

**RESOLUTION APPROVING LIBRARY HOTSPOT AGREEMENTS AND AMENDMENTS WITH VARIOUS COUNTY LIBRARIES AND THE ASHTABULA COUNTY BOARD OF COMMISSIONERS**

WHEREAS, Commissioner J. P. Ducro has presented the following library hotspot agreements and amendments for the approval of the Board, to-wit:

- Scope:** Provide additional hotspots to area libraries for use by their patrons
- Cost:** Not to Exceed, \$10,000.00 (\$2,000.00 payable to each library)
- Libraries:** Kingsville Public Library, 6006 Academy St., Kingsville, OH 44048  
Andover Public Library, 142 West Main St., Andover, OH 44003  
Henderson Memorial Public Library, 54 E. Jefferson St., Jefferson, OH 44047  
Rock Creek Public Library, 2988 High St., Rock Creek, OH 44084  
Harbor-Topky Memorial Library, 1633 Walnut Blvd., Ashtabula, OH 44004
- Term:** varies per agreement
- Amendment:** increase the number of hotspots, extend term of agreement until the exhaustion of the funding allocated for the project and language additions.

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Agreement noted above is approved in accordance with the copy now on file in this office.

BE IT FURTHER RESOLVED that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

**Resolution No. 2025-147**

**March 18, 2025**

**RESOLUTION APPROVING LIBRARY HOTSPOT AGREEMENTS AND  
AMENDMENTS WITH VARIOUS COUNTY LIBRARIES AND THE ASHTABULA  
COUNTY BOARD OF COMMISSIONERS**

**Upon the motion of Casey R. Kozlowski, seconded by Kathryn L. Whittington.**

**VOTE:**

**J.P. Ducro IV**

**Aye**

**Casey R. Kozlowski**

**Aye**


**Kathryn L. Whittington**

**Aye**

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.

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Crystal Sturgill, Clerk of the Board *Acting*  
Board of County Commissioners  
Ashtabula County, Ohio

## Library Hotspot Agreement

### Agreement for Funding Hotspots for Library Patrons

This Agreement ("Agreement") is entered into as of **March 10, 2025** by and between Ashtabula County Board of Commissioners located at 25 West Jefferson Street, Jefferson, OH 44047 ("Funding Entity"), and **Henderson Memorial Public Library, 54 E Jefferson Street, Jefferson, Ohio 44047** ("Library"), collectively referred to as the "Parties."

**1. Purpose.** The purpose of this Agreement is to provide funding for the lease of mobile hotspots ("Hotspots") for a period of 12 months, enabling the Library to make them available for loan to its patrons to increase access to internet services.

**2. Responsibilities of the Funding Entity** The Funding Entity agrees to:

- 2.1. Provide funding in the amount of **\$2,000.00** to cover the costs associated with leasing **Four (4)** hotspots and related service fees for a 12-month period.
- 2.2. Disburse the funds to the Library upon execution of this Agreement receipt of the invoice.
- 2.3. Provide any necessary documentation to comply with reporting or auditing requirements related to the funding.

**3. Responsibilities of the Library** The Library agrees to:

- 3.1. Lease **four (4)** Hotspots for a 12-month period from **Verizon** or another approved vendor.
- 3.2. Ensure that the Hotspots are available for loan to Library patrons according to its established lending policies.
- 3.3. Maintain proper records of the usage and condition of the Hotspots, including tracking their check-out and return by patrons.
- 3.4. Provide a report to the Funding Entity at the end of the 12-month period, detailing the use and impact of the Hotspots, including but not limited to the number of patrons served and feedback received.
- 3.5. Return any unused funds to the Funding Entity if the total cost of leasing the Hotspots is less than the provided funding.

**4. Term of Agreement** This Agreement shall commence on **March 10, 2025** and remain in effect until **March 10, 2026** unless terminated earlier as provided herein.

**5. Termination** This Agreement may be terminated at the end of the 12 month period or by either Party with 30 days' written notice to the other Party. Upon termination, the Library shall provide a final report to the Funding Entity and return any unused funds.

**6. Indemnification** Each Party agrees to indemnify, defend, and hold harmless the other Party from any claims, liabilities, damages, or expenses arising out of or related to its performance under this Agreement.

**7. Governing Law** This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

**8. Entire Agreement** This Agreement constitutes the entire understanding between the Parties and supersedes all prior agreements, representations, or negotiations related to the subject matter herein.

