



West Virginia Purchasing Division

2019 Washington Street, East
Charleston, WV 25305
Telephone: 304-558-2306
General Fax: 304-558-6026
Bid Fax: 304-558-3970

The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 5

List View

General Information | Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 1181103

Procurement Type: Central Master Agreement

Vendor ID: VS0000042393

Legal Name: Funds For Learning LLC

Alias/DBA:

Total Bid: \$244,650.04

Response Date: 03/08/2023

Response Time: 8:48

Responded By User ID: FFL_2023

First Name: Kyle

Last Name: Tully

Email: acct@fundsforlearning.com

Phone: 4054710928

SO Doc Code: CRFQ

SO Dept: 0402

SO Doc ID: EDD2300000001

Published Date: 3/1/23

Close Date: 3/8/23

Close Time: 13:30

Status: Closed

Solicitation Description: E-Rate Training and Advisory Services

Total of Header Attachments: 5

Total of All Attachments: 5



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

**State of West Virginia
 Solicitation Response**

Proc Folder: 1181103
Solicitation Description: E-Rate Training and Advisory Services
Proc Type: Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2023-03-08 13:30	SR 0402 ESR03072300000004121	1

VENDOR
 VS0000042393
 Funds For Learning LLC

Solicitation Number: CRFQ 0402 EDD2300000001
Total Bid: 244650.0400000000081490725278 **Response Date:** 2023-03-08 **Response Time:** 08:48:23
Comments:

FOR INFORMATION CONTACT THE BUYER

Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@wv.gov

Vendor Signature X **FEIN#** **DATE**

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Year 1 -E-Rate and ECF Training & Advisory Services	12.00000	MO	8125.000000	97500.00

Comm Code	Manufacturer	Specification	Model #
80101508			

Commodity Line Comments: Rate: \$130.00 per hour
Hours: 750 hours
Fixed Annual Flat Fee - Year 1: \$97,500.00

Extended Description:
Year 1 -E-Rate and ECF Training & Advisory Service
750 Hours Per Year - Annual Rate Billed Monthly

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Year 2 -E-Rate and ECF Training & Advisory Services	12.00000	MO	5541.670000	66500.04

Comm Code	Manufacturer	Specification	Model #
80101508			

Commodity Line Comments: Rate: \$140.00 per hour
Hours: 475 hours
Fixed Annual Flat Fee - Year 2: \$66,500.00

Extended Description:
Year 2 -E-Rate and ECF Training & Advisory Services
475 Hours Per Year - Annual Rate Billed Monthly

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Year 3 -E-Rate and ECF Training & Advisory Services	12.00000	MO	4125.000000	49500.00

Comm Code	Manufacturer	Specification	Model #
80101508			

Commodity Line Comments: Rate: \$165.00 per hour
Hours: 300 hours
Fixed Annual Flat Fee - Year 3: \$49,500.00

Extended Description:
Year 3 -E-Rate and ECF Training & Advisory Services
300 Hours Per Year - Annual Rate Billed Monthly

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	FTF Fall 2-Day Training	1.00000	EA	3500.000000	3500.00

Comm Code	Manufacturer	Specification	Model #
80101508			

Commodity Line Comments:
Extended Description:
Face To Face (FTF) Fall Two (2) Day Training

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Virtual Fall 2-Day Training	1.00000	EA	1800.000000	1800.00

Comm Code	Manufacturer	Specification	Model #
80101508			

Commodity Line Comments:

Extended Description:

Virtual Fall Two (2) Day Training

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Half-Day Virtual Training	1.00000	EA	850.000000	850.00

Comm Code	Manufacturer	Specification	Model #
80101508			

Commodity Line Comments:

Extended Description:

Half-Day Virtual Training (Per Training Meeting)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Additional Hours	100.00000	EA	250.000000	25000.00

Comm Code	Manufacturer	Specification	Model #
80101508			

Commodity Line Comments: Additional Hourly Support
 Block of 50 hours:
 Rate: \$350.00 per hour
 Total Fee: \$17,500.00
 Block of 100 hours:
 Rate: \$250.00 per hour
 Total Fee: \$25,000.00

Extended Description:

Additional hours per 4.1.1.4.8 is specifications.



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Request for Quote
 Service - Prof

Proc Folder: 1181103		Reason for Modification:	
Doc Description: E-Rate Training and Advisory Services		Addendum #1 issued to publish agency responses to all vendor submitted questions and provide spec revisions.	
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2023-03-01	2023-03-08 13:30	CRFQ 0402 EDD2300000001	2

BID RECEIVING LOCATION	
BID CLERK DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON ST E CHARLESTON WV 25305 US	

VENDOR	
Vendor Customer Code: VS0000042393 Vendor Name : Funds For Learning LLC Address : 2575 Kelley Pointe Parkway, Suite 200 Street : City : Edmond State : OK Country : US Zip : 73106 Principal Contact : Kyle Tully Vendor Contact Phone: (405) 341-4140 Extension: 0928	

FOR INFORMATION CONTACT THE BUYER	
Joseph E Hager III (304) 558-2306 joseph.e.hageriii@wv.gov	

Catherine Cruzan, President 		Vendor Signature X	FEIN# 20-2827687	DATE 3/4/2023
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All offers subject to all terms and conditions contained in this solicitation

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Verlyne Jolley

(Address) 2575 Kelley Pointe Parkway, Suite 200

(Phone Number) / (Fax Number) (405) 341-4140 Ext. 0950

(Email address) vjolley@fundsforlearning.com; acct@fundsforlearning.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through WV OASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Funds For Learning LLC

(Company)



(Signature of Authorized Representative)

Catherine Cruzan, President

(Printed Name and Title of Authorized Representative) (Date)

(405) 341-4140

(Phone Number) (Fax Number)

acct@fundsforlearning.com

(Email Address)

SOLICITATION NUMBER: CRFQ 0402 EDD2300000001

Addendum Number: No.01

The purpose of this addendum is to modify the solicitation identified as (“Solicitation”) to reflect the change(s) identified and described below.

Applicable Addendum Category:

- | Modify bid opening date and time
- | Modify specifications of product or service being sought
- | Attachment of vendor questions and responses
- | Attachment of pre-bid sign-in sheet
- | Correction of error
- | Other

Description of Modification to Solicitation:

Addendum issued to publish and distribute the attached documentation to the vendor community.

1. To publish agency responses to all vendor submitted questions
2. To add commodity line 7 for Additional Hours.
3. To add 4.1.2.4.8 to the specifications for Additional Hours.
4. To change 4.1.2.2. to be 475 hours

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

CRFQ EDD2300000001 Addendum 1 - Summary

- 1) To answer vendor question as attached.
- 2) To add commodity line 7 for Additional Hours.
- 3) To add 4.1.2.4.8 to the specifications for Additional Hours.
- 4) To change 4.1.2.2. to be 475 hours

RFI: Questions from vendors for EDD 1181103 E Rate Training

Q.1. Are the hours included in this solicitation 750 year 1/350 year 2/250 year 3 *estimated* goals, or not to exceed estimates?

A. The WVDE does not intend to exceed 750 hours for year 1, 475 hours for year 2, and 300 hours for year 3. Commodity line 7 has been added to wvOASIS to allow for additional hours to be bid at an hourly cost as specified in section 4.1.2.4.8.

