



FCC Form 470 – Funding Year 2027

Form 470 Application Number: 270000296

FY2027 C1 IA and Bookmobile HCPL

Billed Entity

HANCOCK COUNTY PUBLIC LIBRARY
900 WEST MCKENZIE GREENFIELD, IN 46140-1741
Hancock
317-462-5141

Contact Information

Sarah West
sarah@adtecerate.com
765-855-1612

Billed Entity Number: 130244

FCC Registration Number: 0011839016

Number of Eligible Entities: 3

Application Type

Applicant Type: Library System

Recipients of Services: Bookmobile; Main Branch;
Public Library; Public Library System

Consulting Firms

Name	Consultant Registration Number	Phone Number	Email
AdTec-Administrative and Technical Consulting	16024741	765-855-1612	info@adtecerate.com

Consultants

Name	Phone Number	Email
Rachel Parton	765-855-1612	rachel@adtecerate.com
Sarah West	765-855-1612	sarah@adtecerate.com

RFPS

ID	Name
233471	FY2027 RFP Document NO 1 Air Cards for Bookmobile HCPL
233712	Addendum Notice Questions and Responses FY2027 HCPL
233472	FY2027 RFP Document NO 2 Internet Access HCPL

Category One Service Requests

Service Type	Function	Function Other Description	Minimum Capacity	Maximum Capacity	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs
Data Transmission and/or Internet Access	Cellular Data Plan/Air Card Service		1.5 Mbps	100 Mbps	2	3	Lines	Yes	233471, 233712
Data Transmission and/or Internet Access	Internet Access and Data Transmission Service		5 Mbps	500 Mbps	2	1	Each	Yes	233472, 233712

Description of Other Functions

ID	Name
----	------

Narrative

There is no formal RFP for any of the services requested in this 470, but the following should allow service provider(s) to prepare more directed bid(s). YOU MUST REFER TO THE ASSOCIATED RFP Document(s) in EPC for complete details. Service Providers may bid on one or both of the Service Requests. Please submit a complete and separate bid for each RFP document to which you are responding and note the Service Request and RFP Title in your response(s). Service Providers are responsible for monitoring the USAC EPC site for any updates to this posting.

AIR CARD SERVICE FOR BOOKMOBILE SERVICE REQUEST #1

The Hancock County Public Library is seeking Internet Access Service on 3 +/- aircards for bookmobile(s) and/or mobile outreach programs per RFP Document NO 1. Please provide quotes separating eligible costs from ineligible costs for any bundled ineligible products. 47 U.S.C. 254(c)(1)(A) requires the Commission, in designating supported services to consider the extent to which services are essential to education, public health, or public safety. We will consider multi-year, annual and month-to-month contracts. Two entities are listed in the event that an additional bookmobile is added during the funding year.

INTERNET ACCESS SERVICES REQUEST #2

The Hancock County Public Library seeks Internet Access with a transport service per RFP Document NO 2, Service is to be provided to the Central/Main Library, located at 900 W McKenzie Road, Greenfield, Indiana 46140. This internet access service is dedicated to library staff and testing use. The current service is provided on Cable Modem/Coax, and comparable or equivalent technologies will be considered if they are determined to be in the best interests of the library.

QUESTIONS

No informational meetings or building visits will be scheduled. Any questions related to the technical aspects of this document must be directed in writing via e-mail to Steve Jones, Information Technology Manager, at erate@hcplibrary.org no later than 2:00 PM Eastern Time on Friday, September 11, 2026. Questions will not be accepted after this date and time. All emails must include reference to FCC Form 470 270000296 in the subject line of the email. Answers to any written questions or any additional information, revisions, or clarifications to the RFP will be provided in the form of an addendum to be posted with the FCC Form 470 on the Universal Service (E-Rate) website. It is the sole responsibility of the Service Provider to check for any addenda that may be issued. Please copy the Consultant Sarah West at sarah.west@adtecerate.com on all communications, questions and proposals.

PROPOSAL DELIVERY DUE DATE AND TIME

The Library reserves the right to reject each and/or every bid, and to waive informalities, irregularities, and errors in the bidding to the extent permitted by law. This includes the right to extend the date and time for receipt of bids. In the event that a responsible bid is not received or if it is determined that the low bid received is too high, the bid received will be rejected and the project will be cancelled or re-bid. The library reserves the right to clarify proposals or prices. All rights are reserved to award this contract without discussion with any vendor.