**9. Amendment** This Agreement may be amended only by a written instrument signed by both Parties.

**10. Notices** Any notices required under this Agreement shall be sent to the following addresses:

**Funding Entity:**

Ashtabula County Board of Commissioners  
25 West Jefferson St.  
Jefferson, OH 44047  
[commissioners@ashtabulacounty.us](mailto:commissioners@ashtabulacounty.us)  
(440) 576-3750

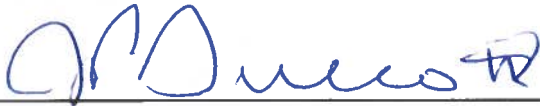
**Library:**

Henderson Memorial Public Library  
54 E Jefferson Street  
Jefferson, OH 44047

Attn: Karen Pierce

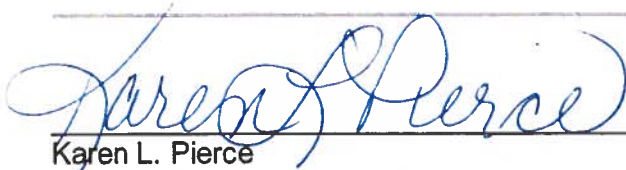
IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

Ashtabula County Board of Commissioners



J. P. Ducro IV, Board President

Date: 3/18/25



Karen L. Pierce  
Director]  
Henderson Memorial Public Library

Date: March 8, 2025

**AMENDMENT TO LIBRARY HOTSPOT AGREEMENT BETWEEN THE ASHTABULA COUNTY COMMISSIONERS AND \_\_\_Henderson Memorial Public Library\_\_\_**

The Ashtabula County Board of Commissioners are presenting an amendment to the Agreement with \_\_\_Henderson Memorial Public Library\_\_\_\_\_ to allow for additional hotspots, increase funds and extend the term.

The parties agree to enter into this First Amendment to the Agreement, as follows:

- 1. Increase the number of hotspots to a maximum of 10, with any increased cost to vendor.**
- 2. The term of this agreement shall be extended from one (1) year to a period that coincides with the exhaustion of the funding allocated for the project. The agreement shall automatically terminate upon the depletion of the funding, unless otherwise mutually agreed upon in writing by both parties.**
- 3. Language additions:**
  - a. Funds are being utilized in compliance with 2 CFR Part 200.
  - b. Quarterly reports (statements from the vendor) shall be submitted to [kmlamson@ashtabulacounty.us](mailto:kmlamson@ashtabulacounty.us) showing the reduction of funds. All records in regards to this purchase will be maintained for the length of three years after the close of this agreement, and be made available for review by Connect Humanity or the Appalachian Regional Commission.
  - c. Federal Award Information

This contract is funded through a grant awarded to Connect Humanity by the Appalachian Regional Commission (ARC). The County of Ashtabula is a subrecipient of this federal grant and is using these funds to provide hotspots at area libraries.

The following federal award details apply:

    - Federal Grantor Agency: Appalachian Regional Commission (ARC)
    - Pass-Through Entity: Connect Humanity
    - Subrecipient: City of Ashtabula
    - Federal Award Identification Number (FAIN): MU-21004-23
    - Assistance Listing Number (formerly CFDA): 23.002
    - Total Federal Funds Obligated Under This Contract: \$X
    - Period of Performance: [Start Date] to [End Date]
    - Federal Compliance Requirements: This contract is subject to the Uniform Guidance (2 CFR 200), including but not limited to:
      - Allowable Costs & Cost Principles (2 CFR 200.400-475)
      - Procurement Standards (2 CFR 200.317-327)
      - Record Retention & Access (2 CFR 200.334-338)
      - Reporting Requirements (2 CFR 200.328-329)
      - Prohibited Use of Federal Funds for Lobbying (2 CFR 200.450)

**4. All other terms and conditions of the original agreement remain in full force and effect.**

IN WITNESS WHEREOF, the Parties have executed this Amendment to the Agreement as of the date below.

