MEETING DATE: February 25, 2021

TO: Library Board of Trustees

FROM: KEN HOMSLEY, ADULT SERVICES DIVISION MANAGER

SUBJECT: E-RATE FUNDING OF TECHNOLOGY NEEDS

SUMMARY

Fullerton Public Library is once again eligible to receive funding from the E-rate program at an estimated discount rate of 60-80% for Category Two upgrades. Based on the above percentages, the Library could be responsible for providing between 20-40% matching funds on associated costs.

Library staff would like to apply for funding in order to install additional equipment in the Library and to re-cable the data connections to the Main Distribution Frame (MDF) and Intermediate Distribution Frame (IDF) number 3. City staff estimate the cost of additional upgrades to not exceed $200,000, for which the Library would be responsible for between $40,000 and $80,000 depending on the discount rate provided.

Additionally, the Library needs to employ the services of Glass Box Technology for project management services for approximately $25,000, and consulting firm EdTechnologyFunds, Inc. for approximately $6,500.

RECOMMENDATION

Approve not-to-exceed $110,000 as matching funds for the Library's E-rate program.

FISCAL IMPACT

Unknown.

DISCUSSION

Fullerton Public Library, with the assistance of the City Information Technology (IT) Department and the consulting firm EdTechnologyFunds, Inc., an E-Rate Consulting firm, is in the process seeking proposals to upgrade the network infrastructure at the Main Library for our E-Rate FY2021. EdTechnologyFunds has worked extensively with several California libraries (Los Angeles County Public Library, San Joaquin County Public Library, Riverside Public Library, and more) to successfully obtain E-Rate Category 2 funding.

The Library is currently completing the FY2020 e-rate project, with an expectation that project will be completed in the next two weeks. The second category of equipment and services eligible for E-Rate support, Category Two, includes the internal connections needed for broadband connectivity within the library. Support is limited to the internal connections necessary to bring broadband into, and provide it throughout the library. These are broadband connections used for educational purposes within the library and basic maintenance of these connections, as well as services that manage and operate owned or leased broadband internal connections (e.g., managed internal broadband services or managed Wi-Fi).

It is anticipated that a new contract will be made with the provider whose proposal is determined to be the most cost effective and in the overall best interest of Fullerton Public Library. The main evaluation considerations are: 1) Price, 2) Compatibly with Existing Infrastructure 3) Understanding of Needs, 4) Experience and Qualifications, and 5) Completeness of Response.