

STAFF REPORT REGULAR MEETING

AGENDA DATE: June 18, 2024

DEPARTMENT: Leisure Services

TITLE:

Fiscal Year 2024 Schools and Libraries (E-Rate) Program Grant Funding

SUMMARY:

The Fiscal Year 2024 Schools and Libraries universal service support program, commonly known as the E-Rate Program, helps schools and libraries to obtain affordable broadband. The City has applied for assistance under the Fiscal Year 2024 E-Rate Program to procure necessary broadband equipment and licenses to deliver expanded internet access within the municipal library.

BACKGROUND AND JUSTIFICATION:

The Fiscal Year 2024 Schools and Libraries universal service support system, or E-Rate Program, provides financial assistance to assist schools and libraries obtain affordable broadband. The E-rate program is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). Specifically, USAC is responsible for processing the applications for support, confirming eligibility, and reimbursing service providers and eligible schools and libraries for the discounted services. USAC also ensures that the applicants and service providers comply with the E-rate rules and procedures established by the FCC.

The City of Lake Worth Beach Public Library is an eligible applicant for individual funding under the E-Rate program. The City is requesting funding under Category Two Services to deliver Internet access within the library, including internal connections, basic maintenance of internal connections, and managed internal broadband services. Discounts for support depend on the applicant's level of poverty and its location in an urban area. The discounts range from 20 percent to 90 percent of the costs of eligible services.

The City issued IFB #24-105 to procure necessary eligible broadband equipment and requisite licenses to expand the City's network internet access within the municipal library. The proposal submitted by Hypertec USA, Inc. in the amount of \$6,931.01 was determined to be the lowest responsible bid and best value to the City. Of this amount, the City will receive a discount of eighty percent, or \$5,544.81, from USAC in accordance with its funding decision letter dated May 23, 2024. This will be applied toward the purchase of the equipment and licensing, resulting in a total cost to the City of \$1,386.20. Staff from the City's IT Department will install the equipment and apply the licenses.

The E-Rate funding for the City will become available on July 1, 2024.

MOTION:

Move to approve/disapprove the grant funding from the FY 2024 E-Rate funding to be applied toward the City's network infrastructure broadband equipment and licensing to be purchased from Hypertec USA, Inc. for the municipal library.

ATTACHMENT(S):

Fiscal Impact Analysis
USAC Funding Commitment Decision Letter

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	\$5,544.81	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	0	0	0	0	0
Operating	\$6,931.01	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact <i>(If not budgeted)</i>	\$1386.20	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

New Appropriation (Not Budgeted) Fiscal Impact:		
	Revenue Source	Expenditure
Department	Grant Fund	Grant Fund
Division	Culture/ Recreation	Culture/ Recreation
GL Description	Grants from Local Units	Operating Supplies/ Small Tools & Equipment
GL Account Number	180-0000-337.70-00	180-9710-572.52-20/ 001-8020-571.46-21
Project Number	N/A	TBD
Requested Funds	\$5,544.81	\$6,931.01
Remaining Balance	N/A	N/A