\_\_\_\_Henderson Memorial Public Library\_\_\_\_  
Library

Date: \_\_\_\_ March 7, 2025 \_\_\_\_\_

Ashtabula County Commissioners:

\_\_\_\_  
\_\_\_\_  
\_\_\_\_

Date: 3/18/25

## Library Hotspot Agreement

### Agreement for Funding Hotspots for Library Patrons

This Agreement ("Agreement") is entered into as of 3/07/2025, by and between Ashtabula County Board of Commissioners located at 25 West Jefferson Street, Jefferson, OH 44047 ("Funding Entity"), and [Rock Creek Public Library, located at 2988 High Street, Rock Creek, Ohio 44084] ("Library"), collectively referred to as the "Parties."

**1. Purpose.** The purpose of this Agreement is to provide funding for the lease of mobile hotspots ("Hotspots") for a period of 12 months, enabling the Library to make them available for loan to its patrons to increase access to internet services.

**2. Responsibilities of the Funding Entity** The Funding Entity agrees to:

- 2.1. Provide funding in the amount of \$2,000 to cover the costs associated with leasing three (3) hotspots and related service fees for a 12-month period.
- 2.2. Disburse the funds to the Library upon execution of this Agreement receipt of the invoice.
- 2.3. Provide any necessary documentation to comply with reporting or auditing requirements related to the funding.

**3. Responsibilities of the Library** The Library agrees to:

- 3.1. Lease three (3) Hotspots for a 12-month period from [Verizon] or another approved vendor.
- 3.2. Ensure that the Hotspots are available for loan to Library patrons according to its established lending policies.
- 3.3. Maintain proper records of the usage and condition of the Hotspots, including tracking their check-out and return by patrons.
- 3.4. Provide a report to the Funding Entity at the end of the 12-month period, detailing the use and impact of the Hotspots, including but not limited to the number of patrons served and feedback received.
- 3.5. Return any unused funds to the Funding Entity if the total cost of leasing the Hotspots is less than the provided funding.

**4. Term of Agreement** This Agreement shall commence on March 07, 2025 and remain in effect until March 07, 2025 unless terminated earlier as provided herein.

**5. Termination** This Agreement may be terminated at the end of the 12 month period or by either Party with 30 days' written notice to the other Party. Upon termination, the Library shall provide a final report to the Funding Entity and return any unused funds.

**6. Indemnification** Each Party agrees to indemnify, defend, and hold harmless the other Party from any claims, liabilities, damages, or expenses arising out of or related to its performance under this Agreement.

7. **Governing Law** This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

8. **Entire Agreement** This Agreement constitutes the entire understanding between the Parties and supersedes all prior agreements, representations, or negotiations related to the subject matter herein.

9. **Amendment** This Agreement may be amended only by a written instrument signed by both Parties.

10. **Notices** Any notices required under this Agreement shall be sent to the following addresses:

**Funding Entity:**


Ashtabula County Board of Commissioners  
25 West Jefferson St.  
Jefferson, OH 44047  
[commissioners@ashtabulacounty.us](mailto:commissioners@ashtabulacounty.us)  
(440) 576-3750

**Library:**

**Rock Creek Public Library**  
2988 High Street  
Rock Creek, Ohio 43920  
Attn: Kate Burke-Rosales

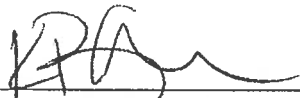
IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

Ashtabula County Board of Commissioners

  
\_\_\_\_\_  
J. P. Ducro IV, Board President

3/18/25

Date: 3/7/2025

  
\_\_\_\_\_  
Kate Burke-Rosales; Fiscal Officer  
Rock Creek Public Library

Date: 3/07/2025

## AMENDMENT TO LIBRARY HOTSPOT AGREEMENT BETWEEN THE ASHTABULA COUNTY COMMISSIONERS AND Rock Creek Public Library

The Ashtabula County Board of Commissioners are presenting an amendment to the Agreement with Rock Creek Public Library to allow for additional hotspots, increase funds and extend the term.

The parties agree to enter into this First Amendment to the Agreement, as follows:

1. **Increase the number of hotspots to a maximum of 10, with any increased cost to vendor.**
2. **The term of this agreement shall be extended from one (1) year to a period that coincides with the exhaustion of the funding allocated for the project. The agreement shall automatically terminate upon the depletion of the funding, unless otherwise mutually agreed upon in writing by both parties.**
3. **Language additions:**
  - a. Funds are being utilized in compliance with 2 CFR Part 200.
  - b. Quarterly reports (statements from the vendor) shall be submitted to [kmlamson@ashtabulacounty.us](mailto:kmlamson@ashtabulacounty.us) showing the reduction of funds. All records in regards to this purchase will be maintained for the length of three years after the close of this agreement, and be made available for review by Connect Humanity or the Appalachian Regional Commission.
  - c. Federal Award Information

This contract is funded through a grant awarded to Connect Humanity by the Appalachian Regional Commission (ARC). The City of Ashtabula is a subrecipient of this federal grant and is using these funds to provide hotspots to patrons.

