



To: Members of the Board of Education

From: Dennis L. Carpenter, Ed.D.
Dawn Smith, Ed.D., Assistant Superintendent of Operations

Date: May 21, 2026

RE: Approval of E-Rate Professional Services Agreement – Infinity Communications and Compliance

Rationale:

Board ratification is required to authorize the District to enter into a professional services agreement with Infinity Communications and Compliance, Inc. to provide E-Rate consulting and compliance management services. Ratification ensures the District has specialized support necessary to manage the complex E-Rate application, procurement, compliance, reimbursement, and reporting process.

Background information:

Participation in the E-Rate program requires compliance with extensive federal procurement, application, documentation, reimbursement, and audit requirements. Infinity Communications and Compliance, Inc. specializes in E-Rate consulting and compliance services for school districts and other educational entities. Under the proposed agreement, Infinity will assist the District with E-Rate program management activities including strategic planning, filing required FCC forms, managing Requests for Proposal (RFPs), bid evaluations, reimbursement processes, document retention, audit assistance, and ongoing compliance monitoring. These consulting services are essential to helping the District maximize available E-Rate funding opportunities while reducing compliance risk and ensuring adherence to federal program requirements.

Cost Analysis:

The agreement includes an annual base fee of \$5,500 for Category One E-Rate professional services. The contract term begins July 1, 2026 and continues through June 30, 2029, for a total contract cost of 16,500. Unlike E-Rate eligible hardware and infrastructure projects, these consulting services are paid directly from the District’s operating budget and are not reimbursable through E-Rate funding. However, the services support the District’s ability to successfully secure, manage, and remain compliant with E-Rate funding requirements, which helps offset significant technology infrastructure costs through federal reimbursements. Additional services outside the scope of the agreement would require separate authorization and may be billed at the hourly rates outlined in the agreement.

Connection with District initiatives and Board Policy:

Policy DJF-1: PURCHASING and Administrative Procedure: DJF-1-AP(1): PURCHASING

Recommendation:

The Superintendent recommends approval of the professional services agreement with Infinity Communications and Compliance, Inc. for E-Rate consulting and compliance management services for the period of July 1, 2026 through June 30, 2029, for a total contract cost of \$16,500.