



Auction 904 Bidding System User Guide

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1. Introduction

This guide describes the features of the web-based FCC Auction Bidding System that bidders will use to bid in the Rural Digital Opportunity Fund Phase I auction (Auction 904). Additional information for this auction can be found on the FCC Auction 904 website: www.fcc.gov/auction/904.

1.1. Conventions

In this guide screen names are Capitalized, internet addresses are highlighted in blue, links in the system are underlined, and the following text represents a Button.

Text boxes are used to indicate points where care is needed:



Where needed to illustrate examples, screen shots use a hypothetical qualified bidder named “Reliable Access, Inc.”

In this guide, the term “bidder” refers to an applicant that has been identified by the FCC as qualified to bid in Auction 904 based on review of its FCC Form 183 application (“Form 183”). The terms “user,” “you,” and “authorized bidder” refer interchangeably to an individual identified on a qualified bidder’s Form 183 as authorized to access the bidding system and to submit bids on behalf of the qualified bidder.

During the auction, authorized bidders may bid, by state, for support for items—an item is the aggregation of the eligible census blocks within a census block group, or “CBG”—, and at the performance tier and latency (T + L) combinations and in the states for which the bidder is eligible to bid. Throughout this document, the terms *CBG* and *item* are used interchangeably.

1.2. Guide Structure

This guide is set out as follows:

- Section 2 provides an overview of Auction 904
- Section 3 describes the system requirements for accessing the system and how to log in
- Section 4 explains how to navigate the system and provides a summary of the screens available to bidders
- Section 5 states where basic information about the auction can be found
- Section 6 describes the auction schedule and communications between the bidder and the FCC
- Section 7 describes bidding in the auction
- Section 8 describes how to access results of the auction
- Section 9 describes the downloads available in the bidding system

There are also four appendices:

- Appendix 1 provides troubleshooting tips for several different scenarios
- Appendix 2 provides additional information about RSA SecurID® tokens
- Appendix 3 provides a list of bid upload error codes
- Appendix 4 contains a glossary of terms

2. Overview of Auction 904

The Rural Digital Opportunity Fund Phase I auction (Auction 904) will be conducted in a series of bidding rounds. In each round, bidders will submit bids by uploading a file for each state. In the file, bidders will indicate a performance tier and latency and a price point percentage for each census block group (CBG) for which it is bidding.¹ These elements together correspond to an implied support amount for the bid. Each bid in Auction 904 indicates that the bidder agrees, should the bid be assigned, to provide service to locations in the eligible census blocks within the CBG, at the performance tier and latency specified, in exchange for support that is no less than the implied support amount.

Bidders will bid for support based on a percentage of the reserve price. Bids are submitted during a bidding round. Before each round, the bidding system will provide bidders with the clock percentage for the round, which will determine the range of percentages at which bidders can place bids during the round. The same clock percentage will apply to all bidders, but at a given percentage, implied support amounts will differ based on the reserve price of the CBG and the tier and latency of the bid. The clock percentage will be decremented (reduced) in each successive round.

Once a round concludes, the bidding system will process the bids. The budget is said to clear in the round in which the estimated aggregate cost of the bids at the current round's clock percentage is less than or equal to the budget. This round is referred to as the "clearing round." When processing bids for the clearing round, the bidding system first will determine which bids are assigned for which CBGs, and then will use a second-price rule to determine a support payment for each assigned bid. The support payment will be at least as large as the implied support amount corresponding to the bid. The bidding system will also consider whether it is possible to assign any bids at the previous round's clock percentage.

After the clearing round, bidding rounds will continue as long as any CBG that was bid at the round's clock percentage has not yet been assigned. Bids for CBGs at a round's clock percentage that are not assigned in that round carry forward to the following round, when the bidder may also submit new bids for those CBGs. A round is deemed to be the final round if the budget has cleared and if all areas that were bid at the round's clock percentage were assigned during the bid processing of the round.

¹ For additional details on Auction 904 bidding and bid processing procedures, see *Rural Digital Opportunity Fund Phase I Auction Scheduled for October 29, 2020; Notice and Filing Requirements and Other Procedures for Auction 904, Public Notice, 35 FCC Rcd 6077 (2020) (Auction 904 Procedures Public Notice)* and the Auction 904 Technical Guide. Both of these as well as other documents related to Auction 904 are available on the Auction 904 website at www.fcc.gov/auction/904.

3. System Requirements and Access

This section explains the system requirements for accessing the bidding system, how to log in, and other matters related to access.

3.1. Minimum System Requirements

At the minimum, the following is required to access the bidding system:

- Microsoft Windows® 10, or Apple® Mac® OS X® 10.13 with at least 8 GB of memory
- A recent version of Google Chrome™² or Microsoft Edge (Chromium).³ The browser must be configured to accept cookies.⁴
- Access to the internet
- Excel 2013 or newer
- 1920 x 1080 screen resolution or higher⁵

Smartphones and tablets are not supported. The bidding system may run on different computer configurations, including browsers not listed above. It is the responsibility of the user to test any alternative configurations with the bidding system in advance of the auction—for example during the mock auction—and to ensure that they have access to one of the supported browsers should they experience problems. Any user attempting to access the bidding system with a computer configuration or device that does not meet the requirements listed above is solely responsible for any resulting failure to access the bidding system, failure to do so in a timely manner, or failure of the bidding system to process the user's attempted bidding or other actions (even if it appears that such actions were completed properly).

Users should not use web browsers containing third-party toolbars or other extensions. Third-party browser extensions potentially may cause problems for users of interactive websites, including the auction bidding system, and may make users' computers more vulnerable to hacker attacks. If in doubt,

² Google and the Google logo are registered trademarks of Google Inc.

³ Microsoft Edge (Chromium) is available for Windows and can be downloaded from the Microsoft website. Its logo looks like this: . Older versions of Edge (known as Microsoft Edge Legacy) use a different logo: . All Edge versions at release 79 or later are Microsoft Edge (Chromium). To determine which version of Edge you have installed, you can inspect the version number by clicking on the three dots in the upper right corner, , then click on "Settings" and "About Chrome". For example, Version 81.0.4044.138 is Microsoft Edge (Chromium), as it is at release 81.

⁴ Appendix 1 explains how to check and/or reset these settings.

⁵ The system has been optimized to display all the information without horizontal scrolling on 1920 x 1080 screens with medium font size. If all the information from the bidding system cannot fit on your display when your browser is maximized (taking up the entire screen), you can either zoom out using your internet browser or scroll right and left using the scroll bars. To adjust the zoom, hold down the control ("ctrl") key and use the "+" and "-" keys to zoom in and out.

you should consult your internal information technology departments in order to disable third-party browser extensions or, if necessary, obtain a clean installation of a supported web browser.

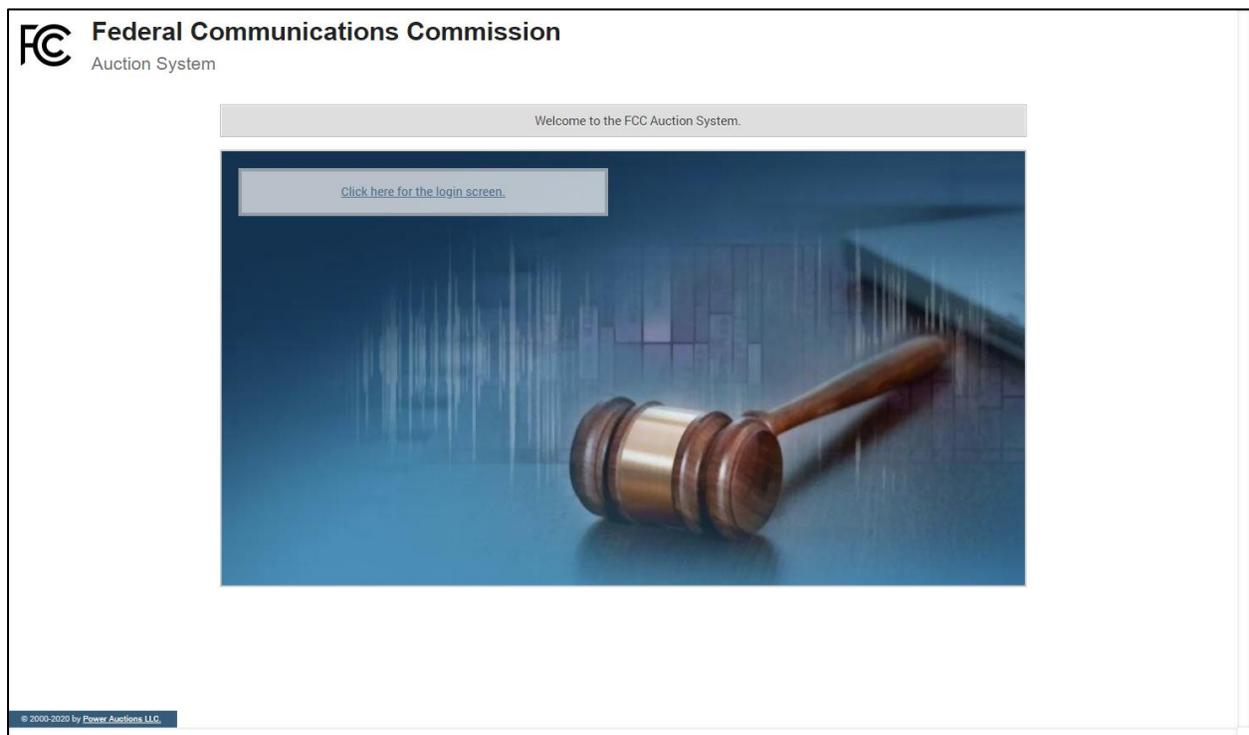
Users are discouraged from adding additional toolbars to their browsers, such as a toolbar for bookmarked pages. Additional toolbars may increase the likelihood that vertical scrolling is needed to see all fields on the screen.