REQUEST FOR QUOTATION
E-Rate Training & Advisory Services

SPECIFICATIONS

- 1. PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Education, Office of Data Management & Information Systems to establish a contract for E-rate and ECF Training and Advisory Services to include: information resources, leveraging the vendor's experience and resources, providing expertise and advice to reduce risk and maximize results of the state's participation in the E-rate program. Utilization of the services specified herein shall be limited to the WV Technology Officer, State E-rate Coordinator, and personnel as more fully described in these specifications.

BACKGROUND: The new WV State E-rate Coordinator will need training and advisory services (phone/email support) to facilitate the E-rate filing at the State level and to provide filing support to the school districts. As State E-rate Coordinator, they must be aware of any legislation or rulings related to the FCC and USAC, any orders or procedures, and numerous other events which occur related to the position. This RFQ requests assistance from a vendor to train this position so they may have the background knowledge and expertise to perform the job.

- 2. DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in Section 2 of the General Terms and Conditions.
- 2.1 "Contract Services"** means E-rate and ECF Training and Advisory services as more fully described in these specifications.
- 2.2 "Pricing Page"** means the pages, contained wvOASIS or attached hereto as Exhibit A, upon which Vendor should list its proposed price for the Contract Services.
- 2.3 "Solicitation"** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
- 2.4 "E-Rate Services"** means the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC).
- 2.5 "FCC Form 470"** means "Description of Services Requested and Certification Form" is the first form that must be filed by a school or library in the E-rate application process.
- 2.6 "FCC Form 471"** means "Description of Services Ordered and Certification Form" is the second form that must be filed by a school or library in the E-rate application process. Its purpose is to individually list all contracts and services for which the

REQUEST FOR QUOTATION
E-Rate Training & Advisory Services

applicant is requesting discounts.

- 2.7 **“FCC Form 472”** means (Billed Entity Applicant Reimbursement (BEAR) Form) to request reimbursement from USAC for the discount costs of the eligible products or services approved on the FCC Form 471, and which the applicant has received and paid for in full.
- 2.8 **“FCC Form 486”** means (Receipt of Service Confirmation and Children's Internet Protection Act Certification Form) notifies USAC that the billed entity and/or the eligible entities that it represents is receiving, or has received, service in the relevant funding year from the named service provider(s).
- 2.9 **“Form 500”** means (Funding Commitment Adjustment Request Form) is used to submit changes to funding requests after USAC has issued commitments for those requests.
- 2.10 **“FDCLs”** means Funding Commitment Decision Letters.
- 2.11 **“SPIN”** means a Service Provider Identification Number (SPIN) is a unique nine-digit number assigned to service providers by USAC when an FCC Form 498 is filed.
- 2.12 **“NSLP”** means the National School Lunch Program
- 2.13 **“Percent Needy”** means children who receive free and reduced lunch
- 2.14 **“PIA”** mean Program Integrity Assurance
- 2.15 **“ECF”** means Emergency Connectivity Funds
- 2.16 **“EPC”** means E-rate Productivity Center (EPC) EPC is the account and application management portal for the Schools and Libraries (E-Rate) program. Applicants, consultants, and service providers participating in the E-Rate program use this tool to manage program processes and to submit questions.
- 2.17 **“CIPA”** means Children’s Internet Protection Act (CIP)
- 2.18 **“WVBE”** means West Virginia Board of Education (WVBE)
- 2.19 **“Valid File”** means the state data file used to confirm the E-rate discount rates and entity eligibility for schools and libraries.

REQUEST FOR QUOTATION
E-Rate Training & Advisory Services

3. QUALIFICATIONS: Vendor, or Vendor's staff if requirements are inherently limited to individuals rather than corporate entities, shall have the following minimum qualifications and should submit proof with the bid. Proof may be requested prior to contract award if not submitted with the bid:

- 3.1.** The Vendor must have a minimum of five (5) years of experience providing the services requested in Section 4, at the State Level. Compliance with experience requirement will be determined prior to contract award by the State through references provided by the Vendor upon request.
- 3.2.** Vendor must provide a minimum of 3 references providing similar scope and size of work.
- 3.3.** Vendor must provide a resume for the dedicated person(s) who will be providing the training and advisory services.
- 3.4.** Vendor must be a certified member of E-MPA (E-rate Management Professionals Association).

4. MANDATORY REQUIREMENTS:

4.1 Mandatory Contract Services Requirements and Deliverables: Contract Services must meet or exceed the mandatory requirements listed below.

4.1.1 Vendor must maintain a current level of knowledge of E-rate rules, regulations, and interpretations. It is expected that the Vendor, at its own expense, will participate in annual Schools and Library Division (SLD) training at national levels, and will track new E-rate developments through applicable website monitoring and program-specific teleconferences and listservs mailing lists.

4.1.2 Vendor must provide the following E-rate and ECF Training and Advisory Services to the WV E-rate Coordinator and personnel:

4.1.2.1 Year 1 Training/Advisory Services will be 750 hours of training.
Vendor must provide step-by-step hands-on training via Microsoft Teams to the E-rate Coordinator. This includes but is not limited to:

4.1.2.1.1 Assistance in navigating the USAC website and EPC system.

REQUEST FOR QUOTATION
E-Rate Training & Advisory Services

4.1.2.1.2 Assistance in the review, filing, audit, and appeals related to the USAC.

4.1.2.1.3 Assistance in filing an FCC Form 470 (this will include an RFQ/RFP and using WV Purchasing procedures and/or Policy 8200).

4.1.2.1.4 Assistance in determining the discount rates using enrollment data and percent needy data and creation/review of the Valid File.

4.1.2.1.5 Assistance with filing any and all FCC Forms as needed. This includes but is not limited to FCC Form 471, FCC Form 472, FCC Form 486, and FCC Form 500.

4.1.2.1.6 Assistance with checking the status of WV schools E-rate funding requests.

4.1.2.1.7 Assistance with checking for regulatory and program change proposals, USAC key decision, and other critical information that would impact WV filings.

4.1.2.1.8 Assistance in the coordination of WV specific E-rate and ECF issues among other state E-rate Coordinators and USAC.

4.1.2.1.9 Assistance with filing appeals to USAC on behalf of the WVDE.

4.1.2.1.10 Assistance with the coordination of documents required for filing the State Internet Access E-rate application.

4.1.2.1.11 Assistance with the review of all documents prior to submission by the WV State E-rate Coordinator to USAC or to the vendor(s).

4.1.2.1.12 Assistance with E-rate and ECF audits.

REQUEST FOR QUOTATION
E-Rate Training & Advisory Services

4.1.2.1.13 Assistance with PIA application review

4.1.2.1.14 Assistance with CIPA Compliance

4.1.2.1.15 Provide monthly Status Reports summarizing the work performed during the reporting period, work to be accomplished in subsequent reporting periods, and a summary of any issues or problems (real or anticipated).

4.1.2.1.16 Email and telephone support for designated WVDE personnel must be available Monday through Friday, 8:00AM – 5:00PM EST, with a response within the next business day.