The following federal award details apply:

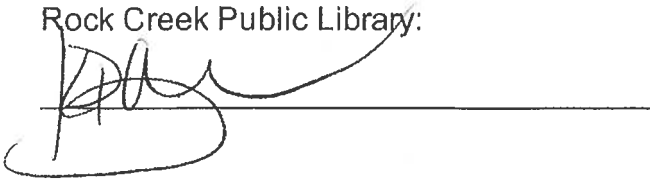
    - Federal Grantor Agency: Appalachian Regional Commission (ARC)
    - Pass-Through Entity: Connect Humanity
    - Subrecipient: City of Ashtabula
    - Federal Award Identification Number (FAIN): MU-21004-23
    - Assistance Listing Number (formerly CFDA): 23.002
    - Total Federal Funds Obligated Under This Contract: \$X
    - Period of Performance: [Start Date] to [End Date]
    - Federal Compliance Requirements: This contract is subject to the Uniform Guidance (2 CFR 200), including but not limited to:
      - Allowable Costs & Cost Principles (2 CFR 200.400-475)
      - Procurement Standards (2 CFR 200.317-327)
      - Record Retention & Access (2 CFR 200.334-338)
      - Reporting Requirements (2 CFR 200.328-329)
      - Prohibited Use of Federal Funds for Lobbying (2 CFR 200.450)

4. All other terms and conditions of the original agreement remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment to the Agreement as of the date below.

Rock Creek Public Library:

Date: 3/07/2025

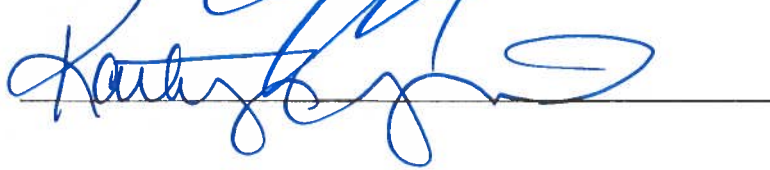
  
\_\_\_\_\_

Ashtabula County Commissioners:

  
\_\_\_\_\_

  
\_\_\_\_\_

Date: 3/8/25

  
\_\_\_\_\_

## Library Hotspot Agreement

### Agreement for Funding Hotspots for Library Patrons

This Agreement ("Agreement") is entered into as of 03/01/2025, by and between Ashtabula County Board of Commissioners located at 25 West Jefferson Street, Jefferson, OH 44047 ("Funding Entity"), and Kingsville Public Library, 6006 Academy St, Kingsville, OH 44048 ("Library"), collectively referred to as the "Parties."

**1. Purpose.** The purpose of this Agreement is to provide funding for the lease of mobile hotspots ("Hotspots") for a period of 12 months, enabling the Library to make them available for loan to its patrons to increase access to internet services.

**2. Responsibilities of the Funding Entity** the Funding Entity agrees to:

2.1. Provide funding in the amount of \$2000.00 to cover the costs associated with leasing four (4) hotspots and related service fees for a 12-month period.

2.2. Disburse the funds to the Library upon execution of this Agreement receipt of the invoice.

2.3. Provide any necessary documentation to comply with reporting or auditing requirements related to the funding.

**3. Responsibilities of the Library** the Library agrees to:

3.1. Lease four (4) Hotspots for a 12-month period from Verizon or another approved vendor.

3.2. Ensure that the Hotspots are available for loan to Library patrons according to its established lending policies.

3.3. Maintain proper records of the usage and condition of the Hotspots, including tracking their check-out and return by patrons.

3.4. Provide a report to the Funding Entity at the end of the 12-month period, detailing the use and impact of the Hotspots, including but not limited to the number of patrons served and feedback received.

3.5. Return any unused funds to the Funding Entity if the total cost of leasing the Hotspots is less than the provided funding.

**4. Term of Agreement** This Agreement shall commence on 03/01/2025 and remain in effect until 02/28/2026 unless terminated earlier as provided herein.