To maximize protection against potential security vulnerabilities, users are advised to ensure that the latest service pack (if applicable), security patches for their operating system, and the most recent version of Google Chrome and Microsoft Edge (Chromium) have been installed.

3.2. Logging In

Once the bidding system becomes available, you can log in to access the homepage, at a URL provided only to qualified bidders in the registration materials. When available, a link to access the Login screen, as shown in Figure 1, will be visible. When the Login screen is not available, there will be a message to that effect on the screen, and the link to access the Login screen will not be visible.

Figure 1: Auction Bidding System homepage



Click on the [Click here for the login screen](#) link to get to the Login screen shown in Figure 6.

This guide provides two sets of login instructions: Section 3.2.1 describes initial login procedures where an authorized bidder creates a personal identification number (“PIN”) and logs in for the first time; and Section 3.2.2 describes standard login used after the PIN is created.

Each authorized bidder listed on the qualified bidder's Form 183 will be provided with a unique bidding system username (user ID) for use in the auction bidding system. All authorized bidders for a qualified bidder will use a password associated with the FRN (FCC Registration Number) used on the Bidder's FCC Form 183. The password may be either the password directly associated with the FRN in CORES or the password associated with a username that is linked to the FRN within CORES.

Each bidding system username will be associated with a specific RSA SecurID® token (RSA token) assigned to the authorized bidder for the auction. This RSA token generates a time-sensitive 6-digit tokencode that changes every 60 seconds. The username and RSA token should only be used by the authorized bidder to whom it was assigned. The bidding system logs all actions taken by a user based on the username entered when logging in.

RSA tokens will be sent by overnight delivery to the contact person identified in the FCC Form 183 for each qualified bidder, and the contact person must distribute an RSA token to each of the specified authorized bidders. Each authorized bidder will need to set a private PIN for his or her token.

Figure 2: An RSA SecurID® token



Please note that each RSA token is tailored to a specific auction. Therefore, RSA tokens issued for other auctions or obtained from a source other than the FCC will not work for this auction.

At the conclusion of bidding in Auction 904, the Commission will send each bidder a pre-addressed, stamped envelope in which to return its RSA tokens.

✍ Take care not to lose your RSA token! Replacing or reassigning an RSA token can be time-consuming, which in some cases may mean that you must miss a bidding round and lose bidding activity.

3.2.1. First Time Login Procedures

The first time you log in to the system, you must create an RSA PIN. Each authorized bidder for a qualified bidder will create an RSA PIN once—unless the authorized bidder gets a replacement RSA token (e.g., because an RSA token has been lost or broken). After the RSA PIN has been created, you should follow the standard login procedures.

You will need the following login credentials to access the system for the first time:

- Username: FCC assigned

- Password: FRN password or associated Username password
- RSA tokencode: a six-digit code generated by the RSA SecurID® token

In the bidding system login area, type in the username, password and the current tokencode on the individually assigned RSA token as shown in Figure 3. Leave the PIN field blank and click **Login »**.

If you forget your FRN password, you can contact the FCC Support Center at (877) 480-3201 option 1 (Mon-Fri 8:00 am – 6:00 pm Eastern Time (ET)).

 *Token codes change every 60 seconds. Avoid using a code that is about to expire, as indicated by the countdown bar on the token screen, by waiting for a new code to appear.*

Figure 3: First time login procedure



Please log in.

Username:

Password:

PIN:

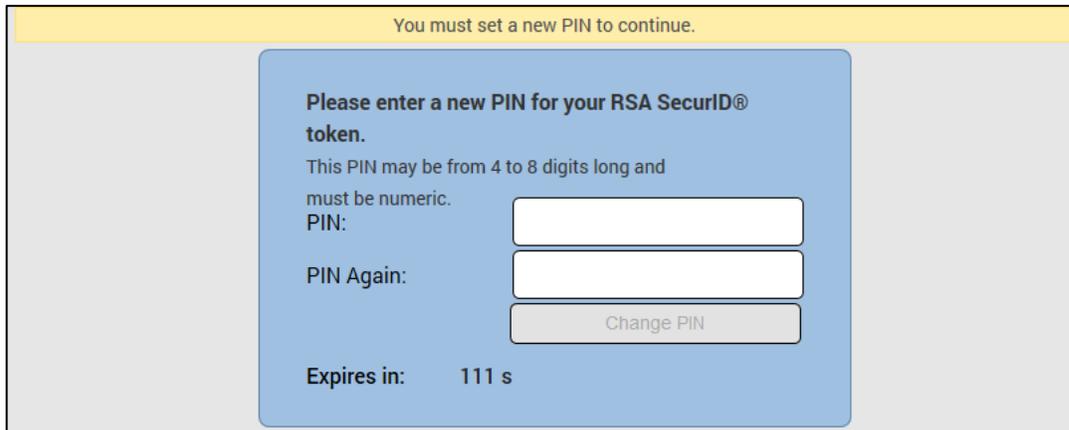


TIP: if you have not set an RSA PIN, please leave the PIN field blank.

The RSA tokencode will be generated by your RSA SecurID® token and will not be the same as the code shown in Figure 3.

After you click **Login »**, the system displays a screen to create a private PIN, as shown in Figure 4.

Figure 4: Set PIN screen



You must set a new PIN to continue.

Please enter a new PIN for your RSA SecurID® token.

This PIN may be from 4 to 8 digits long and must be numeric.

PIN:

PIN Again:

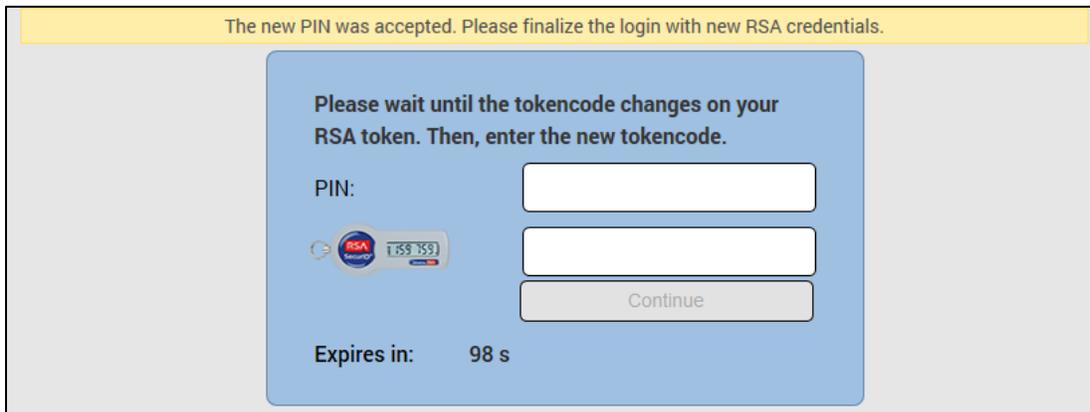
Expires in: 111 s

Type a 4 to 8-digit numeric PIN of your choice in the PIN field. Enter it twice as requested to ensure accuracy. Then click **Change PIN**. Memorize this PIN! Note that you have a limited amount of time to set a new PIN and confirm your credentials, as shown by the expiration time on the screen.

You will then be asked to enter your PIN and tokencode, as shown in Figure 5.

Type in the PIN you just created and a **new** tokencode. Do not use the tokencode from the previous login page. Make sure that the number on the RSA token's display has changed, type this new number into the tokencode field, then click **Continue**.

Figure 5: Confirm RSA credentials



After completing the setup procedure, you will be able to log in to the bidding system. Thereafter, the standard login procedure, described below, applies.

3.2.2. Standard Login Procedure

To log in to the bidding system, you will need the following login credentials:

- Username: FCC assigned
- Password: FRN password or associated Username password
- PIN: Numeric PIN created during the initial login (see Section 3.2.1)
- RSA tokencode: A six-digit code generated by the RSA SecurID® token

Enter the information on the Login screen (see Figure 6) and click **Login »**.

If you forget your FRN password, you can contact the FCC Support Center at (877) 480-3201 option 1 (Mon-Fri 8:00 am – 6:00 pm ET).

Figure 6: Login screen

FC Rural Digital Opportunity Fund
Auction 904

Clock % **180%** Round **1** Round 1 begins in: **0:02** **09:59 AM ET**
8/11/2020

Rural Digital Opportunity Fund

WARNING

This system may contain Government information, which is restricted to authorized users ONLY. Unauthorized access, use, misuse, or modification of this computer system or of the data contained herein or in transit to/from this system constitutes a violation of Title 18, United States Code, Section 1030, and may subject the individual to Criminal and Civil penalties pursuant to Title 26, United States Code, Sections 7213, 7213A (the Taxpayer Browsing Protection Act), and 7431. This system is subject to monitoring to ensure proper performance of applicable security features or procedures. Such monitoring may result in the acquisition, recording and analysis of all data being communicated, transmitted, processed or stored in this system by a user. If monitoring reveals possible evidence of criminal activity, such evidence may be provided to Law Enforcement Personnel.

ANYONE USING THIS SYSTEM EXPRESSLY CONSENTS TO SUCH MONITORING

Please log in.

Username:

Password:

PIN:



TIP: if you have not set an RSA PIN, please leave the PIN field blank.

