



# College Station Independent School District

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*Success...each life...each day...each hour*

## MEMORANDUM

To: Mike Martindale, Superintendent *mm*

From: Amy Drozd, Chief Financial Officer *A Drozd*

Date: April 14, 2021

Subject: Consider approval of the purchase of network connections pending e-rate reimbursement.

Agenda Item: J – 1.

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## Background

CSISD participates in the E-rate program which is administered by the Universal Service Administrative Company (USAC) under the direction of the 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 Commission. The established reimbursement rate for CSISD for category two equipment is approximately 60% with applications open now for purchases in the 2021-22 fiscal year.

On January 20, 2021, CSISD requested a quote for the replacement of identified network equipment through the Universal Service Administrative Company Schools and Library Program, E-Rate portal. On February 18, 2021, six vendors responded of which two were complete and evaluated.

Ms. Carmella Shafer, Director of Purchasing and Mr. David Hutchison, Director of Technology evaluated the proposals and recommend CSISD purchase the equipment from Layer 3 Communications based on DIR purchasing contract DIR-TSO-4231 in an amount not to exceed \$738,117.32. (The exact quantity may decline at the time of purchase.) This purchase is pending the application approval from the Universal Service Administrative Company and reimbursement of approximately 60% of the purchase price. The net cost after reimbursement is estimated not to exceed \$295,246.93 and will be from the 2021-22 General Fund budget.

## Recommendation

It is recommended the College Station Board of Trustees approve the purchase of category 2 network equipment from Layer 3 Communications utilizing DIR purchasing cooperative contract DIR-TSO-4231 in an amount not to exceed \$738,117.12 pending e-rate reimbursement approval from the 2021-22 General Fund.

**Amy Drozd**  
Chief Financial Officer

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**Mike Martindale**  
Superintendent of Schools