**5. Termination** This Agreement may be terminated at the end of the 12-month period or by either Party with 30 days' written notice to the other Party. Upon termination, the Library shall provide a final report to the Funding Entity and return any unused funds.

**6. Indemnification** Each Party agrees to indemnify, defend, and hold harmless the other Party from any claims, liabilities, damages, or expenses arising out of or related to its performance under this Agreement.

**7. Governing Law** This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

**8. Entire Agreement** This Agreement constitutes the entire understanding between the Parties and supersedes all prior agreements, representations, or negotiations related to the subject matter herein.

**9. Amendment** This Agreement may be amended only by a written instrument signed by both Parties.

**10. Notices** Any notices required under this Agreement shall be sent to the following addresses:

**Funding Entity:**

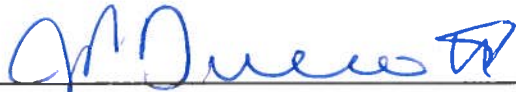
Ashtabula County Board of Commissioners  
25 West Jefferson St.  
Jefferson, OH 44047  
[commissioners@ashtabulacounty.us](mailto:commissioners@ashtabulacounty.us)  
(440) 576-3750

**Library:**

Kingsville Public Library  
PO Box 57, 6006 Academy St  
Kingsville, OH 44048  
Attn: Beth Vendetti

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

Ashtabula County Board of Commissioners



J. P. Ducro IV, Board President

Date: 3/18/25

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Beth Vendetti  
Assistant Director  
Kingsville Public Library

Date: 03/04/2025

## **AMENDMENT TO THE LIBRARY HOTSPOT AGREEMENT BETWEEN THE ASHTABULA COUNTY COMMISSIONERS AND KINGSVILLE PUBLIC LIBRARY**

The Ashtabula County Board of Commissioners are presenting an amendment to the Agreement with Kingsville Public Library to allow for additional hotspots, increase funds and extend the term.

The parties agree to enter into this First Amendment to the Agreement, as follows:

- 1. Increase the number of hotspots to a maximum of 10, with any increased cost to vendor.**
- 2. The term of this agreement shall be extended from one (1) year to a period that coincides with the exhaustion of the funding allocated for the project. The agreement shall automatically terminate upon the depletion of the funding, unless otherwise mutually agreed upon in writing by both parties.**
- 3. Language additions:**
  - a. Funds are being utilized in compliance with 2 CFR Part 200.
  - b. Quarterly reports (statements from the vendor) shall be submitted to [kmlamson@ashtabulacounty.us](mailto:kmlamson@ashtabulacounty.us) showing the reduction of funds. All records in regards to this purchase will be maintained for the length of three years after the close of this agreement, and be made available for review by Connect Humanity or the Appalachian Regional Commission.
  - c. Federal Award Information

This contract is funded through a grant awarded to Connect Humanity by the Appalachian Regional Commission (ARC). The County of Ashtabula is a subrecipient of this federal grant and is using these funds to provide hotspots at area libraries.

The following federal award details apply:

    - Federal Grantor Agency: Appalachian Regional Commission (ARC)
    - Pass-Through Entity: Connect Humanity
    - Subrecipient: City of Ashtabula
    - Federal Award Identification Number (FAIN): MU-21004-23
    - Assistance Listing Number (formerly CFDA): 23.002
    - Total Federal Funds Obligated Under This Contract: \$2000.00
    - Period of Performance: 03/01/2025 to 02/28/2026
    - Federal Compliance Requirements: This contract is subject to the Uniform Guidance (2 CFR 200), including but not limited to:
      - Allowable Costs & Cost Principles (2 CFR 200.400-475)
      - Procurement Standards (2 CFR 200.317-327)
      - Record Retention & Access (2 CFR 200.334-338)
      - Reporting Requirements (2 CFR 200.328-329)
      - Prohibited Use of Federal Funds for Lobbying (2 CFR 200.450)

4. All other terms and conditions of the original agreement remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment to the Agreement as of the date below.

Kingsville Public Library

Date: 03/06/2025

Beth Vendetti  
Beth Vendetti, Assistant Director

Ashtabula County Commissioners:

[Signature]  
[Signature]  
[Signature]

Date: 3/18/25

## Library Hotspot Agreement

### Agreement for Funding Hotspots for Library Patrons

This Agreement ("Agreement") is entered into as of March 1, 2025 by and between Ashtabula County Board of Commissioners located at 25 West Jefferson Street, Jefferson, OH 44047 ("Funding Entity"), and Harbor-Topky Memorial Library, located at 1633 Walnut Blvd. ("Library"), collectively referred to as the "Parties."