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3.2.3. Login Errors

During an auction, the system keeps track of the success or failure of each login attempt. In case of incorrect entry of data into any of the four required fields during login, you will receive an error message with an error code. For assistance call the Auction Bidder Line at the number provided with your registration materials.

3.3. Multiple Users for the Same Qualified Bidder

It is possible for more than one authorized bidder for the same qualified bidder to log in and access the system at the same time, each using their assigned username and credentials. Any updates made by one such authorized bidder will be displayed on the screens of any other authorized bidders after the screen is refreshed.

However, only one such authorized bidder should bid for items in a given state at any given time to avoid a potential conflict in data that may produce a bid, or set of bids, that was not intended.

3.4. Automatic and Manual Logout

A single user cannot be logged in to the bidding system using two computers (or two browser sessions on the same computer) at the same time.

If a user tries to use the same username to access the bidding system from multiple computers or browser sessions, the bidding system will automatically log the user out from the first session and will display a logout notification. This is a protective feature for users because it allows a user to log in to the bidding system using a second computer if the first computer crashes before the user could log out of the system.

A user that is inactive for more than 30 minutes will be automatically logged out of the system completely and will need to log in again to access the site.

You may manually log out of the bidding system at any time using the **Logout** button, located at the bottom of the navigation bar on every screen, as shown in Figure 7. Logging out of the bidding system will not cause bids that were uploaded successfully to be lost.

3.5. Auction Bidder Line

The Auction Bidder Line is available to assist bidders with first time login procedures, reviewing of round results, announcements and auction related questions. Telephonic bidding will not be available for Auction 904 because it would not be feasible given the requirement to upload a file to submit bids. The telephone number for the Auction Bidder Line is provided with your registration materials.

Bidders need to provide the telephonic bid assistant with the appropriate login information (Username, RSA PIN and RSA tokencode) to access the bidding system.

3.6. Additional Information

Appendix 1: System Troubleshooting provides additional information about common errors that you may encounter when accessing the system.

Appendix 2: RSA SecurID® Token Information provides additional information about RSA tokens. It explains what to do if a bidder wishes to change or replace an authorized bidder/user and what to do in the event of lost or damaged RSA tokens.

4. System Navigation and Overview

The bidding system provides bidding information in two ways: on screens, accessed through the navigation bar; and through downloadable files, accessed via the Downloads screen.

In general, the screens provide overall auction information or summary information on a state level, while the downloadable files provide CBG-level data. Screens and downloadable files prefixed with “My” show data specific to the qualified bidder; other screens and files include overall auction information and/or data on all items in the auction.

This section provides an overview of the bidding system and describes how to navigate through these screens.

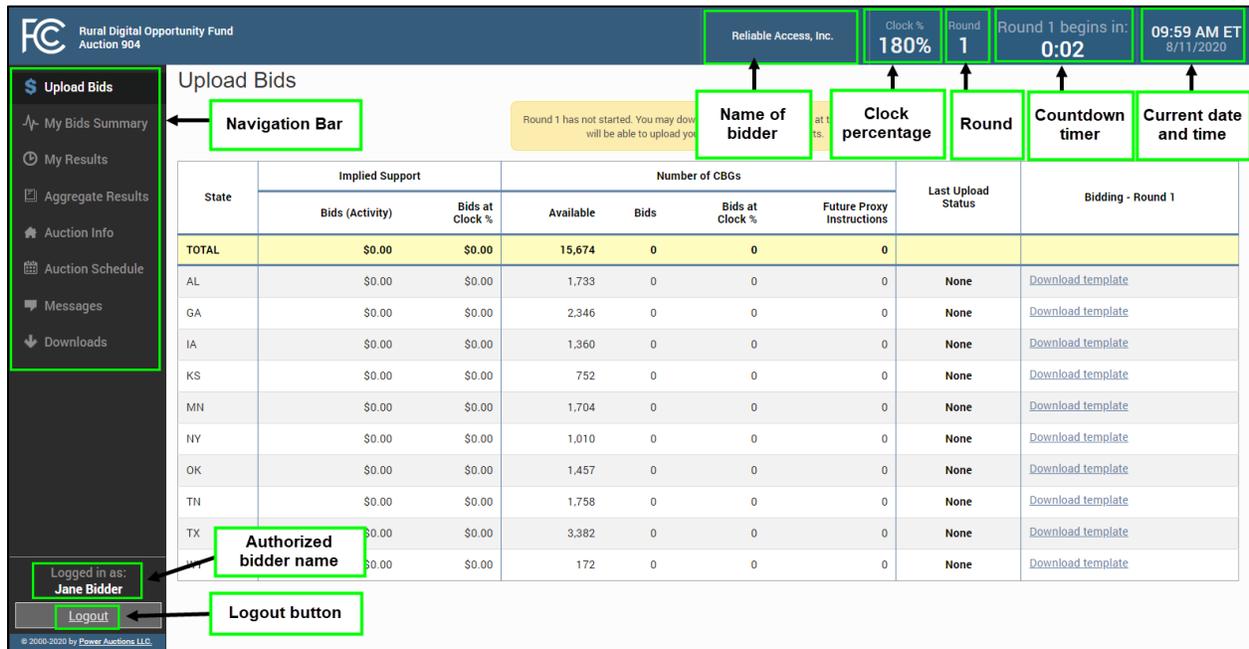
4.1. Navigation Bar and Features Common to All Screens

All screens have a navigation bar on the left with links to the available screens. Beneath the navigation bar is the name of the authorized bidder who has logged in and the Logout button as described in Section 3.4.⁶

The blue bar at the top of each screen displays status and timing information that is common to all screens. It shows the name of the qualified bidder, the clock percentage for the round, the current round, a countdown timer showing the time to the beginning or the end of a round, and the current date and time in Eastern Time (ET). The navigation bar and common screen features are shown in Figure 7.

⁶ Users are advised to use the navigation features of the bidding system rather than using a browser’s forward and back navigation functions, which may produce unpredictable results.

Figure 7: Navigation bar and blue bar features common to all screens



Once the budget clears, the blue bar also displays the words “BUDGET CLEARED” and the associated round number, as illustrated in Figure 18 on page 23. In addition, if any messages are waiting to be read, the blue bar also displays the words “You have x new messages,” as illustrated in Figure 10 on page 17.

4.2. Summary of Bidding System Screens

The navigation bar gives access to eight screens. Their functions are summarized in Table 1 below in the order in which they appear on the navigation bar.

Table 1: Summary of screens reached from the navigation bar

Screen	Description
Upload Bids	Allows the user to submit bids in a round by uploading a bid file
My Bids Summary	Displays a summary of all bids submitted on behalf of the bidder during a round
My Results	Displays a summary of the results of bid processing for the bidder’s bids in a round
Aggregate Results	Displays a summary of the results of bid processing for all states and all bidders in a round
Auction Info	Displays static information about the available items in the auction as well as useful links to general information about the auction
Auction Schedule	Displays the schedule for upcoming bidding rounds
Messages	Allows the user to view announcements and messages from the FCC, and to send messages to the FCC

Screen	Description
Downloads	Allows the user to download files about the bids and results, described below

4.3. Summary of Files Accessible Through the Downloads Screen

The Downloads screen provides access to detailed information about the available items and the progress of the auction, including the bidder's bids and results, and aggregate results. Table 2 describes the four Download tabs—My States, All States, My Assignments, and Other—and the files available on each tab. Section 9 provides information about the timing of the availability of these files for a round.

Table 2: Files for Download

Download tab	Description and files
My States	Bidder-specific files, available for the round and state selected from the drop-down menu at the top
	My Bids – One record per item for any bids entered by the bidder or, in the case of proxy instructions, by the bidding system
	My Bid Audit Log – Audit log of the bidder's activity
	My Carried-Forward Bids – Same format as My Bids but for carried-forward bids. This file is available as rounds are announced, starting with Round 2, if the bidder has carried-forward bids for that state in the round.
	My Bid Results – One record per item for which the bidder bid either singly or as part of a package in a round for which the results have been posted (a "posted round"). Bids may have been placed by the bidder, placed by the system according to proxy instructions, or may be carried-forward bids.
	My Items Support Ranges – For each item, the range of implied support amounts in dollars and cents corresponding to the T+L weights and the price points that can be entered for each item by the bidder in the round
	Item Status – Information about each item in the bidder's eligible states for each posted round, including whether the item has been assigned or is still available for bidding, and the number of bids received
All States	The data here are the same for all bidders for the selected round and state.
	Item Status – This has the same format as the file of the same name available in the My States tab except that, as the name of the tab implies, all states in the auction are included in the drop-down menu.
My Assignments	Bidder-specific files for the selected state, cumulative over all posted rounds, available starting with the clearing round
	My Assigned Bids – One record for each assigned single item or package bid with the corresponding assigned support amount. If a package, then the items within the package are listed in the next file, My Assigned Package Items.
	My Assigned Package Items – One record for each assigned item that is part of a package, available starting after the results of the clearing round are posted.

Download tab	Description and files
	My Assigned Census Blocks – Lists the individual census blocks in the items that are assigned to the bidder
Other	Remaining download files
	My Bidder Status – Consists of a single record and provides summary information for the bidder—e.g., total values for activity, implied support and bids—for each posted round.

5. Viewing Basic Auction Information

The Auction Info screen provides basic information about the auction, including the budget, and includes links to the Auction 904 website and the Public Reporting System.

