Universal Service Administrative Co.

FCC Form 470 – Funding Year 2027

Form 470 Application Number: 270004853
PRL FY27 cat 2

Billed Entity

PETTIGREW REGIONAL LIBRARY SYSTEM
201 E 3RD STREET PLYMOUTH, NC 27962
WASHINGTON
252-793-2875
mlawrence@pettigrewlibraries.org

Billed Entity Number: 126932
FCC Registration Number: 0011832169

Contact Information

Michele Lawrence
mlawrence@pettigrewlibraries.org
252-793-2875

Number of Eligible Entities: 4

Application Type

Applicant Type: Library System
Recipients of Services: Main Branch; Public Library; Public Library System

Consulting Firms

Name	Consultant Registration Number	Phone Number	Email

RFPS

ID	Name

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	Wireless Access Points and Necessary Software and Licenses	Watch Guard Technologies or equivalent			15	Each	Yes	
Basic Maintenance of Internal Connections	Wireless Access Points	Watch Guard Technologies		4	15	Each		
Internal Connections	Wireless Access Points and Necessary Software and Licenses	Watch Guard Technologies or equivalent			2	Each	No	

Description of Other Manufacturers

ID	Name

Narrative
Seeking bids for 15 new wireless access points (with physical mounting to existing network drops, activation, and initial configuration) and 17 full USP wireless access point licenses (15 for the new APs and 2 for existing Watchguard AP330, or equivalent). The 15 new wireless access points will be installed at Perquimans County Library (qty 8), Tyrrell County Library (qty 1), Washington County Library (qty 2), and Shepard-Pruden Memorial Library in Edenton, NC (qty 4). Itemized line-item pricing is required, separating equipment, installation/configuration, and licenses; bundled or lump-sum pricing will not be accepted, and any ineligible features included in software/licenses must be clearly identified and cost-allocated. Please provide separate itemized pricing for both 3-year and 5-year full USP license terms for all 17 access points (15 new APs and 2 existing APs) so the library may evaluate cost-effectiveness and select the preferred term. All vendor questions regarding this Form 470 must be submitted in writing via email to mlawrence@pettigrewlibraries.org no later than 14 calendar days after the Form 470 certification/posting date at 5:00 PM EST. Questions received after this deadline may not be answered. Responses to all timely questions will be distributed to all prospective bidders (or posted via Form 470 update in EPC) at least 7 calendar days prior to the bid submission deadline. All bids are due by 5:00 PM EST on the 29th calendar day following the Form 470 certification/posting date (or the next business day if that date falls on a weekend or holiday). The library reserves the right to accept or reject any or all bids, in whole or in part, to waive any informalities or minor technicalities, and to award all, some, or none of the items or services bid uponincluding awarding equipment, installation, and licensing separatelyas determined to be in the best interest of the library and contingent upon E-Rate funding approval.

Technical Contact

Michele Lawrence

Director

252-793-2875

mlawrence@pettigrewlibraries.org

State and Local Procurement Restrictions

Billed Entities

Billed Entity Number	Billed Entity Name
126932	PETTIGREW REGIONAL LIBRARY SYSTEM

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

Michele Lawrence

PETTIGREW REGIONAL LIBRARY SYSTEM

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Certified Timestamp

11/20/2026 10:56 AM EST