**1. Purpose.** The purpose of this Agreement is to provide funding for the lease of mobile hotspots ("Hotspots") for a period of 12 months, enabling the Library to make them available for loan to its patrons to increase access to internet services.

**2. Responsibilities of the Funding Entity** The Funding Entity agrees to:

2.1. Provide funding in the amount of \$1,439.64 to cover the costs associated with leasing three (3) hotspots and related service fees for a 12-month period.

2.2. Disburse the funds to the Library upon execution of this Agreement receipt of the invoice.

2.3. Provide any necessary documentation to comply with reporting or auditing requirements related to the funding.

**3. Responsibilities of the Library** The Library agrees to:

3.1. Lease three (3) Hotspots for a 12-month period from Verizon Wireless or another approved vendor.

3.2. Ensure that the Hotspots are available for loan to Library patrons according to its established lending policies.

3.3. Maintain proper records of the usage and condition of the Hotspots, including tracking their check-out and return by patrons.

3.4. Provide a report to the Funding Entity at the end of the 12-month period, detailing the use and impact of the Hotspots, including but not limited to the number of patrons served and feedback received.

3.5. Return any unused funds to the Funding Entity if the total cost of leasing the Hotspots is less than the provided funding.

**4. Term of Agreement** This Agreement shall commence on 3/1/2025 and remain in effect until 2/28/2026, unless terminated earlier as provided herein.

**5. Termination** This Agreement may be terminated at the end of the 12 month period or by either Party with 30 days' written notice to the other Party. Upon termination, the Library shall provide a final report to the Funding Entity and return any unused funds.

**6. Indemnification** Each Party agrees to indemnify, defend, and hold harmless the other Party from any claims, liabilities, damages, or expenses arising out of or related to its performance under this Agreement.

**7. Governing Law** This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

**8. Entire Agreement** This Agreement constitutes the entire understanding between the Parties and supersedes all prior agreements, representations, or negotiations related to the subject matter herein.

**9. Amendment** This Agreement may be amended only by a written instrument signed by both Parties.

**10. Notices** Any notices required under this Agreement shall be sent to the following addresses:

**Funding Entity:**


Ashtabula County Board of Commissioners  
25 West Jefferson St.  
Jefferson, OH 44047  
[commissioners@ashtabulacounty.us](mailto:commissioners@ashtabulacounty.us)  
(440) 576-3750

**Library:**

Harbor-Topky Memorial Library  
1633 Walnut Blvd.  
Ashtabula, OH 44004  
Attn: Joe Zappitello


IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

Ashtabula County Board of Commissioners



J. P. Ducro IV, Board President

Date: 3/18/25



Joe Zappitello  
Director  
Harbor-Topky Memorial Library

Date: 3/12/2025

## **AMENDMENT TO LIBRARY HOTSPOT AGREEMENT BETWEEN THE ASHTABULA COUNTY COMMISSIONERS AND HARBOR-TOPKY MEMORIAL LIBRARY**

The Ashtabula County Board of Commissioners are presenting an amendment to the Agreement with Harbor-Topky Memorial Library to allow for additional hotspots, increase funds and extend the term.

The parties agree to enter into this First Amendment to the Agreement, as follows:

- 1. Increase the number of hotspots to a maximum of 10, with any increased cost to vendor.**
- 2. The term of this agreement shall be extended from one (1) year to a period that coincides with the exhaustion of the funding allocated for the project. The agreement shall automatically terminate upon the depletion of the funding, unless otherwise mutually agreed upon in writing by both parties.**
- 3. Language additions:**
  - a. Funds are being utilized in compliance with 2 CFR Part 200.
  - b. Quarterly reports (statements from the vendor) shall be submitted to [kmlamson@ashtabulacounty.us](mailto:kmlamson@ashtabulacounty.us) showing the reduction of funds. All records in regards to this purchase will be maintained for the length of three years after the close of this agreement, and be made available for review by Connect Humanity or the Appalachian Regional Commission.
  - c. Federal Award Information

This contract is funded through a grant awarded to Connect Humanity by the Appalachian Regional Commission (ARC). The County of Ashtabula is a subrecipient of this federal grant and is using these funds to provide hotspots at area libraries.