4.1.2.2 Year 2 Training/Advisory will be ~~450~~ **475** hours of training.

4.1.2.3 Year 3 Training/Advisory will be **300** hours of training.

4.1.2.4 Vendor must provide the following Training Services with the WV E-rate Coordinator to the Districts (currently 57 districts):

4.1.2.4.1 Attend Fall E-rate training with the E-rate Coordinator for district training (2 days). This training may be held either face to face (FTF) or virtually depending on funding and approval by State Superintendent. (Pricing page has separate commodity lines for the option FTF or Virtual).

4.1.2.4.2 Provide assistance with developing training materials to support districts participating in the E-rate program.

4.1.2.4.3 Provide guidance for items to include/discuss.

4.1.2.4.4 Provide assistance with preparing and reviewing materials and documents.

4.1.2.4.5 Provide information assistance for related needs/questions for the training.

4.1.2.4.6 Provide assistance to the E-rate Coordinator to provide resources and support for the application of E-rate funding and compliance for the districts.

REQUEST FOR QUOTATION
E-Rate Training & Advisory Services

4.1.2.4.7 Provide assistance to the E-rate Coordinator for optional half day virtual trainings to current and potential E-rate participants.

4.1.2.4.8 Additional Hours not to exceed a total of 100 hour per year. Additional hours will only be allowed if WVDE requires additional training/advisory hours in excess of 750 hours for year 1, 475 hours for year 2, and 300 hours for year 3. Additional hours for training/advisory services must stay within the scope of the services as listed in this contract.

5. CONTRACT AWARD:

5.1 Contract Award: The Contract is intended to provide Agency with a purchase price for the Contract Services. The Contract shall be awarded to the Vendor that provides the Contract Services meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages.

5.2 Pricing Page: Vendor should complete the Exhibit A - Pricing Page by entering the monthly charge per year and price per meeting. The Exhibit A spreadsheet will automatically calculate for Total Bid Amount. Vendor should complete the Pricing Page in full as failure to complete the Pricing Page in its entirety may result in Vendor's bid being disqualified.

Vendor should type or electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: joseph.e.hageriii@wv.gov.

- 6. PERFORMANCE:** Vendor and Agency shall agree upon a schedule for performance of Contract Services and Contract Services Deliverables, unless such a schedule is already included herein by Agency. In the event that this Contract is designated as an open-end contract, Vendor shall perform in accordance with the release orders that may be issued against this Contract.
- 7. PAYMENT:** Agency shall pay monthly or quarterly, in arrears, for services as shown on the Pricing Pages, for all Contract Services performed and accepted under this Contract. Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

REQUEST FOR QUOTATION
E-Rate Training & Advisory Services

- 8. TRAVEL:** Vendor shall be responsible for all mileage and travel costs, including travel time, associated with performance of this Contract. Any anticipated mileage or travel costs may be included in the flat fee or hourly rate listed on Vendor's bid, but such costs will not be paid by the Agency separately.
- 9. FACILITIES ACCESS:** Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:
- 9.1.** Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.
 - 9.2.** Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.
 - 9.3.** Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.
 - 9.4.** Anyone performing under this Contract will be subject to Agency's security protocol and procedures.
 - 9.5.** Vendor shall inform all staff of Agency's security protocol and procedures.

10. VENDOR DEFAULT:

- 10.1.** The following shall be considered a vendor default under this Contract.
- 10.1.1.** Failure to perform Contract Services in accordance with the requirements contained herein.
 - 10.1.2.** Failure to comply with other specifications and requirements contained herein.
 - 10.1.3.** Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

REQUEST FOR QUOTATION
E-Rate Training & Advisory Services

10.1.4. Failure to remedy deficient performance upon request.

10.2. The following remedies shall be available to Agency upon default.

10.2.1. Immediate cancellation of the Contract.

10.2.2. Immediate cancellation of one or more release orders issued under this Contract.

10.2.3. Any other remedies available in law or equity.

11. MISCELLANEOUS:

11.1. Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Verlyne Jolley

Telephone Number: (405) 341-4140 Ext. 0950

Fax Number: _____

Email Address: vjolley@fundsforlearning.com; acct@fundsforlearning.com

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ EDD23*01

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Funds For Learning LLC

Company


Authorized Signature

3/4/2023

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

Revised 6/8/2012

REQUEST FOR QUOTATION
E-Rate Training & Advisory Services

10.1.4. Failure to remedy deficient performance upon request.

10.2. The following remedies shall be available to Agency upon default.

10.2.1. Immediate cancellation of the Contract.

10.2.2. Immediate cancellation of one or more release orders issued under this Contract.

10.2.3. Any other remedies available in law or equity.

11. MISCELLANEOUS:

11.1. Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Verlyne Jolley
Telephone Number: (405) 341-4140 Ext. 0950
Fax Number: _____
Email Address: vjolley@fundsforlearning.com

**Professional Services Proposal
CRFQ 0402-EDD2300000001-1
E-rate Training and Advisory Services**

**Prepared for
West Virginia Department of Education
Office of Data Management & Information
Systems**

**1900 Kanawha Blvd E.
Bldg 6, Rm 550
Charleston, WV 25305**

Solicitation Closing: March 8, 2023



March 3, 2023

West Virginia Department of Education
1900 Kanawha Blvd E., Bldg 6, Rm 550
Charleston, WV 25305

Re: CRFQ-0402-EDD230000001-1

Funds For Learning (FFL) is pleased to provide the West Virginia Department of Education (WVDOE) with this proposal for E-rate Training and Advisory Services. Our goal is to leverage our extensive experience and resources to help minimize risk and complexity and maximize results of the State's participation in the E-rate program.

The E-rate program is a crucial resource to support student Internet access. Along with it come many regulatory and administrative responsibilities. If one procedure is not followed or one regulation not adhered to, an entire application can be denied or indefinitely delayed. The status of one year's application can also negatively impact applications in other funding years.

With so much on the line, it is essential that your funding applications receive the support they deserve -- and we can help. Our team of experienced professionals offers the highest quality service and support to help our clients succeed. More than any other firm, FFL offers:

- **COMMITMENT.** FFL's sole mission and focus is to transform student lives by securing federal funding for student Internet access.
- **CAPACITY.** Knowhow and resources are central to our service. We are one of the nation's largest E-rate consulting firms, and E-rate compliance is the sole focus of our business. FFL clients represent more than 12,285 school and library sites in all 50 states. We represent every type and size of applicant, from single libraries to statewide networks.
- **EXPERIENCE.** Founded in 1997, Funds For Learning has 26 years of E-rate management and consulting experience. We were the first firm in the nation formed solely to provide professional E-rate support.
- **CAPABILITY.** We offer access to E-rate Manager®, an exclusive online system to manage and archive E-rate information and documentation. With ERM, WVDOE will have 24/7 access to its forms, data, historical information, and status reports.

Thank you for taking the time to review this proposal. If you have any questions, please do not hesitate to contact me. On behalf of the entire FFL team, we wish WVDOE the absolute best and look forward to a successful partnership.