As shown in Figure 8, the Auction Info screen also shows the full list of possible T+L weights associated with each performance tier and latency combination and a summary of the available items (CBGs) and locations by state.

The information on the Auction Info screen remains static throughout the auction.

Figure 8: Auction Info screen

The screenshot shows the Auction Info screen with the following components:

- Header:** FC Rural Digital Opportunity Fund Auction 904, Reliable Access, Inc., Clock % 180%, Round 1, Round 1 begins in: 0:02, 09:59 AM ET 8/11/2020.
- Navigation Menu:** Upload Bids, My Bids Summary, My Results, Aggregate Results, Auction Info (selected), Auction Schedule, Messages, Downloads.
- Auction Info:** This is a sample text intended to be replaced during the configuration process.
- Auction Budget:** \$1.6 billion in annual support (a total of \$16 billion for 10 years).
- Important links:** Auction 904 website - background information, public notices, educational materials, etc.; Public Reporting System - results data for this and other auctions.
- Performance Tier and Latency Table:**

Performance Tier	Latency	T+L Weight
Gigabit (0)	Low (0)	0
Above Baseline (20)	Low (0)	20
Baseline (35)	Low (0)	35
Gigabit (0)	High (40)	40
Minimum (50)	Low (0)	50
Above Baseline (20)	High (40)	60
Baseline (35)	High (40)	75
Minimum (50)	High (40)	90
- State Information Table:**

Code	State Name	CBGs	Locations
AL	Alabama	1,733	207,642
AR	Arkansas	1,380	215,788
AZ	Arizona	1,271	138,175
CA	California	4,583	473,520
- User Info:** Logged in as: Jane Bidder, Logout button.
- Footer:** © 2000-2020 by Power Auctions LLC.

6. Auction Schedule and Messages

6.1. Auction Schedule

The Auction Schedule screen shows the current schedule for upcoming rounds in Eastern Time (ET), as illustrated in Figure 9. The schedule includes the date, duration, start time and end time for each round. The time of the next event is displayed in red bold text—in this example, the start of Round 1.

The FCC may adjust the number of rounds per day as necessary as the auction proceeds. Additional rounds will be displayed as the auction progresses. The schedule displayed in the example does not indicate the expected number of rounds in the auction. Similarly, the number of rounds displayed does not imply an expected number of rounds left in the auction; the schedule will show the next several rounds assuming the auction continues for that duration or longer.

Figure 9: Auction Schedule screen

The screenshot shows the Auction Schedule screen for Auction 904. The header includes the FCC logo, 'Rural Digital Opportunity Fund Auction 904', 'Reliable Access, Inc.', 'Clock % 180%', 'Round 1', 'Round 1 begins in: 0:02', and '09:59 AM ET 8/11/2020'. The main content is a table of rounds, and the sidebar on the left contains navigation links like 'Upload Bids', 'My Bids Summary', 'My Results', 'Aggregate Results', 'Auction Info', 'Auction Schedule', 'Messages', and 'Downloads'. A 'Note' section at the bottom provides details about the schedule's tentative nature and color coding.

Auction Schedule		
Tuesday - Aug 11, 2020		
Round 1	6 hours	10:00 AM ET
Wednesday - Aug 12, 2020		
Round 2	6 hours	10:00 AM ET
Thursday - Aug 13, 2020		
Round 3	3 hours	10:00 AM ET
Round 4	3 hours	2:00 PM ET
Friday - Aug 14, 2020		
Round 5	3 hours	10:00 AM ET
Round 6	3 hours	2:00 PM ET

Note:

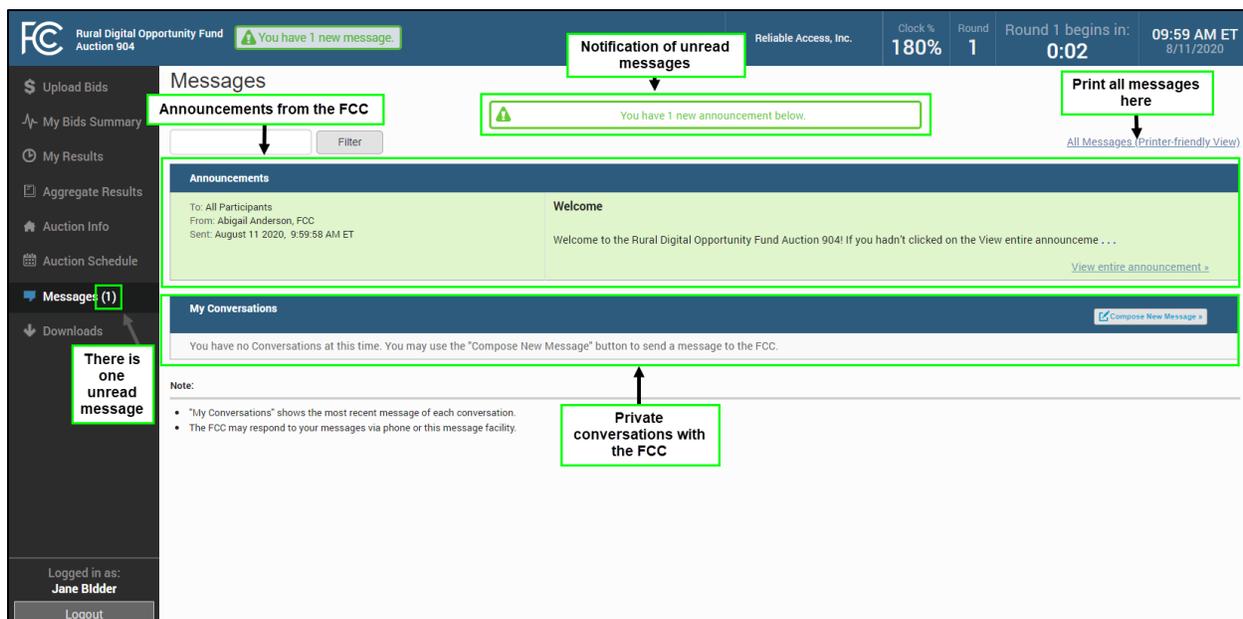
- All start and end times are in ET. Red figures indicate the time of the next event.
- All future rounds are tentative and subject to change.
- indicates the round is active.
- indicates a past round.

6.2. Messages: Announcements and Conversations

On the Messages screen you can see announcements made by the FCC and can communicate with the FCC by sending messages to and receiving responses from the FCC that are visible only to you and the other authorized bidders for the same qualified bidder. If you have any unread announcements or messages, a notification will appear in the blue bar at the top of the screen. The number of unread messages is shown in this notification and in parentheses next to the [Messages](#) link in the navigation bar as shown in Figure 10 below.

To read announcements, or to send a message to or read a response from the FCC, click on the [Messages](#) link in the navigation bar or on the notification in the blue bar. The Messages screen will open, displaying all announcements and conversations, showing the first line (or part of the first line) of the announcement or message, in reverse chronological order. You must click on the [View entire announcement »](#) link or the [View entire conversation / Respond »](#) link to open and read an announcement or conversation in its entirety.

Figure 10: Messages screen



As shown in Figure 10 and Figure 14, if any message on the screen has not been read, a green notification box displayed at the top of the Messages screen will indicate the number of unread announcements or messages. Any unread message is highlighted in green. After an unread announcement or conversation has been opened, the number in the parentheses by the [Messages](#) link on your screen will decrease accordingly. The number will not decrease until the [View entire announcement »](#) or [View entire conversation / Respond »](#) link has been clicked for the unread message.

 Whenever you see an indication that a message is unread, you should go to the Messages screen to open and read the entire message.

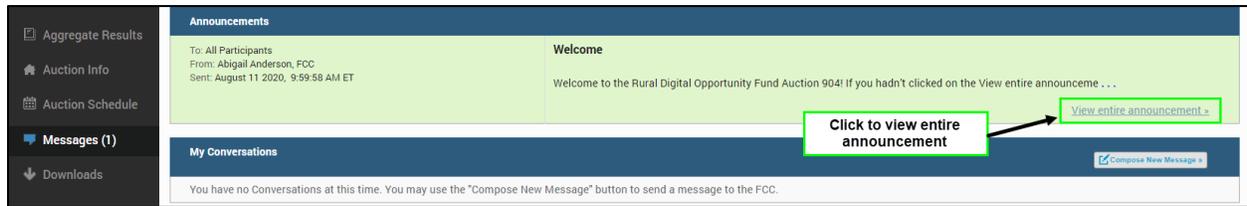
At the top left-hand side of the screen, a filter allows you to find messages containing the text you type in the filter box. You can view all the bidder’s messages by clicking on the [All Messages](#) link at the top right-hand side of the screen. This page can then be printed using the browser’s print function.