The following federal award details apply:

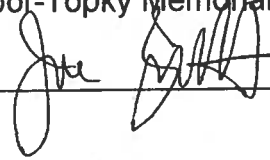
    - Federal Grantor Agency: Appalachian Regional Commission (ARC)
    - Pass-Through Entity: Connect Humanity
    - Subrecipient: City of Ashtabula
    - Federal Award Identification Number (FAIN): MU-21004-23
    - Assistance Listing Number (formerly CFDA): 23.002
    - Total Federal Funds Obligated Under This Contract: \$X
    - Period of Performance: [Start Date] to [End Date]
    - Federal Compliance Requirements: This contract is subject to the Uniform Guidance (2 CFR 200), including but not limited to:
      - Allowable Costs & Cost Principles (2 CFR 200.400-475)
      - Procurement Standards (2 CFR 200.317-327)
      - Record Retention & Access (2 CFR 200.334-338)
      - Reporting Requirements (2 CFR 200.328-329)
      - Prohibited Use of Federal Funds for Lobbying (2 CFR 200.450)

**4. All other terms and conditions of the original agreement remain in full force and effect.**


IN WITNESS WHEREOF, the Parties have executed this Amendment to the Agreement as of the date below.

Harbor-Topky Memorial Library:

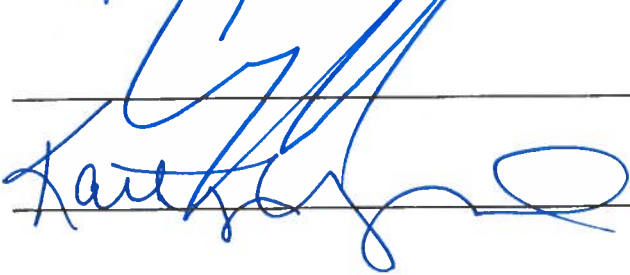
Date: 3/12/2025

  
\_\_\_\_\_

Ashtabula County Commissioners:

  
\_\_\_\_\_

Date: 3/18/25

  
\_\_\_\_\_

## Library Hotspot Agreement

### Agreement for Funding Hotspots for Library Patrons

This Agreement ("Agreement") is entered into as of March 4, 2025, by and between Ashtabula County Board of Commissioners located at 25 West Jefferson Street, Jefferson, OH 44047 ("Funding Entity"), and Andover Public Library, located at 142 West Main Street, Andover, Ohio, 44003 ("Library"), collectively referred to as the "Parties."

**1. Purpose.** The purpose of this Agreement is to provide funding for the lease of mobile hotspots ("Hotspots") for a period of 12 months, enabling the Library to make them available for loan to its patrons to increase access to internet services.

**2. Responsibilities of the Funding Entity** The Funding Entity agrees to:

2.1. Provide funding in the amount of \$2,000 to cover the costs associated with leasing three (3) hotspots and related service fees for a 12-month period.

2.2. Disburse the funds to the Library upon execution of this Agreement receipt of the invoice.

2.3. Provide any necessary documentation to comply with reporting or auditing requirements related to the funding.

**3. Responsibilities of the Library** The Library agrees to:

3.1. Lease three (3) Hotspots for a 12-month period from Verizon or another approved vendor.

3.2. Ensure that the Hotspots are available for loan to Library patrons according to its established lending policies.

3.3. Maintain proper records of the usage and condition of the Hotspots, including tracking their check-out and return by patrons.

3.4. Provide a report to the Funding Entity at the end of the 12-month period, detailing the use and impact of the Hotspots, including but not limited to the number of patrons served and feedback received.

3.5. Return any unused funds to the Funding Entity if the total cost of leasing the Hotspots is less than the provided funding.

**4. Term of Agreement** This Agreement shall commence on March 1, 2025 and remain in effect until March 31, 2026 unless terminated earlier as provided herein.

**5. Termination** This Agreement may be terminated at the end of the 12 month period or by either Party with 30 days' written notice to the other Party. Upon termination, the Library shall provide a final report to the Funding Entity and return any unused funds.

**6. Indemnification** Each Party agrees to indemnify, defend, and hold harmless the other Party from any claims, liabilities, damages, or expenses arising out of or related to its performance under this Agreement.