Sincerely,



John D. Harrington
Chief Executive Officer

TABLE OF CONTENTS

- 1. Company Profile.....4
- 2. Qualifications and Experience5
- 3. Personnel and Project Management8
- 4. Scope of Services and Deliverables11
- 5. E-rate Manager®13
- 6. Client References16
- 7. Attachments18



1. COMPANY PROFILE

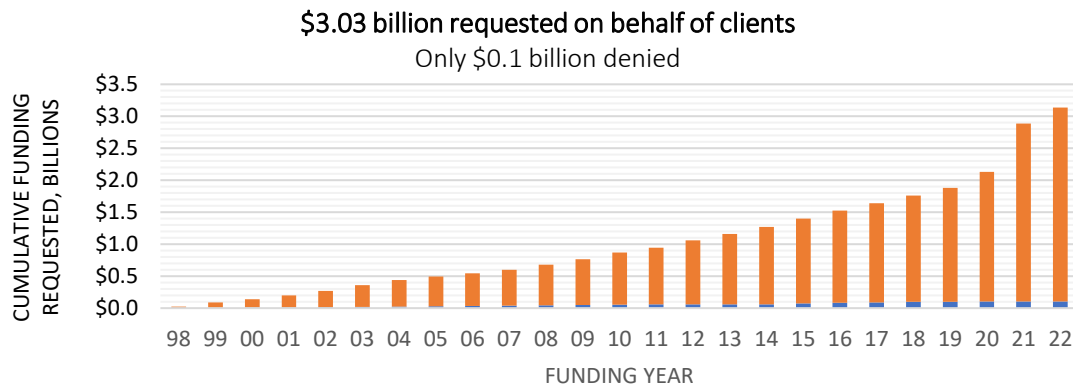
Firm Information	Funds For Learning LLC is an Oklahoma-based limited liability company (date of formation: May 2005).		
Office Location	2575 Kelley Pointe Parkway, Suite 200, Edmond, OK 73013		
Personnel	With 27 employees, our professional team has more than 290 years of combined E-rate experience.		
Areas of Specialization	<p>During our entire history, FFL has focused exclusively on E-rate management and compliance support.</p> <p>We also specialize in a number of areas to carry out our services:</p> <ul style="list-style-type: none"> • Training: FFL has conducted more than 1,000 training sessions, in-person and online. • Appeals: FFL has a strong record of pursuing successful USAC and FCC appeals. • E-rate Manager®: We created E-rate Manager® (ERM), an award-winning E-rate management web site. ERM is a single portal for all E-rate funding information, asset tracking, and stored documentation. It is updated daily with the latest information available from the program Administrator. • Audits: FFL has supported dozens of E-rate applicants in a variety of audits conducted by Arthur Andersen, KPMG, Ernst & Young, USAC and the FCC. 		
Principals	John Harrington, CEO jharrington@fundsforlearning.com (405) 341-4140	Catherine Cruzan, President ccruzan@fundsforlearning.com (405) 471-0965	
Quote and Contract Point of Contact	Kyle Tully, Counsel ktully@fundsforlearning.com (405) 471-0928		
E-rate Consultant Registration Number	16024808		
Contact Information	<u>Direct Phone</u> (405) 341-4140	<u>Email</u> acct@fundsforlearning.com	<u>Website</u> www.fundsforlearning.com

2. QUALIFICATIONS AND EXPERIENCE

Firm Experience

FFL has a long history of successfully guiding schools and libraries through the E-rate process.

- We have prepared more than 29,500 funding requests totaling \$3.03 billion.
- Only \$91 million of those funding requests have been denied.
- We have managed dozens of audits, hundreds of reviews, and thousands of PIA responses.



We also specialize in a number of areas to carry out our services.

- Training: FFL has conducted more than 1,000 training sessions, in-person and online.
- Tools: We created E-rate Manager®, an exclusive online system to manage and archive E-rate projects.
- Certifications: We have 12 Certified E-rate Management Professionals (CEMPs) on staff.
- Appeals: FFL has a strong record of pursuing successful USAC and FCC appeals.
- Audits: We have supported dozens of applicants in a variety of audits.

Expertise and Areas of Specialization

CERTIFIED E-RATE MANAGEMENT PROFESSIONALS

Funds For Learning is a founding member of the E-rate Management Professionals Association (E-mpa®). We helped form the organization, both in terms of legal incorporation and financial support, as well as the development of standards for membership and accreditation. FFL CEO John Harrington served from 2008 to 2012 as the first President of E-mpa®. He and FFL President Cathy Cruzan helped prepare the first Certified E-rate Management Professional (CEMP) exam. FFL's staff includes twelve CEMPs and an E-mpa Board member, and we are active participants in the group's trainings. FFL Certified E-rate Management Professionals include:

- John Harrington (2010)
- Catherine Cruzan (2011)
- Verlyne Jolley (2011)
- Sean Lock (2016)
- Micah Rigdon (2016)
- Brian Stephens (2016)
- Eric Jester (2017)
- Dirk Schroeder (2017)
- Kyle Tully (2020)
- Todd Lawrence (2021)
- Jonathan Wilson (2021)
- Tim Bethke (2022)

More information about E-mpa®, including a membership directory, is available at <http://www.e-mpa.org>.

TRAINING

Over the past 26 years, FFL's E-rate Guides have conducted more than 1,000 training sessions for virtually every audience and level of E-rate expertise. These trainings have included state-sponsored E-rate training for school and library applicants, covering topics like regulatory compliance, detailed product and service eligibility information, application process demonstrations, application review best practices, and invoicing/payment process demonstrations and requirements. In addition to providing training on the practical aspects of E-rate program participation, we are also able to help applicants understand the "why" behind each application. Our core focus is transforming student and library patron lives, and we help applicants connect the dots from bureaucracy and forms to the real-world impact made possible by reliable, high-speed connections to the internet.

FFL employs a number of talented and experienced presenters. In order to maintain engagement during virtual training sessions, we typically conduct events using two or more presenters working in tandem, utilizing a combination of presentation materials and live video. Our events also provide ample time for live questions and answers from the audience, as well as reminders of additional resources that are available to attendees after the conclusion of the event.

Our training sessions offer custom-prepared content and are scheduled around the various stages of the E-rate process. As an example, we find that early fall is an optimal time to discuss E-rate topics like connectivity and infrastructure planning, E-rate procurement, and updating applicant profile information. Other training sessions may be scheduled well in advance of important program deadlines, such as an invoicing seminar two-to-three months before an upcoming invoice deadline.

MY E-RATE GUIDES

With FFL's comprehensive consulting services, we offer complimentary access to our My E-rate Guides online learning events. My E-rate Guides is a professional service providing E-rate applicants with access to timely, expert information, focusing on what applicants need to know. Each event includes training and a community Q/A, allowing applicants to ask questions and learn from others. Clients may also review past events on-demand at their convenience. Sessions are conducted by Certified by E-rate Management Professionals.

APPEALS

FFL has a strong record of pursuing successful USAC and FCC appeals, both on behalf of FFL clients and other E-rate applicants. We have two on-staff attorneys as well as outside counsel. No other firm comes close to FFL's strength and depth of experience when it comes to appeals. To support our team, FFL maintains a comprehensive database of FCC appeal decisions. We also catalog every USAC-related appeal that is submitted via EPC. Having all FCC and USAC appeals further equips our team to prepare and submit meritorious appeals.

AUDITS

FFL has a great deal of experience managing audits. FFL has supported dozens of E-rate applicants in a variety of audits conducted by Cotton and Company, Arthur Andersen, KPMG, Ernst & Young, USAC and the FCC, as well as internal investigations. In addition to our own audit experience, FFL maintains a database of every USAC audit report. FFL uses these audit reports to both guide its day-to-day E-rate work and prepare for specific audits. FFL currently has over 600 audit reports in its database.