6.2.1. Receiving and Reviewing Announcements

The FCC may send announcements to all bidders. Announcements contain important bidder information, such as changes in the number of rounds per day or the suspension of bidding due to unforeseen circumstances. The Messages screen will only show the first line or part of the first line of

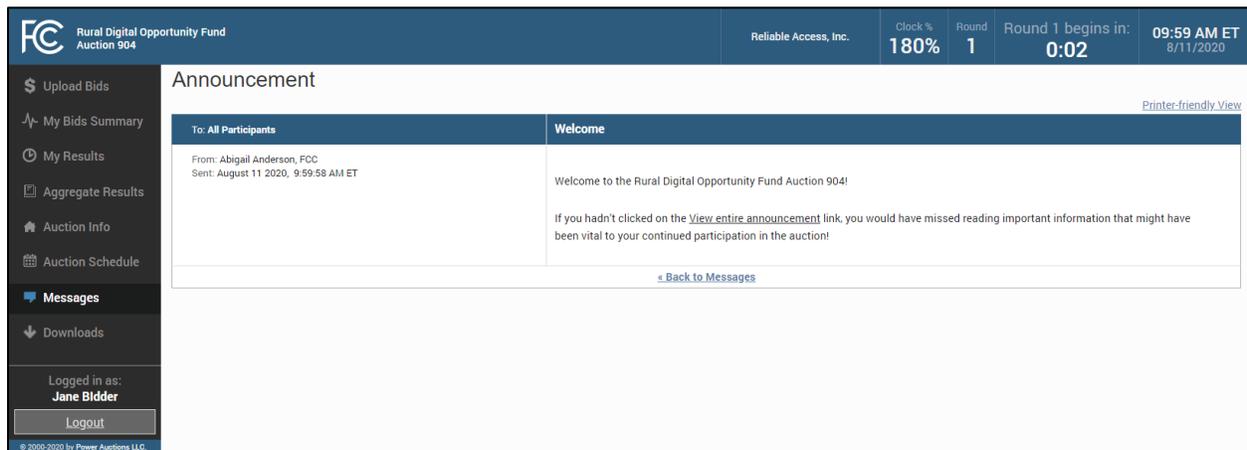
an announcement. As noted above, to view the entire text of an announcement, you must click on the [View entire announcement »](#) link for the announcement you wish to read, as shown in Figure 11.

Figure 11: View entire announcement link



Clicking on the [View entire announcement »](#) link loads an Announcement screen that displays the full text of the announcement as shown in Figure 12. To close the announcement and return to the Messages screen, click the [« Back to Messages](#) link.

Figure 12: An open announcement



6.2.2. Conversations with the FCC

You can communicate with the FCC through the bidding system. A message from a user is associated with a bidder's FRN and the authorized bidder who sent the message. Only authorized bidders for a bidder can see and send such messages.

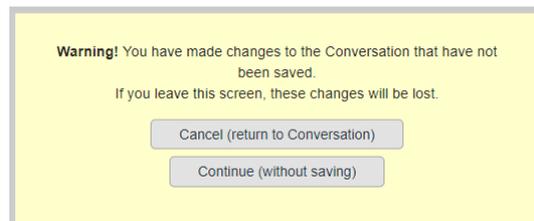


For time-sensitive issues, users should call the bidder line that is provided to qualified bidders.

To compose a new message to the FCC, click on the [Compose New Message »](#) button in the My Conversations section of the Messages screen, as shown in Figure 10 above. Next, enter the subject and content of the message in the relevant fields as shown in Figure 13 below. Click [Send](#) to send the message.

Figure 13: Compose a new message

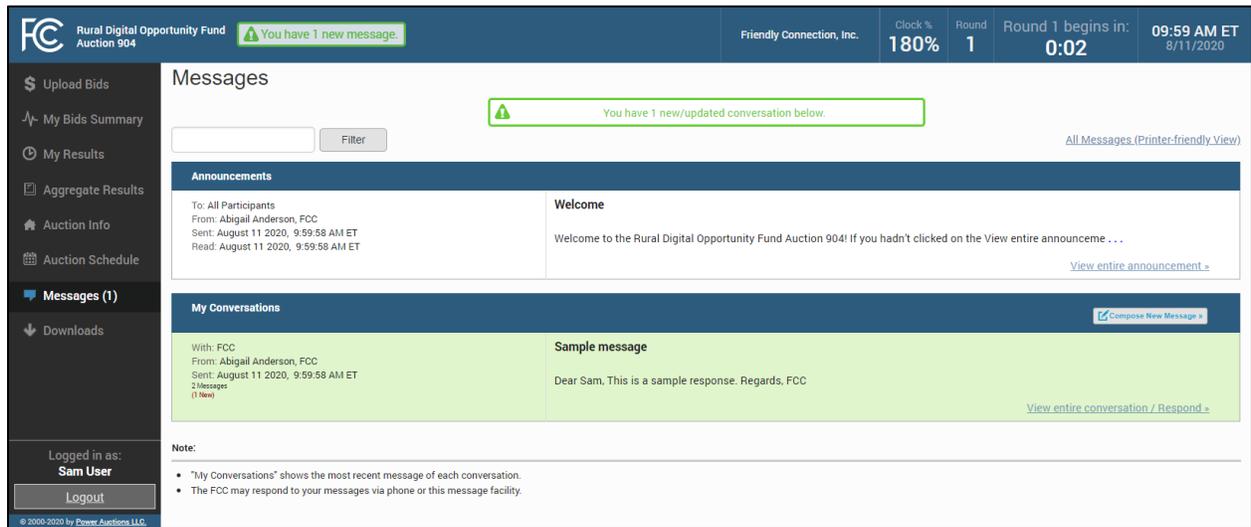
To cancel an unsent message, click on the [« Back to Messages](#) link and return to the Messages screen. If you try to navigate to another screen before sending a message or click the [« Back to Messages](#) link you will see the following popup:



A sent message will appear as a new conversation in the 'My Conversations' section of the Messages screen. The FCC may reply by sending an electronic message or by calling the contact person on the phone. If there is an electronic reply from the FCC, the reply will be added to that conversation.

As with announcements, new messages are highlighted in green on the Messages screen until they are read. Only the most recent message in a conversation is shown on the Messages screen, as illustrated in Figure 14. To view the complete message and all messages in a conversation, click on the [View entire conversation / Respond »](#) link for that conversation.

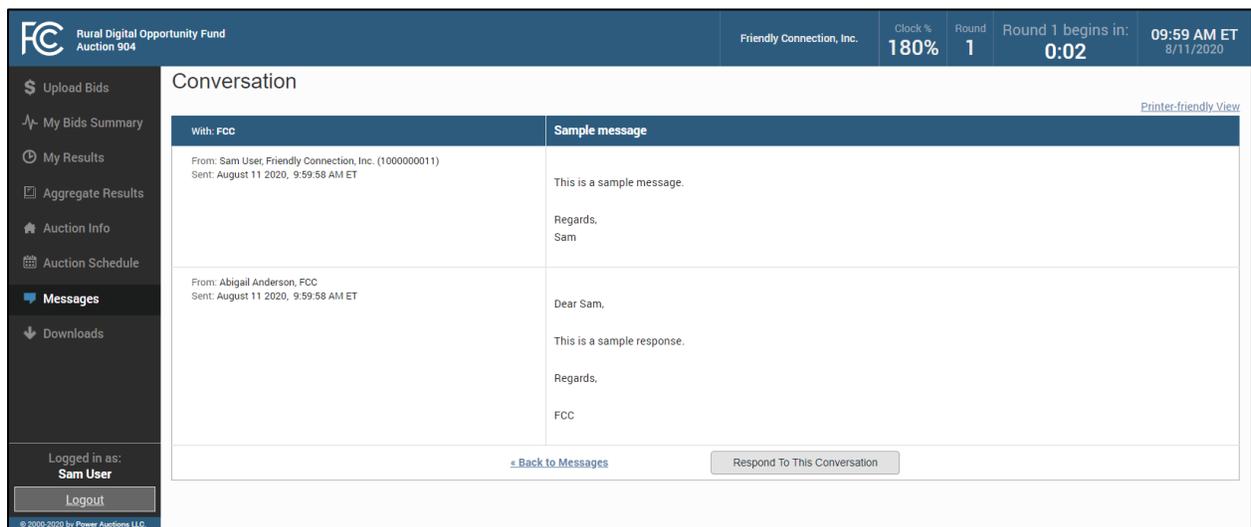
Figure 14: A response to a conversation initiated by an authorized bidder



Clicking on the link to view an entire conversation opens the full conversation on the screen, as shown in Figure 15. Click on the « [Back to Messages](#) link to return to the Messages screen, or click on the [Respond to this Conversation](#) button as shown in Figure 15 to add a further message to the same conversation. Type the message in the box that opens and click [Send](#) to send it to the FCC.

Note that if the system prompts you to refresh your screen (e.g., because a round has just opened) while you are typing a message, your message will be lost if you refresh at that time. Instead, cancel the refresh notification, finish typing and send your message, and then refresh the screen.

Figure 15: Viewing a conversation



7. Bidding

To submit bids in Auction 904, you must upload a separate bid file for each state for which you wish to submit bids. This is done using the upload process on the Upload Bids screen. Each bid upload for a given state replaces all previous bids in the round for the state. Therefore, you should include all bids for a state, including proxy instructions, in the same file.

The Upload Bids and My Bids Summary screens provide summary information about your bids. Details about the individual bids are available in downloadable files for each state.

This section describes the layout of the Upload Bids screen and provides instructions for preparing your bids files, uploading your bids files (including resolving any possible upload errors), verifying your bids, and using additional tools available in the bidding system.

7.1. Layout of the Upload Bids Screen

You are taken to the Upload Bids screen when you log in to the bidding system. You can also access the Upload Bids screen through a link on the navigation bar on the left side of the screen. The Upload Bids screen provides links to the bidding template and the bid upload function for each state for which the bidder is eligible to bid; and summary information about the bidder's bids and bidding activity, overall and by state. See Figure 16 for an illustration.

In Round 1, the table in the main portion of the screen includes a row of data for each state for which the bidder initially is eligible to bid. In later rounds before the budget clears, the table includes a row of data for each state for which the bidder can still place bids based on its T+L combination and the price point percentages for the round.

Each row in the table summarizes a bidder's bidding activity for the state so far in the round, indicating the status of its last bid upload. Each row also provides links to the bidding template for the round and the upload bids function.