**7. Governing Law** This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

**8. Entire Agreement** This Agreement constitutes the entire understanding between the Parties and supersedes all prior agreements, representations, or negotiations related to the subject matter herein.

**9. Amendment** This Agreement may be amended only by a written instrument signed by both Parties.

**10. Notices** Any notices required under this Agreement shall be sent to the following addresses:

**Funding Entity:**

Ashtabula County Board of Commissioners  
25 West Jefferson St.  
Jefferson, OH 44047  
[commissioners@ashtabulacounty.us](mailto:commissioners@ashtabulacounty.us)  
(440) 576-3750

**Library:**

Andover Public Library  
142 West Main St., PO Box 1210  
Andover, Ohio 44003  
Attn: Nancy Logan

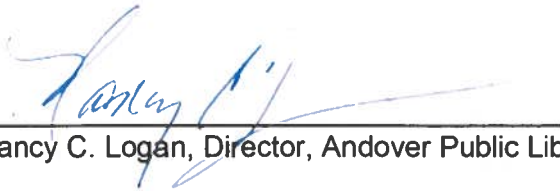
IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

Ashtabula County Board of Commissioners



\_\_\_\_\_  
J. P. Ducro IV, Board President

Date: 3/8/25



\_\_\_\_\_  
Nancy C. Logan, Director, Andover Public Library

Date: 3/4/2025

## **AMENDMENT TO LIBRARY HOTSPOT AGREEMENT BETWEEN THE ASHTABULA COUNTY COMMISSIONERS AND Andover Public Library**

The Ashtabula County Board of Commissioners are presenting an amendment to the Agreement with Andover Public Library to allow for additional hotspots, increase funds and extend the term.

The parties agree to enter into this First Amendment to the Agreement, as follows:

- 1. Increase the number of hotspots to a maximum of 10, with any increased cost to vendor.**
- 2. The term of this agreement shall be extended from one (1) year to a period that coincides with the exhaustion of the funding allocated for the project. The agreement shall automatically terminate upon the depletion of the funding, unless otherwise mutually agreed upon in writing by both parties.**
- 3. Language additions:**
  - a. Funds are being utilized in compliance with 2 CFR Part 200.
  - b. Quarterly reports (statements from the vendor) shall be submitted to [kmlamson@ashtabulacounty.us](mailto:kmlamson@ashtabulacounty.us) showing the reduction of funds. All records in regards to this purchase will be maintained for the length of three years after the close of this agreement, and be made available for review by Connect Humanity or the Appalachian Regional Commission.
  - c. **Federal Award Information**

This contract is funded through a grant awarded to Connect Humanity by the Appalachian Regional Commission (ARC). The County of Ashtabula is a subrecipient of this federal grant and is using these funds to provide hotspots at area libraries.

The following federal award details apply:


    - Federal Grantor Agency: Appalachian Regional Commission (ARC)
    - Pass-Through Entity: Connect Humanity
    - Subrecipient: City of Ashtabula
    - Federal Award Identification Number (FAIN): MU-21004-23
    - Assistance Listing Number (formerly CFDA): 23.002
    - Total Federal Funds Obligated Under This Contract: \$X
    - Period of Performance: [Start Date] to [End Date]
    - Federal Compliance Requirements: This contract is subject to the Uniform Guidance (2 CFR 200), including but not limited to:
      - Allowable Costs & Cost Principles (2 CFR 200.400-475)
      - Procurement Standards (2 CFR 200.317-327)
      - Record Retention & Access (2 CFR 200.334-338)
      - Reporting Requirements (2 CFR 200.328-329)
      - Prohibited Use of Federal Funds for Lobbying (2 CFR 200.450)

**4. All other terms and conditions of the original agreement remain in full force and effect.**



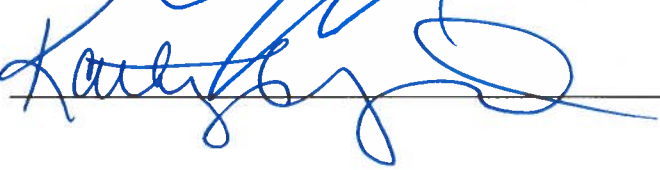
IN WITNESS WHEREOF, the Parties have executed this Amendment to the Agreement as of the date below.

Andover Public Library:

Date: \_\_\_\_\_

  
\_\_\_\_\_  
Nancy C. Logan, Director

Ashtabula County Commissioners:

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

Date: 3/18/25