



**NORTH SLOPE BOROUGH SCHOOL DISTRICT**

**M E M O R A N D U M**

**TO:** Qaiyaan Harcharek, President  
Members of the School Board

**THROUGH:** Rich Carlson, Interim Superintendent

**THROUGH:** Fadil Limani, Chief Financial Officer

**FROM:** Fadil Limani, Chief Financial Officer on Behalf of IT *FL*

**DATE:** 8-30-21

**SUBJECT:** Contracts over \$10,000 – SERRC-E Rate

Memo No: SB22-033

**(Action Item)**

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**2020-2025 STRATEGIC PLAN SUMMARY**

**4.0 FINANCIAL & OPERATIONAL STEWARDSHIP:** Effectively employ our operational and financial resources to support our strategic goals and long-term stability of the district.

**4.2 FINANCIAL STEWARDSHIP/MANAGEMENT:** Ensure financial management based on what is best for our students.

**4.5 TECHNOLOGY:** Leverage technology as a tool to facilitate learning, communication and collaboration.

**Issue Summary:**

In accordance with applicable Board policy, contracts and MOA's \$10,000 or greater require Board approval. BP 3312

**Background:**

The Universal Service Administrative Company (USAC) is an independent, not-for-profit corporation created in 1997 to collect universal service contributions from telecommunications carriers and administer universal support mechanisms (programs) designed to help communities across the country secure access to affordable telecommunications services. USAC carries out its functions as the administrator of the federal universal service programs and Universal Service Fund (USF) under the oversight of the Federal Communications Commission (FCC).

USAC administers universal service programs for high cost companies in rural areas, low-income consumers, rural health care providers, and schools and libraries.

The universal service Schools and Libraries Program, commonly known as "E-rate," provides discounts of up to 90 percent to help eligible schools and libraries in the United States obtain affordable telecommunications and internet access. The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services.

Eligible participants include public and most non-profit K-12 schools as well as all public and many private libraries. Program participants may request funding in five categories of service: Telecommunications, Telecommunications Services, Internet Access, Internal Connections, and Basic Maintenance of Internal Connections. Discounts for support depend on the level of poverty and the

urban/rural status of the population served and range from 20 percent to 90 percent of the costs of eligible services.

SERRC Alaska Educational Resources center has provided the services of the School District for many years surrounding the overall E-Rate management and submission of required state and federal forms including with the assistance of the E-Rate Application.

The anticipated E-Rate Revenue for FY22 is expected at approximately \$4.4 million.

**Funding Source and Contract Amount:**

The identified funding source is derived from the Professional and Technical Account Code within the Information Technology Department.

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The Proposed Contract Amount is \$26,000.

**Length of Contract:**

The length of contract commences on the date of execution of the agreement and ends as of June 30, 2022.

**Available Budget:**

Available budget is \$52,848.00

**Budget Line Transfer:**

N/A

**Grant Funds:**

There are no grant funds associated with the funding of identified contracts.

**Compliance with BP 3311**

This is a sole source contract. As noted above, the School District has utilized SERRC for a number of years with their assistance in the E-Rate Application, submission of the forms to the federal agency, including assisting the IT Department with the Broadband Grant Application. Additionally, SERRC has provided guidance and assistance to the School District with respect to the RFP process for a new contract with network carriers. SERRC is very well established within the State of Alaska and is highly regarded for providing services to its clients surrounding E-Rate management and filing of the application. As such, it would be in the best interest of the School District to continue its working relationship with SERRC and therefore waive such requirements set out in BP3311.

**Proposed Motion:**

“I move that the NSBSD Board of Education approve the above \$10,000 and greater proposals and related contract with SERRC, in an amount not to exceed \$26,000 as described in this memo and related attachments.”

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Vote \_\_\_\_\_