FFL CLIENTS

FFL provides various levels of assistance to more than 600 E-rate applicants in all 50 states. In 2022, FFL clients represented 6.54 million students at 12,285 school and library sites. We have a large client base, because we

believe that being the best requires that we see and experience the E-rate program from all angles. We intentionally pursue a diverse range of applicant types, sizes and geographical locations.

E-RATE PROGRAM ADVOCACY

Since the program's earliest days, we have always done whatever we can to improve the E-rate program.

- FCC Public Forum on Improving Administration of the E-rate Program (2003)
- USAC's Task Force on the Prevention of Waste, Fraud and Abuse (2003)
- Petitioned FCC to fund FY2010 internal connections resulting in Funds For Learning Order (2011)
- Submitted petition to request more E-rate funding with over 1,000 signatures (2011)
- Annual E-rate applicant survey (over 1,700 respondents in 2019)

Because of our advocacy work, FFL offers unique insight into FCC rules and regulations. FFL is also an active member in a number of professional and trade organizations, including:

- E-rate Management Professionals Association (E-mpa)
- State E-rate Coordinators' Alliance (SECA)
- Schools, Health & Libraries Broadband Coalition (SHLB)
- Consortium for School Networking (CoSN)
- International Society for Technology in Education (ISTE)

E-RATE MANAGER®

We offer access to E-rate Manager®, an exclusive online system to manage and archive E-rate information and documentation. ERM is a single portal for all E-rate funding information. It is updated daily with the latest information available from the E-rate program administrator. With ERM, FFL clients have secure, 24/7 access to all E-rate data.

The data available in E-rate Manager enables schools and libraries to quickly view their EPC profile information, consortium leads to view their member entities and profile information, and WVDOE to oversee and monitor all profile and funding data for State applicants.

3. PERSONNEL AND PROJECT MANAGEMENT

Personnel

To maintain our expertise and provide consistent quality service, FFL has a team of 27 professionals with more than 270 years of combined E-rate experience. FFL's E-rate Guides have a diverse range of backgrounds, including law, accounting, education, and technology. Below are brief biographies for key Funds For Learning staff.

Todd Lawrence, Coordinator, State Support

FFL Start Date **2021**

Todd Lawrence is a Certified E-rate Management Professional (CEMP). Todd joined FFL after serving as the State E-rate Coordinator for the State of Idaho. In his 7 years as State E-rate Coordinator, Todd provided E-rate program guidance and support to school districts across the state. He manages many large school district and national statewide consortium applications, including Alabama and Arkansas. Todd also conducts E-rate trainings and provides regulatory support to a variety of E-rate stakeholders. Todd has M.Ed and a BS from Boise State University.

Micah Rigdon, Client Service Manager

FFL Hire Date **2005**

Micah Rigdon is a Certified E-rate Management Professional (CEMP). Micah joined FFL in 2005 with a background in client relations and graphic design. He has worked with applicants in planning funding request strategies, navigating the procurement process and preparing applications. Micah currently supports and represents the Alabama State network at industry events. Micah has conducted dozens of training presentations covering the full scope of the E-rate program for districts across the State of Arkansas. Micah earned a B.A. in Interpersonal Communication from the University of Central Oklahoma.

Dirk Schroeder, Client Service Manager

FFL Hire Date **2009**

Dirk Schroeder is a Certified E-rate Management Professional (CEMP). Dirk joined FFL in 2009 with experience in banking, finance, and management. Dirk holds a B.A. in Communication from the University of Oklahoma and has 20 years of client service experience. At FFL, he provides compliance services to a variety of school districts nationwide. Dirk represents the Arkansas Division of Information Systems state network at E-rate industry events. Dirk has a successful record of supporting applicants during PIA and selective reviews, and he specializes in application preparation.

Brian Stephens, Director of Stakeholder Engagement

FFL Hire Date **2003**

Brian Stephens is a Certified E-rate Management Professional (CEMP). Brian received his B.S. in Management Information Systems from the University of Oklahoma and joined FFL in 2003. He provides a full range of support to program stakeholders. Mr. Stephens specializes in the areas of technology, product and service eligibility, cost-allocation methodologies, contracts, and regulatory compliance issues. He also conducts E-rate workshops and training seminars across the country.

Verlyne Jolley, Director of Client Services

FFL Hire Date **2006**

Verlyne Jolley is a Certified E-rate Management Professional (CEMP). Verlyne joined FFL after 10 years of practicing law. Verlyne received her B.A. with Honors in Economics from Oklahoma State University before receiving her Juris Doctorate from the University of Oklahoma. She provides compliance services for several state departments and many of the nation's largest school districts. Verlyne manages applications and audits for the U.S. Virgin Islands Department of Education Consortium. She specializes in audit management and E-rate appeals and regulatory analysis at FFL.

Tim Bethke, Director of Data Services

FFL Hire Date **2003**

Tim Bethke is a Certified E-rate Management Professional (CEMP). Tim received his B.S. in Computer Science from the University of Central Oklahoma, and later joined Funds For Learning in 2003 where he worked as an Information Services developer. He was part of the team that created the E-rate Manager website, a tool that allows E-rate applicants and service providers to effectively manage their organization's E-rate funding information. Tim is responsible for overseeing all technology operations, systems support, and the continued development of tools and information services provided by Funds for Learning.

Kyle Tully, General Counsel

FFL Hire Date **2015**

Kyle Tully is a Certified E-rate Management Professional (CEMP). Kyle is an attorney with eight years of corporate legal experience and serves as a business partner and legal advisor to FFL management. Kyle has extensive E-rate experience and works directly with stakeholders on matters ranging from appeals and audits to advocacy efforts and regulatory issues. Kyle received a B.S. in Economics from Oklahoma State University before receiving his Juris Doctorate from the Oklahoma City University School of Law. Kyle is admitted to practice in Oklahoma and the District of Columbia.

Cathy Cruzan, President

FFL Hire Date **2000**

Cathy Cruzan is a Certified E-rate Management Professional (CEMP). Cathy serves as a principal E-rate consultant for FFL. She has conducted numerous E-rate and funding presentations across the country. She represents program stakeholders in industry organizations for schools and libraries. Cathy serves on the board of directors for the Schools, Health and Libraries Broadband (SHLB) Coalition. Cathy holds a Master of Public Administration from the University of Oklahoma, M.S. in Business Management from Southern Nazarene University, and a B.A. in Public Administration from the University of Central Oklahoma.

John Harrington, CEO

FFL Start Date **1997**

Mr. Harrington is recognized by many as the first full-time E-rate consultant in the country. John is a Certified E-rate Management Professional (CEMP). He is a principal E-rate consultant for FFL and oversees the operations of Funds For Learning. John has conducted over two-hundred and fifty E-rate training seminars. John holds a B.S. in Industrial Engineering and Management from Oklahoma State University. In addition to his role at FFL, Mr. Harrington is a founding member and served from 2008 to 2012 as the President of the E-rate Management Professionals Association (EMPA).

