁰³

231. USTA also seeks clarification that a third party negotiating a master contract, or the lead member of another consortium or aggregated buying arrangement, is not itself required to be an entity eligible to receive universal service benefits and that non-eligible entities would be allowed to submit requests for proposals to the website on behalf of eligible entities.⁷⁰⁴

2. Discussion

232. We find that eligible schools, libraries, and rural health care providers seeking discounted services or reduced rates should be allowed to purchase services from a master contract negotiated by a third party.⁷⁰⁵ In the *Order*, the Commission found that the competitive bid requirement would minimize the universal service support required by ensuring that schools,

⁶⁹⁹ See Letter from Hance Haney, USTA, to Chmn. Reed Hundt, FCC, dated October 3, 1997 (USTA Oct. 3 *ex parte*) at 1.

⁷⁰⁰ USTA petition at 22-23.

⁷⁰¹ See USTA Oct. 3 *ex parte* at 1.

⁷⁰² See USTA Oct. 3 *ex parte* at 1-2.

⁷⁰³ See USTA Oct. 3 *ex parte* at 2.

⁷⁰⁴ See USTA Oct. 3 *ex parte* at 2.

⁷⁰⁵ USTA petition at 22-23.

libraries, and rural health care providers are aware of cost-effective alternatives.⁷⁰⁶ The Commission concluded that, like the language of section 254(h)(1) that targets support to public and nonprofit rural health care providers, this approach "ensures that the universal service fund is used wisely and efficiently."⁷⁰⁷ Insofar as an independent third party negotiating a master contract may be able to secure lower rates than an eligible entity negotiating on its own behalf, we conclude that allowing schools, libraries, and rural health care providers to order eligible telecommunications services from a master contract negotiated by a third party is consistent with our goal of minimizing universal service costs and therefore is also consistent with section 254(h)(1).⁷⁰⁸

233. We wish to emphasize, however, that for eligible schools and libraries to receive discounted services, and for rural health care providers to receive reduced rates, the third party initiating a master contract either must have complied with the competitive bid requirement or qualify for the existing contract exemption before entering into a master contract.⁷⁰⁹ An eligible school, library, or rural health care provider shall not be required to satisfy the competitive bid requirement if the eligible entity takes service from a master contract that has been competitively bid under the Commission's competitive bid requirement. If a third party has negotiated a master contract without complying with the competitive bid requirement, then an eligible entity must comply with the competitive bid requirement before it may receive discounts or reduced rates for services purchased from that master contract.

234. As noted above, the date of execution of a master contract represents the applicable date for purposes of determining whether and to what extent the contract is exempt from the competitive bid requirement under the existing contract exemption. For example, if a state signed a master contract for service prior to July 10, 1997 that qualifies as an existing contract under our rules, and a school elects to take service pursuant to that contract at a date after the website is operational, that school will be exempt from the competitive bid requirement because it is receiving service pursuant to an existing contract.⁷¹⁰ As we stated above, we strongly encourage schools and libraries to engage in competitive bidding even if they are exempt from such requirement pursuant to Commission rules. Schools and libraries may well be able to obtain more favorable terms if they issue new requests for bids designed to accommodate their

⁷⁰⁶ Order, 12 FCC Rcd at 9029, 9134.

⁷⁰⁷ Order, 12 FCC Rcd at 9134.

⁷⁰⁸ Order, 12 FCC Rcd at 9134.

⁷⁰⁹ Letter from Hance Haney, United States Telephone Association, to Kim Parker, FCC, Universal Service Branch, Dec. 4, 1997.

⁷¹⁰ See Section VI.I. *supra*.

This policy was reaffirmed as current policy in the FCC's appeal decision Order DA-11-723A1, dated 4/21/11

specific needs, rather than obtain service under the terms of the master contract. For instance, a master contract that was put out for bid several years ago but has not yet expired might not reflect the cost reductions resulting from recent entry into the local exchange market, for example, by wireless carriers. Although we have provided for certain exemptions from competitive bidding requirements, to enable schools and libraries to transition to the Commission's procedures implementing the new universal service mechanisms, we believe that even institutions subject to the exemptions may obtain substantial benefit from soliciting competitive bids. Moreover, those institutions may ultimately obtain service pursuant to the master contract, if they determine that the service provider under the master contract is the most cost effective provider. We intend to monitor the impact of the competitive bid exemptions on an ongoing basis.

235. Furthermore, even if eligible schools, libraries, and health care providers are obligated by the school district or a consortium, for example, to purchase from a master contract, the third party nevertheless must have complied with the competitive bid process in order for an eligible entity to receive discounts or reduced rates on services ordered from the master contract. If the third party has not complied with the competitive bid requirement before entering into a master contract, then an eligible school, library, or rural health care provider itself must undertake the competitive bid process before it may receive discounts or reduced rates on services purchased from the master contract. These requirements will ensure that the eligible entity is receiving the most cost-effective service.