Bids should be e-mailed to the office Steve Jones, Information Technology Manager, at erate@hcplibrary.org no later than 2:00 PM Eastern Time Friday, October 16, 2026. All emails must include reference to FCC Form 470 270000296 in the subject line of the email. FAXED bids are not acceptable and will be rejected as non-responsive. All bids must be received no later than 2:00 PM Eastern Time on October 16, 2026. Bids received after that time will be disqualified. Please copy the Consultant Sarah West

at sarah.west@adtecerate.com on all communications, questions and proposals. Failure to meet any requirement in the 470 or RFP document(s) will be sufficient cause to reject your proposal.

Category Two Service Requests

Service Type	Function	Manufacturer	Manufacturer Other Description	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs
--------------	----------	--------------	--------------------------------------	----------	----------	------	---	--------------------

Description of Other Manufacturers

ID	Name
----	------

Narrative

Technical Contact

Steve Jones

Information Technology Manager

317-462-5141

erate@hcplibrary.org

State and Local Procurement Restrictions

ALL BIDDERS ARE ENCOURAGED TO:

1. Read and follow the RFP carefully.
2. Adhere to the FCC E-Rate rules.

BE ADVISED: No email address or phone number associated with this RFP or Form 470 should be added to any marketing distribution or phone list. The Applicant respectfully requests that any contact be specific to this request. Any other contact is discouraged.

Proposals must be prepared with specificity with regard to the services listed herein. Bids merely listing a general menu of services available from a vendor, bids appearing to be automatically generated without specificity in relation to the requirements of this RFP, and bids missing substantial information but inviting the applicant to contact the bidder to refine the bid and/or discuss specifics will not be considered valid bid responses and will be disqualified from consideration. This includes any SPAM and/or robotic responses. For more information, please review the USAC E-Rate News Brief of February 15, 2024.

All proposals must reflect the LCP (Lowest Corresponding Price), GSA pricing, and any available governmental unit discounts including existing state purchasing agreements or contracts when applicable. Any proposal referencing an existing state purchasing agreement or contract must include that information in the proposal. Bid prices must be complete for the services proposed and shall include all associated costs, even if the amounts are estimates based upon current applicable taxes, surcharges, or fees. Proposals MUST separate eligible and ineligible services by line item for all services to which service provider responds. No proposal can be submitted that includes equipment or components for equipment from companies deemed to provide a national security risk as defined by FCC Order 19-121.

Will consider pricing options for multi-year agreements with or without voluntary extensions, and note the available of voluntary extensions after the initial term. Service end dates should coincide with the end of a funding year (June 30). Will also consider month-to-month services or a one-year contract.

Billed Entities

Billed Entity Number	Billed Entity Name
130244	HANCOCK COUNTY PUBLIC LIBRARY

Certifications

I certify that the applicant includes:

I certify that the applicant includes 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, except for the limited case of Tribal colleges or universities, have budgets that are completely separate from any schools (including, but not limited to elementary and secondary schools, colleges, and universities).

Other Certifications

I certify that this FCC Form 470 and any applicable RFP will be available for review by potential bidders 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 goals.

I certify that I will retain required documents for a period of at least 10 years (or whatever retention period is required by the rules in effect at the time of this certification) after the later of the last day of the applicable funding year or the service delivery deadline for the associated funding request. 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.

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 may 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.

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.

I certify that the services the applicant purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for educational purposes, see 47 C.F.R. § 54.500, 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. § 54.513. 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.

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. 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.

NOTICE:

In accordance with Section 54.503 of the Federal Communications Commission's ("Commission") 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. § 54.503. 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. § 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. § 54.503. 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 requested in this form. We will use the information you provide to determine whether you have complied with the competitive bidding requirements applicable to requests for universal service discounts. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, the information you provide in this form 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 you provide in this form 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. § 552, or other applicable law.

If you owe a past due debt to the federal government, the information you provide in this form 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 or Universal Service Administrator may return your form without action or deny a related request for universal service discounts.

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

Public reporting burden for this collection of information is estimated to average 3.5 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. We also will accept your comments via the email if you send them to PRA@FCC.gov. DO NOT SEND COMPLETED WORKSHEETS TO THESE ADDRESSES.

Authorized Person

Sarah West

AdTec-Administrative and Technical Consulting

P.O. BOX 97 CENTERVILLE, IN 47330

765-855-1612

Certified Timestamp

08/18/2026 10:16 AM EDT