CLIENT SERVICE PHILOSOPHY

FFL client service is built on a team approach. Each FFL team member plays a role in the provision of our services. Assigning multiple staff allows us to share and maintain knowledge while delivering consistent quality service. FFL uses this team approach for the following reasons:

- Having multiple employees each monitoring work provides FFL with a broad base of E rate knowledge, increases accountability, and guards against oversights
- Using a team approach allows individual team members to focus more of their time on those aspects of the E-rate program at which they excel and find professionally stimulating.
- A team-service approach guards FFL clients (and FFL) from over-reliance on one individual.
- FFL can dynamically allocate significant resources to immediately address a customer issue. Over the past 25 years, FFL has developed processes and procedures for dynamically shifting human "bandwidth" to match our clients' needs on a daily, and sometimes, hourly basis.

PROJECT MANAGEMENT


While emphasizing a team-based approach, we recognize the need for strong project oversight and accountability. FFL will designate three primary staff members (a GuideTeam) to manage the services provided to WVDOE. Standing behind them will be our entire team of experts and an award-winning electronic document repository and management system. Your designated contacts will be available and directly accountable for the day-to-day work associated with E-rate applications and will take the lead in preparing all paperwork, conducting meetings, and serving as the primary persons that you communicate with every day.

FFL Director of Client Services, **Verlyne Jolley** (CEMP), will be project manager and directly responsible for the services.

All trainings will be conducted by an experienced, Certified E-rate Management Professional.

E-RATE STRATEGY AND PLANNING MEETINGS

Throughout WVDOE’s engagement with FFL, your GuideTeam members may be contacted directly at any time to answer questions, provide status updates, review documentation, or review milestones and deliverables. In addition, the GuideTeam will schedule recurring strategy and planning meetings on a cadence which aligns with WVDOE’S schedule as well as the deliverables needed during each phase of the E-rate cycle. Scheduled anywhere from weekly to monthly, before each meeting WVDOE will receive an agenda and status report detailing milestones and deliverables, documentation needed and received, action items for both parties, and a status update on E-rate forms, reviews, payments, and other activity. The following is a sample meeting agenda and status report:



Anytown Public Schools

FFL GuideTeam:
 Micah Rigdon Patrick Burke Sean Lock
mrigdon@fundsforlearning.com pburke@fundsforlearning.com slock@fundsforlearning.com

APS Attendee(s): John Doe, Director of Technology; Jane Doe, Purchasing Director

7/1/2022 Meeting Agenda

- **Open Discussion:**
 - Discount method selection for FY22: continue BEAR?
- **APS Action Items:**
 - John to send June 2022 invoice for internet and WAN service
- **FFL Action Items:**
 - Micah is preparing a PIA response and will send for approval
 - Patrick to send FY22 Category Two eligibility list to John
- **Completed Action Items:**
 - Form 486 AP22-48601 certified 6/15/22
- **E-rate Program Deadlines:**
 - FY2021 recurring service invoice deadline: 10/28/22
- **E-rate Planning Discussion:**
 - The district will have five new school sites opening in Fall 2023. Four are existing sites which are getting new buildings and will be continuing with same name, students, and staff
 - The district is considering a Wi-Fi upgrade in FY2023 and would like to get an RFP posted before Thanksgiving.

Form Status								
FY2022								
Form Identifier	Status	Original Amount						
AT22-47101-IA and WAN (Internet and WAN)	ASSIGNED TO IR	\$5,823,765.41						
AT22-47102-C2 (Network Equipment)	ASSIGNED TO IR	\$5,871,450.89						
FY2021								
Form Identifier	Status	Original Amount						
AT21-47101 (WAN & IA FRNS)	APPLICATION WAVE READY	\$5,596,410.82						
AT21-47102 (Network Equipment TEMPLATE)	APPLICATION WAVE READY	\$5,850,671.20						
AT21-47103 (ATVS Network Equipment)	APPLICATION WAVE READY	\$59,526.40						
FY2020								
Form Identifier	Status	Original Amount						
AT20-47223-C1-May	Pending SLD Approval (10/26/2021)	\$431,593.74						
AT20-47224-C1-June	Pending SLD Approval (10/26/2021)	\$434,097.46						
Funding Summary								
Funding Year	Service Provider	Total FRNs	Requested Amount	Committed Amount	Pending Amount	Disbursed Amount	Utilized %	Disbursed (60 Days)
2022	Internet Service Provider	1	\$5,823.8K	\$0.0K	\$5,823.8K	\$0.0K	0%	\$0.0K
2022	C2 Equipment Reseller	14	\$5,871.5K	\$0.0K	\$5,871.5K	\$0.0K	0%	\$0.0K
2021	Internet Service Provider	1	\$5,596.4K	\$0.0K	\$5,596.4K	\$0.0K	0%	\$0.0K
2021	C2 Equipment Reseller	14	\$5,910.2K	\$0.0K	\$5,910.2K	\$0.0K	0%	\$0.0K
2020	Internet Service Provider	1	\$5,339.7K	\$5,339.7K	\$0.0K	\$4,415.3K	83%	\$0.0K
2020	C2 Equipment Reseller	2	\$4,634.5K	\$4,634.5K	\$0.0K	\$4,225.4K	91%	\$0.0K
		33	\$33.2M	\$10.0M	\$23.2M	\$8.6M	87%	\$0

4. SCOPE OF SERVICES AND DELIVERABLES

Scope of Services

During the term of our engagement, FFL will assist and provide guidance to the West Virginia State E-rate Coordinator, Technology Officer, and designated personnel to support the statewide network. FFL will support the State E-rate Coordinator with assistance for all E-rate applications, official forms, and supporting materials necessary for the WVDOE consortium to receive E-rate discounts for the statewide network. In addition, FFL will provide training and guidance to the State E-rate Coordinator to help West Virginia school districts comply with E-rate rules and requirements while leveraging available funding. More specifically, FFL offers the following E-rate services:

PLANNING

- Evaluate existing technology and advise on the eligibility of products and services
- Consult with E-rate coordinator to determine a filing strategy for the statewide consortium
- Review funding history and recommend strategies to leverage all available E-rate discounts

PROCUREMENT

- Provide guidance and best practices concerning the program's competitive bidding rules
- Review E-rate related language in RFPs for compliance
- Assist E-rate Coordinator with preparation and review FCC Form 470

APPLICATION

- Determine and calculate E-rate discount rates
- Assist E-rate Coordinator with review and preparation of state network FCC Form 471
- Provide guidance on program integrity assurance (PIA) reviews, payment quality assurance (PQA) reviews, selective reviews, and any other reviews and inquiries

RECEIPT OF FUNDING/SERVICES

- Assist E-rate Coordinator with funding paperwork, including FCC Form 486, FCC Form 472, and FCC Form 500
- Monitor funding requests and funding commitments
- Assist and advise E-rate Coordinator on agreement end-date, service end-date and/or invoice deadline extension requests
- Provide guidance and training on CIPA requirements
- Advise E-rate Coordinator on appeals and requests for waivers
- Advise E-rate Coordinator on audits and best practices for managing audits