Figure 16: Layout of the Upload Bids screen for Round 1

State	Implied Support		Number of CBGs				Last Upload Status	Bidding - Round 1	
	Bids (Activity)	Bids at Clock %	Available	Bids	Bids at Clock %	Future Proxy Instructions		Download template	Upload Bids
TOTAL	\$0.00	\$0.00	15,674	0	0	0			
AL	\$0.00	\$0.00	1,733	0	0	0	None	Download template Revert Bids Upload Bids	
GA	\$0.00	\$0.00	2,346	0	0	0	None	Download template Revert Bids Upload Bids	
IA	\$0.00	\$0.00	1,360	0	0	0	None	Download template Revert Bids Upload Bids	
KS	\$0.00	\$0.00	752	0	0	0	None	Download template Revert Bids Upload Bids	
MN	\$0.00	\$0.00	1,704	0	0	0	None	Download template Revert Bids Upload Bids	
NY	\$0.00	\$0.00	1,010	0	0	0	None	Download template Revert Bids Upload Bids	
OK	\$0.00	\$0.00	1,457	0	0	0	None	Download template Revert Bids Upload Bids	
TN	\$0.00	\$0.00	1,758	0	0	0	None	Download template Revert Bids Upload Bids	
TX	\$0.00	\$0.00	3,382	0	0	0	None	Download template Revert Bids Upload Bids	
WY	\$0.00	\$0.00	172	0	0	0	None	Download template Revert Bids Upload Bids	

Bidding is done by state; you upload a bids file for a specific state. After each upload, information summarizing the result of the upload is displayed at the top of the screen.

Starting with Round 2, and for all rounds before the budget clears, the table in the main portion of the screen includes the current activity on new CBGs (CBGs for which the bidder did not bid at the clock percentage in the previous round) for each state, as shown in Figure 17. In addition, the screen displays an activity table with the bidder's current and maximum allowable activity, and current and maximum activity on new CBGs.

Figure 17: Layout of the Upload Bids screen for Rounds 2+ before the budget clears

Successful bid upload for Minnesota (MN)
The bid upload replaced all previous bids for this round.

Upload Summary - MN

- Number of CBGs with a bid: 505
- Number of packages: 5
- Number of CBGs in package bids: 224
- Number of CBGs bid separately: 281
- Implied support (All Bids): \$70,439,120.00
- Implied support (Bids at Clock %): \$70,439,120.00

Activity table

Current Activity		Maximum Activity		Current Activity on New CBGs				Maximum Activity on New CBGs	
\$314,165,158.00		\$349,072,410.90		\$0.00				\$69,814,482.18	

State	Implied Support		Current Activity on New CBGs	Number of CBGs				Last Upload Status	Bidding - Round 4	
	Bids (Activity)	Bids at Clock %		Available	Bids	Bids at Clock %	Future Proxy Instructions			
TOTAL	\$314,165,158.00	\$314,165,158.00	\$0.00	15,674	3,295	3,295	79			
AL	\$53,487,050.00	\$53,487,050.00	\$0.00	1,733	513	513	5	Good	Download template Revert Bids Upload Bids	
GA	\$30,758,475.60	\$30,758,475.60	\$0.00	2,346	529	529	4	Good	Download template Revert Bids Upload Bids	
IA	\$42,515,188.00	\$42,515,188.00	\$0.00				4	Good	Download template Revert Bids Upload Bids	
KS	\$28,725,978.00	\$28,725,978.00	\$0.00				2	Good	Download template Revert Bids Upload Bids	
MN	\$70,439,120.00	\$70,439,120.00	\$0.00	1,704	505	505	5	Good	Download template Revert Bids Upload Bids	

New CBG activity for current round

For rounds after the budget clears, the table in the main portion of the screen no longer includes the *Current Activity on New CBGs* column since a bidder cannot switch to a new CBG after the budget clears. Instead, it includes summary information about *Carried-Forward Bids*, as in Figure 18.

Figure 18: Layout of the Upload Bids screen after the budget clears

BUDGET CLEARED (Round 8)

Note that budget has cleared

Carried-forward bids added

State	Implied Support			Carried-forward Bids	Number of CBGs			Last Upload Status	Bidding - Round 9	
	Carried-forward Bids	Bids	Bids at Clock %		Bids	Bids at Clock %	Future Proxy Instructions			
TOTAL	\$23,677,811.40	\$7,276,038.41	\$7,227,557.70	648	295	291	5			
AL	\$1,128,916.80	\$158,561.00	\$158,561.00	19	7	7	0	Good	Download template Revert Bids Upload Bids	
GA	\$2,510,260.00	\$1,101,091.20	\$1,101,091.20	168	89	89	2	Good	Download template Revert Bids Upload Bids	
IA	\$784,782.00	\$471,243.00	\$471,243.00	18	7	7	0	Good	Download template Revert Bids Upload Bids	
KS	\$93,969.40	\$80,545.20	\$80,545.20	2	2	2	0	Good	Download template Revert Bids Upload Bids	
MN	\$18,064,354.00	\$5,194,062.00	\$5,194,062.00	404	174	174	2	Good	Download template Revert Bids Upload Bids	
NY	\$128,645.60	\$0.00	\$0.00	10	4	0	0	Good	Download template Revert Bids Upload Bids	
OK	\$226,223.20	\$21,868.50	\$21,868.50	11	4	4	0	Good	Download template Revert Bids Upload Bids	
TN	\$33.60	\$28.80	\$28.80	1	1	1	0	Good	Download template Revert Bids Upload Bids	
WY	\$740,626.80	\$200,158.00	\$200,158.00	15	7	7	1	Good	Download template Revert Bids Upload Bids	

Note that, after the clearing round, if you had a proxy instruction for a package that expired and at least one item from that package can still be bid on in the current round, you see a warning on the

Upload Bids screen indicating that at least one of your proxy instructions expired because one or more CBGs in the package bid were assigned to other bidders (at a lower T+L weight). The message disappears when you place a bid for the state in question. See Section 3.2 of the Auction 904 Technical Guide for details on proxy instructions and the circumstances under which a proxy instruction expires.

7.2. Preparing a Bid File

A user can prepare its bid file for a state by using the bidding template that can be downloaded from the Upload Bids screen or by formatting a .csv file according to the file requirements.

7.2.1. Preparing a Bid File Using the Bid Template

Clicking on the [Download template](#) link for a state brings up the bid template, which is a spreadsheet that includes all the CBGs for which the bidder is eligible to bid in the round.

A bidder’s bid template for a round is available as soon as the clock percentage for the round has been announced (shortly after the results of the previous round have been posted). It remains available during the bidding round. Although the bid template is available once the clock percentage for the round is announced, bids cannot be submitted until the round starts. Bids are submitted using the upload process described in Section 7.3.

Figure 19: Upload Bids screen with link to download bid template before start of round

The screenshot shows the 'Upload Bids' interface. At the top, it displays 'Rural Digital Opportunity Fund Auction 904' and 'Reliable Access, Inc.' with a clock percentage of 180% and Round 1 starting in 0:02. A message states: 'Round 1 has not started. You may download your bid template(s) at this time. You will be able to upload your bids once the round starts.' Below this is a table with columns for State, Implied Support, Number of CBGs, Last Upload Status, and Bidding - Round 1. A callout box labeled 'Download bid template' points to the 'Download template' link for the state of IA.

State	Implied Support		Number of CBGs				Last Upload Status	Bidding - Round 1
	Bids (Activity)	Bids at Clock %	Available	Bids	Bids at Clock %	Future Proxy Instructions		
TOTAL	\$0.00	\$0.00	15,674	0	0	0		
AL	\$0.00	\$0.00	1,733	0	0	0	None Download template	
GA	\$0.00	\$0.00	2,346	0	0	0	None Download template	
IA	\$0.00	\$0.00	1,360	0	0	0	None Download template	
KS	\$0.00	\$0.00	752	0	0	0	None Download template	
MN	\$0.00	\$0.00	1,704	0	0	0	None Download template	
NY	\$0.00	\$0.00	1,010	0	0	0	None Download template	
OK	\$0.00	\$0.00	1,457	0	0	0	None Download template	
TN	\$0.00	\$0.00	1,758	0	0	0	None Download template	
TX	\$0.00	\$0.00	3,382	0	0	0	None Download template	
WY	\$0.00	\$0.00	172	0	0	0	None Download template	

The first five columns of the bid template are used for bidding: *ITEM*, *T+L_WEIGHT*, *PRICE_POINT_ENTERED*, *PACKAGE_ID*, and *MIN_SCALE_PCT*. The headings for these columns are in ALL CAPS to remind you that they are the columns that you will use to indicate your bids. The bid template includes other columns with additional information related to the CBG and/or your bid, but these are provided for convenience only and are not considered by the bidding system when your bids are submitted. The headings for these additional, informational-only columns are in lower case.

To prepare a bid for a CBG, you must include valid entries in the spreadsheet for the first three columns: *ITEM*, *T+L_WEIGHT* (the T+L weight for the performance tier and latency of your bid), and *PRICE_POINT_ENTERED* (the price point of your bid – that is, the bid percentage).⁷ For any CBGs that you do not want to include in a package bid, the *PACKAGE_ID* and *MIN_SCALE_PCT* columns should be left blank. Note that a bidder’s activity (i.e., the sum of implied support amounts across all of the bidder’s bids submitted in the round) may not exceed the auction budget. If you wish to enter proxy instructions for bids to be submitted automatically by the bidding system in future rounds, enter the price point down to which you wish proxy bids to be submitted.

