Universal Service Administrative Co.

FCC Form 470 – Funding Year 2027

Form 470 Application Number: 270002459
Jackson County Public Library FY2027 C2

Billed Entity

JACKSON COUNTY PUBLIC LIBRARY
303 W 2ND ST SEYMOUR, IN 47274-2147 JACKSON
812-405-1827

Billed Entity Number: 130577
FCC Registration Number: 0014542310

Contact Information

Karen Rutledge
karenr@adtecerate.com
765-855-1612 ext.1031

Number of Eligible Entities: 4

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
Karen Rutledge	765-855-1612 ext.1031	karenr@adtecerate.com
Marilyn Hobbs	765-855-1612 ext.1002	marilyn@adtecerate.com

RFPS

ID	Name
235630	270002459 JCPL RFP C2
237471	270002459_C2 Addendum

Category One Service Requests

Service Type	Function	Function Other Description	Minimum Capacity	Maximum Capacity	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs

Description of Other Functions

ID	Name

Narrative

Category Two Service Requests

Service Type	Function	Manufacturer	Manufacturer Other Description	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs
Internal Connections	Routers and Necessary Software and Licenses	No Preference			1	Each	Yes	235630, 237471
Basic Maintenance of Internal Connections	Routers	No Preference		1	1	Each		235630, 237471
Internal Connections	Wireless Access Points and Necessary Software and Licenses	No Preference			8	Each	Yes	235630, 237471
Basic Maintenance of Internal Connections	Wireless Access Points	No Preference		1	8	Each		235630, 237471
Internal Connections	Switches and Necessary Software and Licenses	No Preference			1	Each	Yes	235630, 237471
Basic Maintenance of Internal Connections	Switches	No Preference		1	1	Each		235630, 237471
Internal Connections	Uninterruptable Power Supply/ Battery Backup and Necessary Software and Licenses	No Preference			2	Each	Yes	235630, 237471
Basic Maintenance of Internal Connections	Uninterruptable Power Supply/ Battery Backup	No Preference		1	2	Each		235630, 237471
Internal Connections	Firewall Service, Components, and Necessary Software and Licenses	No Preference			1	Each	Yes	235630, 237471
Basic Maintenance of Internal Connections	Firewall Service and Components	No Preference		1	1	Each		235630, 237471
Managed Internal Broadband Services	Existing Equipment			1				235630, 237471

Description of Other Manufacturers

ID	Name

Narrative

Please reference Form 470 # 270002459 on all correspondence. Your bid may not be considered received without reference to the specific 470 number. You must refer to the attached RFP document for full details. Jackson County Public Library (the Applicant) seeks services provided by a third party for the purchase, operation, management, and monitoring of eligible broadband LAN/ WLAN components (managed Wi-Fi), including installation, activation, and initial configuration of eligible components necessary for broadband connectivity within the Applicants facility at 303 W 2nd Street, Seymour, IN 47274. The Applicant is requesting solutions to update/replace the current public network for the library patrons.

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Questions/Site Visits

A voluntary site visit will be held at 303 W. 2nd Street, Seymour, IN 47274 at 10:00 AM on November 11, 2026. This will be the only opportunity to ask questions or to receive answers to questions related to this RFP. Respondents choosing not to attend in so doing acknowledge their understanding that they were offered and voluntarily declined the opportunity. Please email erate@myjclibrary.com with a copy to karenr@adtecerate.com with your intent to attend the meeting in case it needs to be rescheduled.

Answers to any written questions or any additional information, revisions, or clarifications to the RFP may 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.

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Proposal Delivery

The Applicant reserves the right to reject each and 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.

Bids should e-mailed to the office of Benjamin Boyer at erate@myjclibrary.com with a copy to karenr@adtecerate.com by Noon on December 11, 2026.

Technical Contact

Ben Boyer

812-522-3412

erate@myjclibrary.org

State and Local Procurement Restrictions

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. Each line item on proposal should clearly list Quantity, Manufacturer, Part Number, Description, Unit Price, and Extended Price. 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.
All bidders are encouraged to:
1. Read and follow the RFPs carefully.
2. Adhere to the FCC E-Rate rules.

Failure to meet any requirement in this 470 or RFP will be sufficient cause to disqualify your proposal.

Billed Entities

Billed Entity Number	Billed Entity Name
130577	JACKSON 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

Karen Rutledge

AdTec-Administrative and Technical Consulting

P.O. BOX 97 CENTERVILLE, IN 47330 Indiana

765-855-1612 ext.1031

Certified Timestamp

10/23/2026 04:24 PM EDT