RECEIPT OF DISCOUNTS

- Provide and maintain an online database of all E-rate forms, bid documents, contracts, invoices, and payment paperwork in accordance with E-rate program document retention rules
- Assist E-rate Coordinator track invoices, reconcile disbursements and coordinate with service providers regarding FRN line items, invoice dates, formats, and discounts
- Help E-rate Coordinator with product/service substitution requests
- Provide state network application alerts for important deadlines, including contract expiration dates and filing deadlines for all forms and submissions

ONGOING REPORTING AND SUPPORT

- Monthly electronic status reports and updates
- E-rate program news and analysis via FFL's weekly newsletter
- Access to E-rate Manager®, a web-based portal giving designated WVDOE staff 24/7 access to all E-rate funding information
- Training and assistance navigating the USAC and E-rate Productivity Center (EPC) websites
- Email and phone support for designated WVDOE personnel (Monday – Friday from 7:00am – 6:00pm CT with response times within one (1) business day)

TRAINING SERVICES WITH WEST VIRGINIA E-RATE COORDINATOR

- Two-day Fall E-rate training for West Virginia school districts (in-person or virtual, as requested)
- Provide E-rate Coordinator with program guidance, materials, and related E-rate training
- Provide resources and support to help West Virginia school districts comply with E-rate program rules and requirements
- Provide guidance on proposed regulatory and program changes and developments impacting West Virginia schools and districts

5. E-RATE MANAGER®

E-Rate Manager®

FFL offers access to E-rate Manager® (“ERM”), an award-winning E-rate management web site. ERM is a single portal for all E-rate funding information, asset tracking, and stored documentation. It is updated daily with the latest information available from the E-rate program administrator. With ERM, FFL clients have 24/7 access to all E-rate data and information.

REPORTING

In addition to regular status reporting provided for regularly scheduled E-rate strategy and planning meetings, WVDOE will have access to E-rate data and status reporting on-demand, as well as regular updates on E-rate news, analysis, and commentary.

On-Demand Reports

E-rate Manager® provides FFL clients real time access to all of their E-rate records and activity. Authorized staff will have access to all funding commitments, forms, and other E-rate activity.

Funding request summary

> My Funding > My Funding - All Requests

Summary	All	2022	2021	2020	2019	More	Download	Table Options
Year	Requests	Pre-Discount	Requested	Committed	Pending	Rejected	SLD Disbursements	Utilization %
2022	1	\$4,855,810.32	\$4,175,996.88	\$4,175,996.88	\$0.00	\$0.00	\$0.00	0%
2021	2	\$2,345,262.00	\$2,013,938.04	\$2,013,938.04	\$0.00	\$0.00	\$2,011,295.57	100%
2020	3	\$3,483,888.50	\$2,993,200.03	\$2,993,200.03	\$0.00	\$0.00	\$2,281,837.46	76%
2019	66	\$5,031,729.87	\$4,217,912.15	\$4,035,849.19	\$0.00	\$182,062.96	\$4,030,605.16	100%
2018	59	\$5,795,438.16	\$4,758,502.50	\$3,406,825.44	\$1,102,079.81	\$249,597.25	\$2,874,902.43	84%
2017	68	\$5,721,230.95	\$4,647,150.09	\$3,587,743.09	\$0.00	\$1,059,407.00	\$2,881,808.12	80%
2016	66	\$5,622,697.91	\$4,550,482.11	\$4,313,640.45	\$0.00	\$236,841.66	\$3,584,080.70	83%

Application status updated daily

E-rate Funding Status

By: Application Number

2023 2022 2021


Form 471	Nickname	Status	Review Status	Form History
221020670	(None)	COMPLETE	FCDL ISSUED	

Form 470 Status

2023 2022 2021

Application Number	Identifier	Status
220000818	FY2022 NET2 Form 470	n/a
220014475	FY2022 State Schools Data Circuits	n/a

Funding Year FRN view



Brian Stephens | West Virginia State Dept Of Ed (BEN 126678)
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Search


My Funding > Forms > Compliance > My Funding > My Funding - All Requests

Summary All 2022 2021 2020 2019 More Download Table Options

Service Provider	Description/Note	Form 470	Form 471	FRN	Svc Cat	Disc %	Requested	Committed	Rejected	FCDL Date	
Verizon Business Global LLC	Fy2021 Backhaul Backbone	160028619	211012607	2199015624		80%	\$39,830.40	\$39,830.40	\$0.00	04/22/2021	
West Virginia Network (WVNET)	Fy2021 Internet Access	210002505	211012615	2199017491		86%	\$1,974,107.64	\$1,974,107.64	\$0.00	06/10/2021	
							2	\$2,013,938.04	\$2,013,938.04	\$0.00	

Maximize and streamline your E-rate applications. Find out more

FRN detail view



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Search

My Funding > Forms > Compliance > My Funding > Funding Request 2299027274

View Options: Request Details, Line Items, FRN History, Associated Forms, Invoice Checkup, SLD Checkbook, Associated Sites, Associated Archive Items, FRN as Submitted

I Want To...: Start a Form 486, Start a Form 500, Start a BEAR Form, Request a SPIN Change, Request a Product Substitution, Notify SLD of Equipment Transfer

Help & Resources: E-rate Overview

Service Provider West Virginia Network (WVNET) (SPIN) (143012366) **Status** Funded **Description/Note** Fy2022 Internet Access **Edit**

Service Category Internet Access **Discount Rate** 86% **Location** 876 sites

Funding Year 2022 **Funding Commitment** \$4,175,996.88 **FRN** 2299027274

Details	Line Items	FRN History	Forms	Invoice Checkup	SLD Checkbook	More
FCDL Date	05/12/2022	Pre-Discount		\$4,855,810.32	Form 471	221020670
Form 471 Service Start Date	07/01/2022	Requested		\$4,175,996.88	Form 471 Request Identifier	Fy2022 Internet Access
Submitted 486 Service Start Date		Committed		\$4,175,996.88	Form 470	210002505
486 Service Start Date	07/01/2022	ERM Debits		\$0.00	SLD Explanation	MR1:In consultation with the applicant, 17025312 SPECIAL EDUCATIONTITLE I has been added to FRN 2299027274 Line Item Number (s) .001. IIMR2:FRN modified in accordance with a RAL request. IIMR3:Based on the applicant's request, the Monthly Recurring Eligible Cost of the FRN's Product and Service Detail was changed from \$391,469.88 to \$404,650.86. IIMR4:In consultation with the applicant, 16021050 WYOMING COUNTY SCHOOL DISTRICT CENTRAL OFFICE has been removed from FRN 2299027274 line item .002.
Last Date to Invoice (DRT)*	10/30/2023	ERM Balance		\$4,175,996.88	MR1:17025312 SPECIAL EDUCATIONTITLE (child) has been added to related entity 126697 LOGAN COUNTY SCHOOL DISTRICT to FCC Form 471 application at the request of the applicant. IIMR2:The Name associated with the Entity Number 17030278 has been changed from Genesis to Genesis Youth Center in accordance with applicant supplied documentation. A IIMR3:FRN(s) modified in accordance with a RAL request.	
Contract Expiration Date	06/30/2023	SLD Balance		\$4,175,996.88	Wave	004
Contract Number	AMA EDD210000009	Contract Award Date	03/12/2021	Payment Method Requested	Incomplete Edit	Most Recent SLD Case No.
Billing Account Number		Payment Method Established	NOT SET	Date Request Filed	Edit	

* NOTE: The Last Date to Invoice may not be correct if the date of the related Form 486 Notification Letter is later than the date in the Installation Deadline. In that case, the last date for receipt or postmark of an invoice is 120 days after the date of the Form 486 Notification Letter or the date featured below, whichever is later.