 *Each upload replaces the bids for a state, so make sure you include entries for all items you wish to bid for in the state each time you upload. If you do not specify entries for the first three fields (ITEM, T+L_WEIGHT, and PRICE_POINT_ENTERED) for an item, the system assumes you do not want to bid for the item.*

To bid for a group of items as a package, you must also fill in the fourth and fifth columns—*PACKAGE_ID* and *MIN_SCALE_PCT*—to include a package identifier and a minimum scale percentage, respectively, for the package.⁸ The price point, package ID, minimum scale percentage, and T+L weight must be the same for all the items in the package. Bidding for items as a package bid is optional, and these two package fields only need to be filled in if you choose to bid for items as a package.⁹

 *Be sure to save your prepared bid file using a .csv format.*

To streamline the bidding process, the bid template pre-fills certain bidding fields. If there are existing bids for the round from a prior upload in that round or proxy instructions that were submitted in a previous round that are still in effect, those bids will be pre-filled when you download the template.

If a bidder has only one tier and latency option for an item (it only selected a single option, it bid for the item in a previous round, or the clock percentage is such that only one option is still feasible), then the *T+L_WEIGHT* column is pre-filled with that weight. If you bid for a package in the previous round then the download file will list the package information in the *previous_round_package* column.

⁷ In Round 1 you may bid at a price point percentage up to and including the opening percentage. In subsequent rounds, price points must be lower (by at least .01) than the previous round’s clock percentage. Bid percentages must be greater than or equal to T+L+1.

⁸ The package ID is the bidder’s name for the package (a text string).

⁹ Before the budget clears, an item can be bid as part of a package. After the budget clears, an item can only be part of a package bid if it was carried forward as a package bid because no part of the package was assigned to the bidder. In this case, the same package or a subset of the package bid may be rebid as a package. Once one or more items in a package are assigned to the bidder, any remainder items that carried forward may only be bid for as individual items by that bidder.

The bid template for a state only includes CBGs for which the bidder is eligible to bid in the round. At the start of the auction, this will be all the items in a state for which the bidder initially is eligible to bid. A CBG will no longer be included in a bidder’s template if the bidder can no longer place bids for the item based on its tier and latency weight(s) for the item (i.e., the CBG becomes infeasible for the bidder).¹⁰ After the budget clears, a bidder will be only able to bid for a CBG if the CBG has not already been assigned and the bidder has a carried-forward bid including that CBG at a T+L weight that is still feasible for bidding in the round.¹¹ A bidder will not see a row for a state on the Upload Bids screen unless it has at least one CBG in the state that meets these conditions.

Figure 20: Sample bid template

ITEM	T+L_WEIGHT	PRICE_POINT_ENTERED	PACKAGE_ID	MIN_SCALE_PCT	tier	latency	implied_s	implied_s	implied_s	reserve_p	package_t	previous_previous_previous_t+l	state	county	census_id	locations	clock_pct	
KS-037-9566004	40	160	autogen_32	50.7	Gigabit	High	40768	40768	Y	40768	Y	autogen_32	40	KS	Crawford	2.00E+11	21	160
KS-037-9567003	40	160	autogen_32	50.7	Gigabit	High	73366	73366	Y	73366	Y	autogen_32	40	KS	Crawford	2.00E+11	44	160
KS-037-9569001	40	160			Gigabit	High	135828	135828	Y	135828	Y		40	KS	Crawford	2.00E+11	192	160
KS-037-9569002	40	160			Gigabit	High	4576	4576	Y	4576	Y		40	KS	Crawford	2.00E+11	6	160
KS-037-9569003	40	160	autogen_32	50.7	Gigabit	High	64	64	Y	64	Y	autogen_32	40	KS	Crawford	2.00E+11	1	160
KS-037-9570001	40									20112	N		40	KS	Crawford	2.00E+11	26	160
KS-037-9570002	40	160	autogen_32	50.7	Gigabit	High	1014	1014	Y	1014	Y	autogen_32	40	KS	Crawford	2.00E+11	5	160
KS-037-9572001	40									40222	N		40	KS	Crawford	2.00E+11	57	160
KS-037-9573001	40									5984	N		40	KS	Crawford	2.00E+11	13	160
KS-037-9576002	40									178888	N		40	KS	Crawford	2.00E+11	330	160
KS-039-9511001	40									358738	N		40	KS	Decatur	2.00E+11	106	160
KS-039-9512001	40	160	autogen_32	50.7	Gigabit	High	2350	2350	Y	2350	Y	autogen_32	40	KS	Decatur	2.00E+11	37	160
KS-039-9512002	40									14214	N		40	KS	Decatur	2.00E+11	90	160
KS-039-9512003	40	160			Gigabit	High	33928	33928	Y	33928	Y		40	KS	Decatur	2.00E+11	195	160
KS-041-0841001	40									457142	N		40	KS	Dickinson	2.00E+11	328	160
KS-041-0841002	40									186816	N		40	KS	Dickinson	2.00E+11	89	160
KS-041-0841003	40	160			Gigabit	High	70034	70034	Y	70034	Y		40	KS	Dickinson	2.00E+11	131	160
KS-041-0841004	40									34782	N		40	KS	Dickinson	2.00E+11	256	160
KS-041-0842001	40									64148	N		40	KS	Dickinson	2.00E+11	13	160
KS-041-0842002	40	160	autogen_32	50.7	Gigabit	High	160918	160918	Y	160918	Y	autogen_32	40	KS	Dickinson	2.00E+11	159	160

7.2.2. Preparing a Bid File without Using the Template

You may also prepare your own bid upload files without using the template. If there is more than one state in which you are eligible and wish to bid, you must create a separate file for each state.

Each file must contain a header row and must contain five columns, as shown in Figure 21 below: *ITEM*, *T+L_WEIGHT*, *PRICE_POINT_ENTERED*, *PACKAGE_ID*, and *MIN_SCALE_PCT*. These first five columns must be in the specified order. Any other columns will be ignored by the bidding system. If you do not wish to bid for any items as a package, the *PACKAGE_ID* and *MIN_SCALE_PCT* columns must be included but should be left blank.

For each CBG for which you wish to bid, enter the item number, the tier and latency weight, and a price point. You must be eligible to bid for the CBG at the specified T+L weight, and the bid must be feasible at

¹⁰ An item will be considered infeasible for a bidder when the clock percentage falls to a level where the implied support at the performance tier and latency at which the bidder was bidding is less than 1% of the reserve price. For example, the implied support for a bid for an item with a T+L of 65 is less than 1% of the item’s reserve price at price points below 66%; a bidder cannot place a bid for this item with a T+L of 65 at any price point that is less than 66%.

¹¹ Carried-forward bids are listed in the My Carried-Forward Bids download file, available on the My States tab of the Downloads menu, and cannot be changed by the bidder. Carried-forward bids will not be listed in the bidding template. However, since you may also bid at a lower price point for the carried-forward items, the items will be listed in the bidding template.

the price point entered (i.e., implied support must be at least 1% of the reserve price). Price points that are below the clock percentage for the round indicate proxy instructions for bids in future rounds.

 Each upload replaces the bids for a state, so make sure you include entries for all items you wish to bid for in the state each time you upload. If you do not specify entries for the first three fields (ITEM, T+L_WEIGHT, and PRICE_POINT_ENTERED) for an item, the system assumes you do not want to bid for the item.

If you wish to bid for a group of items as a package, you must also include a package identifier and a minimum scale percentage for the package. The price point, package ID, minimum scale percentage, and T+L weight must be the same for all the items in the package. If you do not wish to include an item in a package bid, leave `PACKAGE_ID` and `MIN_SCALE_PCT` blank for that item, but include the columns in the file.

 Be sure to save your prepared bid file using a .csv format.

The bidding system treats bids uploaded using your custom file the same way as it treats bids uploaded using the bid template. After you successfully upload bids, the system will include them in the bid template for the round, which will allow you to switch to using the bid template if you wish.

Figure 21: Sample bid file that is not from the bid template

ITEM	T+L_WEIGHT	PRICE_POINT_ENTERED	PACKAGE_ID	MIN_SCALE_PCT
KS-013-4807001	40			
KS-013-4808001	40	140		
KS-013-4808002	40			
KS-013-4808003	40	140		
KS-013-4808004	40	160	Package 345	60.2
KS-015-0201001	40			
KS-015-0201002	40	160	Package 345	60.2
KS-015-0201003	40			
KS-015-0202011	40	160	Package 345	60.2
KS-015-0202012	40			
KS-015-0202013	40	160	Package 345	60.2
KS-015-0202021	40	160		
KS-015-0202022	40			

7.3. Uploading a Bid File

To submit your bids, you must successfully upload a bid file, whether using the bidding template or another properly formatted .csv file. Only bids that have been successfully uploaded will be processed by the system.

All bids for a given state must be in the same file, and the file must contain only bids for that state. Once a file for a state is uploaded successfully, it replaces any bids for the state that were previously uploaded in the round. Consequently, all proxy instructions, as well as bids for the current round, must be included in the latest successful bid upload for a state.

To upload a bid file, click the [Upload Bids](#) link during an active round. The system will then display a popup window as shown in Figure 22. To browse for the bid file, click the **Choose File** button, which will allow you to search your directories for the appropriate file. Once a bid file has been selected, click the **Upload Bids** button in the popup window as shown in Figure 23.