K. Reimbursement for Telecommunications Carriers

1. Background

236. Section 254(b)(5) establishes the principle that "[t]here should be specific, predictable and sufficient Federal and State mechanisms to preserve and advance universal service."⁷¹¹ Furthermore, section 254(e) directs that any universal service support "should be explicit and sufficient to achieve the purposes of [section 254]."⁷¹²

237. The Commission concluded that discounts for eligible schools and libraries shall be capped at \$2.25 billion annually.⁷¹³ The Commission also concluded that discounts would be committed on a first-come-first-served basis. If and when total payments committed during a funding year have exhausted any funds carried over from previous years and there are only \$250 million in funds available for the funding year, a system of priorities will govern the distribution

⁷¹¹ 47 U.S.C. § 254(b)(5).

⁷¹² 47 U.S.C. § 254(e).

⁷¹³ *Order*, 12 FCC Rcd at 9057.



Schools and Libraries Division

Jul 13, 2012

[REDACTED]
[REDACTED]

Telephone: [REDACTED]

Application Number [REDACTED]

Response Due Date: 7/28/12

As we discussed in our conversation, we are in the process of reviewing all Funding Year 2012 FCC Form 471 applications to ensure that they are in compliance with the rules of the Universal Service program. I am currently in the process of reviewing your Funding Year 2012 FCC Form 471 Application. To complete my review I need some additional information. The information needed to complete the PIA Review is listed below.

I.

Based on the review of your Funding Year 2012 FCC Form 471 application # [REDACTED], for FRN [REDACTED], the documentation you provided in your Item 21 Attachments is not sufficient to determine the eligibility of your request. The documentation does not sufficiently describe the products and services being requested, so we cannot determine the eligibility of your request.

Please provide more detailed documentation, such as the portion of the bill that identifies the actual products and services being delivered. If the bill you receive does not identify the specific products and services being delivered, you will need to contact your vendor and request such documentation. A telecommunications carrier should be able to provide you with a detailed statement identifying the specific products and services being provided, which is sometimes called a Bill Breakdown or Detailed Charge Report with Service Descriptions. If your carrier cannot provide you with such a statement, please have them provide you with itemized billing or documentation that specifically details the services being delivered.

Please keep in mind that your supporting documentation should be the documentation or data used to prepare your FCC Form 471 application and should clearly identify any ineligible charges that were cost allocated out of your request. Examples of supporting documentation are contracts, vendor quotes, vendor bills, invoices, etc. If you are unable to justify the charges requested on your FCC Form 471, the request may be reduced or denied.

II.

We are in the process of reviewing your Funding Year 2012 FCC Form 471 # [REDACTED]. For FRN # [REDACTED] and [REDACTED], you referenced the State Replacement contract SPIN 143999999 as the service provider. In order to assist us in completing the review of your FCC Form 471, please answer the following questions and provide the requested information below.

Has the State Replacement Contract (SRC) for this funding request been awarded to the service provider?

- If Yes, please provide the following information so we can modify your FRN:
 - the appropriate Funding Request Number (FRN);
 - the actual service provider (SP) name;

- the actual service provider's SPIN;
- the state entity's FCC Form 470 Application Number that was posted to the USAC website and established the competitive bidding process for the State Replacement Contract;
- a copy of the full SRC, signed and dated by the applicant or an online state website reference to determine: 1) contract award date, 2) replacement contract number, and 3) expiration date of the replacement contract;
- the service start date;
- the service end date and
- the effective date of the replacement contract.

- **If No, does the state still intend to award a State Replacement Contract?**

- If the State has decided not to pursue a State Replacement Contract, you may continue with the existing service provider using the former SPIN. You should reference the original state FCC Form 470 that established the services for the expiring State Master Contract. Please provide third party documentation indicating that the State is not pursuing the State Replacement Contract during this funding year, the former SPIN and the original state FCC Form 470.
- If the State still intends to award a State Replacement Contract, but has not done so you may continue to use the State Replacement SPIN until the contract is awarded. Please submit a SPIN correction request once a service provider has been selected. If your application is still undergoing PIA review when the State Replacement Contract is awarded, you may submit the SPIN correction to your PIA reviewer. However, if the State Replacement Contract is awarded after you receive an Funding Commitment Decision Letter (FCDL), please sign and date the marked up page(s) of the FCDL that require the changes, and submit your SPIN correction request to the address below:
 - State Replacement Contracts
Schools and Libraries Division - Correspondence Unit
30 Lanidex Plaza West
PO Box 685
Parsippany, NJ 07054-0685

For additional information on State Replacement Contracts, please visit <http://www.usac.org/sl/applicants/step03/state-replacement-contracts.aspx>.

Please fax or email the requested information to my attention. If you have any questions or if you require a further explanation of this request, please feel free to contact me.

It is important that we receive all of the information requested **within 15 calendar days** so we can complete our review. **Failure to respond may result in a reduction or denial of funding. If you need additional time to prepare your response, please let me know as soon as possible. If you are unable to provide the requested information because your school has closed or will shortly close for summer break, let me know when you will be available to respond to these questions.**

Please advise me if the Contact Person on the application(s) has changed from that on the original application. This change must include the FCC Form 471 application number(s) and be signed by the