State-level Reporting

Select	Applicant (BEN)	Requests	Pre-Discount	Requested	Committed	Pending	Disbursed	Rejected	Utilization %
<input type="checkbox"/>	Barbour County School District (126766)	1	\$79,896.00	\$71,906.40	\$71,906.40	\$0.00	\$41,945.40	\$0.00	58%
<input type="checkbox"/>	Berkeley Co School District (126681)	1	\$328,800.00	\$263,040.00	\$263,040.00	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Beth Haven Christian School (210363)	1	\$9,480.00	\$2,370.00	\$0.00	\$2,370.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Boone County School District (126667)	1	\$205,827.00	\$185,244.30	\$185,244.30	\$0.00	\$108,059.14	\$0.00	58%
<input type="checkbox"/>	Braxton County School District (126782)	2	\$59,496.00	\$53,546.40	\$53,546.40	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Brooke County School District (126722)	4	\$92,634.48	\$74,107.58	\$74,107.58	\$0.00	\$58,374.02	\$0.00	79%
<input type="checkbox"/>	Cabell County Public Library System (126702)	1	\$11,940.00	\$10,746.00	\$10,746.00	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Cabell County Schools (126704)	1	\$261,240.00	\$235,116.00	\$235,116.00	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Calhoun County School District (126731)	1	\$73,352.04	\$66,016.84	\$66,016.84	\$0.00	\$38,509.78	\$0.00	58%
<input type="checkbox"/>	Central Catholic High School (27231)	3	\$56,200.64	\$22,480.26	\$22,480.26	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Ceredo Kenova Mem Pub Library System (126692)	1	\$1,253.52	\$1,128.17	\$1,128.17	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Charles W Gibson Library (126741)	1	\$1,595.00	\$1,435.50	\$1,435.50	\$0.00	\$704.70	\$0.00	49%
<input type="checkbox"/>	Clay County Public Library (126664)	1	\$875.10	\$787.59	\$787.59	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Clay County School District (126665)	1	\$81,948.00	\$73,753.20	\$73,753.20	\$0.00	\$43,022.70	\$0.00	58%
<input type="checkbox"/>	Community Action Of Southeastern Wv Head Start Program (16044382)	3	\$61,103.16	\$54,992.84	\$54,992.84	\$0.00	\$25,437.15	\$0.00	46%
<input type="checkbox"/>	Corpus Christi School (27246)	2	\$8,278.80	\$3,311.52	\$815.52	\$0.00	\$0.00	\$2,496.00	0%
<input type="checkbox"/>	Craft Memorial Library (126649)	1	\$819.48	\$737.53	\$737.53	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Doddridge County School Dist (126773)	3	\$122,035.00	\$109,831.50	\$109,831.50	\$0.00	\$68,296.50	\$0.00	62%
<input type="checkbox"/>	Eastern Panhandle Prep (17030698)	2	\$32,714.00	\$26,171.20	\$26,171.20	\$0.00	\$11,129.88	\$0.00	43%
<input type="checkbox"/>	Fairmont Catholic School (27559)	3	\$16,795.54	\$6,718.21	\$6,718.21	\$0.00	\$196.00	\$0.00	3%
<input type="checkbox"/>	Fayette County Child Development, Inc (16050845)	3	\$6,519.48	\$5,867.53	\$5,867.53	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Fayette County Public Library System (126710)	2	\$1,577.76	\$1,419.98	\$1,419.98	\$0.00	\$710.00	\$0.00	50%
<input type="checkbox"/>	Fayette County School District (126709)	1	\$236,976.00	\$213,278.40	\$213,278.40	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Gilmer County School District (126760)	1	\$43,560.00	\$39,204.00	\$39,204.00	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Grant County School District (126800)	1	\$95,027.04	\$85,524.34	\$85,524.34	\$0.00	\$49,889.16	\$0.00	58%
<input type="checkbox"/>	Greenbrier County School Dist (126657)	4	\$286,338.02	\$248,906.76	\$248,906.76	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Hamlin-Lincoln County Public Library System, Inc (126690)	1	\$4,302.00	\$3,871.80	\$3,871.80	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Hampshire County School Dist (126793)	2	\$198,876.00	\$159,100.80	\$159,100.80	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Hancock County School District (126720)	2	\$82,360.80	\$65,888.64	\$65,888.64	\$0.00	\$0.00	\$0.00	0%
<input type="checkbox"/>	Hardy County School District (126797)	2	\$172,489.79	\$151,506.78	\$151,506.78	\$0.00	\$66,021.12	\$0.00	44%

News, Analysis, and Commentary

FFL will provide regular reports and updates as events occur related to funding requests, USAC activity, etc. Our website and weekly newsletter is considered a premier resource within the E-rate industry and we are frequently cited in education newspapers and websites.

6. CLIENT REFERENCES

Below are client references for whom FFL provides a similar scope of services. We encourage you to contact each client reference regarding their history and experience working with FFL.

Client	Contact Name and Information	Engagement Date
<p>State of Alabama Alabama Supercomputer Authority</p> <p>1,497 Sites / 1,498,969 students</p> <p>Scope of Work:</p> <ul style="list-style-type: none"> State network E-rate application Annual funding requests average \$20 million 	<p>Debra Wallace Chief Executive Officer</p> <p>401 Adams Ave., Ste 764, Montgomery, AL 36130</p> <p>(334) 242-0100</p> <p>dwallace@asc.edu</p>	2014 - 2023
<p>State of Arkansas Arkansas Division of Information Systems</p> <p>1,138 Sites / 729,563 students</p> <p>Scope of Work:</p> <ul style="list-style-type: none"> State network E-rate application State E-rate Coordinator support In-person E-rate training across the State Statewide E-rate Manager® licenses Statewide helpdesk support Annual funding requests average \$16 million 	<p>Don McDaniel, Director, Enterprise Network Services</p> <p>1 Capitol Mall, P.O. Box 3155, Little Rock, AR 72201</p> <p>(501) 682-5027</p> <p>don.mcdaniel@arkansas.gov</p>	2014 - 2023
<p>U.S. Virgin Islands Virgin Islands Department of Education</p> <p>10,902 / 32 sites</p> <p>Scope of Work:</p> <ul style="list-style-type: none"> State network E-rate application State E-rate coordinator support Annual funding requests average \$4.4 million 	<p>Rodney Hendrickson, Director, Information Technology</p> <p>1834 Kongens Gade, St. Thomas, Virgin Islands 00802</p> <p>(340) 642-5353</p> <p>rodney.hendrickson@vide.vi</p>	2008 – 2023

7. ATTACHMENTS

The following documents are included in the pages that follow:

- Resumes for Key Staff
- Funds For Learning Standard Service Agreement (Sample)
 - If awarded the contract, FFL proposes to incorporate the terms of the service agreement into the resulting contract. FFL agrees that the terms of the RFP (including all addenda and attachments) and proposal will take precedence in the event of any conflict/inconsistency between the service agreement and those in the RFP and proposal.