Figure 22: Upload Bids popup – choosing a file

The screenshot shows the 'Upload Bids' interface for Auction 904. At the top, it displays 'Rural Digital Opportunity Fund Auction 904', 'Reliable Access, Inc.', 'Clock % 180%', 'Round 1', 'Round 1 ends in: 5:30:00', and '10:30 AM ET 8/11/2020'. The main table lists states and their bidding status. A modal popup titled 'Upload Bids for Minnesota' is open, showing a 'Choose File' button and the text 'No file chosen'. The table below the popup contains the following data:

State	Implied Support		Number of CBGs				Last Upload Status	Bidding - Round 1	
	Bids (Activity)	Bids at Clock %	Available	Bids	Bids at Clock %	Future Proxy Instructions		Download template	Upload Bids
TOTAL	\$0.00	\$0.00	15,674	0	0	0			
AL	\$0.00	\$0.00	1,733	0	0	0	None	Download template Revert Bids	Upload Bids
GA	\$0.00	\$0.00	2,346	0	0	0	None	Download template Revert Bids	Upload Bids
IA	\$0.00						None	Download template Revert Bids	Upload Bids
KS	\$0.00						None	Download template Revert Bids	Upload Bids
MIN	\$0.00						None	Download template Revert Bids	Upload Bids
NY	\$0.00	\$0.00	1,010	0	0	0	None	Download template Revert Bids	Upload Bids
OK	\$0.00	\$0.00	1,457	0	0	0	None	Download template Revert Bids	Upload Bids
TN	\$0.00	\$0.00	1,758	0	0	0	None	Download template Revert Bids	Upload Bids
TX	\$0.00	\$0.00	3,382	0	0	0	None	Download template Revert Bids	Upload Bids
WY	\$0.00	\$0.00	172	0	0	0	None	Download template Revert Bids	Upload Bids

Figure 23: Upload Bids popup – uploading the file

State	Implied Support		Number of CBGs				Last Upload Status	Bidding - Round 1	
	Bids (Activity)	Bids at Clock %	Available	Bids	Bids at Clock %	Future Proxy Instructions		Download template	Upload Bids
TOTAL	\$0.00	\$0.00	15,674	0	0	0			
AL	\$0.00	\$0.00	1,733	0	0	0	None	Download template Revert Bids	Upload Bids
GA	\$0.00	\$0.00	2,346	0	0	0	None	Download template Revert Bids	Upload Bids
IA	\$0.00	\$0.00					None	Download template Revert Bids	Upload Bids
KS	\$0.00	\$0.00					None	Download template Revert Bids	Upload Bids
MN	\$0.00	\$0.00					None	Download template Revert Bids	Upload Bids
NY	\$0.00	\$0.00	1,010	0	0	0	None	Download template Revert Bids	Upload Bids
OK	\$0.00	\$0.00	1,457	0	0	0	None	Download template Revert Bids	Upload Bids
TN	\$0.00	\$0.00	1,758	0	0	0	None	Download template Revert Bids	Upload Bids
TX	\$0.00	\$0.00	3,382	0	0	0	None	Download template Revert Bids	Upload Bids
WY	\$0.00	\$0.00	172	0	0	0	None	Download template Revert Bids	Upload Bids

When bids are successfully uploaded, the Upload Bids screen will show a “Successful bid upload” message at the top, with a summary of the bids for the state in a green box. The activity table at the top, starting with Round 2 and until budget clearing, will update to reflect the activity of the uploaded bids in terms of dollars of implied support. The *Last Upload Status* column will show “Good” in green, as shown below in Figure 24.

Figure 24: Upload Bids screen after successful upload

Successful bid upload for Minnesota (MN).

Upload Summary - MN

- Number of CBGs with a bid: 47
- Number of packages: 2
- Number of CBGs in package bids: 12
- Number of CBGs bid separately: 35
- Implied support (All Bids): \$12,574,802.00
- Implied support (Bids at Clock %): \$12,574,802.00

State	Implied Support		Number of CBGs				Last Upload Status	Bidding - Round 1	
	Bids (Activity)	Bids at Clock %	Available	Bids	Bids at Clock %	Future Proxy Instructions		Download template	Upload Bids
TOTAL	\$12,574,802.00	\$12,574,802.00	15,674	47	47	32			
AL	\$0.00	\$0.00	1,733	0	0	0	None	Download template Revert Bids	Upload Bids
GA	\$0.00	\$0.00	2,346	0	0	0	None	Download template Revert Bids	Upload Bids
IA	\$0.00	\$0.00	1,360	0	0	0	None	Download template Revert Bids	Upload Bids
KS	\$0.00	\$0.00	752	0	0	0	None	Download template Revert Bids	Upload Bids
MN	\$12,574,802.00	\$12,574,802.00	1,704	47	47	32	Good	Download template Revert Bids	Upload Bids
NY	\$0.00	\$0.00	1,010	0	0	0	None	Download template Revert Bids	Upload Bids

If a user uploads a file with no bids (e.g., a file with just the column headers or a file where the price point column is blank for all items in the file), the system will also consider this a successful upload, but will warn the user with a yellow bid summary that no bids are in place for this state. Uploading a file with no bids will remove all bids for the round, including proxy bids.¹² For an example of this, see Figure 25.

Figure 25: Upload Bids screen after successful upload with no bids

The screenshot shows the 'Upload Bids' interface for Tennessee (TN). At the top, a yellow banner indicates a 'Successful bid upload for Tennessee (TN)'. Below this, a warning message states: 'Warning: Your upload file did not contain any bids. Your Implied Support in Tennessee was set to \$0.' The 'Upload Summary - TN' section lists several statistics, all of which are zero: Number of CBGs with a bid, Number of packages, Number of CBGs in package bids, Number of CBGs bid separately, Implied support (All Bids), and Implied support (Bids at Clock %).

Below the summary is a table showing activity for various states. The table has columns for Current Activity, Maximum Activity, Current Activity on New CBGs, and Maximum Activity on New CBGs. A detailed table below shows activity by state, including Implied Support, Current Activity on New CBGs, Number of CBGs (Available, Bids, Bids at Clock %, Future Proxy Instructions), Last Upload Status, and Bidding - Round 4 options.

Current Activity		Maximum Activity		Current Activity on New CBGs		Maximum Activity on New CBGs	
\$285,464,072.00		\$349,072,410.90		\$0.00		\$69,814,482.18	

State	Implied Support		Current Activity on New CBGs	Number of CBGs				Last Upload Status	Bidding - Round 4	
	Bids (Activity)	Bids at Clock %		Available	Bids	Bids at Clock %	Future Proxy Instructions			
TOTAL	\$285,464,072.00	\$285,464,072.00	\$0.00	15,674	3,074	3,074	78			
AL	\$53,487,050.00	\$53,487,050.00	\$0.00	1,733	513	513	5	Good	Download template	Upload Bids
GA	\$30,758,475.60	\$30,758,475.60	\$0.00	2,346	529	529	4	Good	Download template	Upload Bids
IA	\$42,515,188.00	\$42,515,188.00	\$0.00	1,360	410	410	4	Good	Download template	Upload Bids
TN	\$0.00	\$0.00	\$0.00	1,758	0	0	0	Good	Download template	Upload Bids

7.3.1. Bid Upload Errors

If a bid upload file contains errors that prevent the bids from being submitted successfully, the Upload Bids screen will notify the user that the upload was not successful and will return one or more error messages. See Appendix 3: Bid Upload Errors for a full list of the possible error codes and an explanation for each.

When a bid upload has not been successful, a red warning message will display at the top of the user’s screen with further information just below in a red box, as illustrated in Figure 26. The bidding system will list up to ten errors in the red box. In addition, the *Last Upload Status* column will display the total number of errors in the unsuccessful upload in parentheses and will include a [Download errors](#) link to a file containing the full list of errors along with the explanations. An example of this file is shown in Figure 27.

¹² However, carried-forward bids will not be removed.

Figure 26: Upload Bids screen after unsuccessful upload

The screenshot shows the 'Upload Bids' interface. At the top, a red banner states 'Bid upload for Kansas (KS) failed.' Below this, an 'Upload Summary - KS' section indicates that the upload contained errors. A table titled 'Error details' lists the following errors:

Line number	Error Code	Description	ITEM	T+L_WEIGHT	PRICE_POINT_ENTERED	PACKAGE_ID	MIN_SCALE_PCT
N/A	E80	Packages must contain at least two items with the same minimum scale percentage: UB1					
N/A	E80	Packages must contain at least two items with the same minimum scale percentage: UB2					
4	E23	Package ID required if minimum scale percentage is specified	KS-005-0816003	40	150		55
5	E23	Package ID required if minimum scale percentage is specified	KS-005-0816004	40	150		55
13	E23	Package ID required if minimum scale percentage is specified	KS-005-0819004	40	150		55

Below the error table, there is a summary table for 'Current Activity' and 'Maximum Activity' across various states. The 'KS' row shows an 'Error (5)' and a 'Link for error files'.

Figure 27. Download from clicking on Download errors link

auction_id	round	bidder	fn	line_no	item	state	county	census_id	error_code	error_description	ITEM	T+L_WEIG	PRICE_PO	PACKAGE_MIN_SCALE	upload_file	user	timestamp	
904	4	Reliable Access, Inc.	1E+09						E80	Packages must contain at least two items with the same minimum scale percentage: UB1					bidding_	Jane Biddi	8/13/2020 16:59	
904	4	Reliable Access, Inc.	1E+09						E80	Packages must contain at least two items with the same minimum scale percentage: UB2					bidding_	Jane Biddi	8/13/2020 16:59	
904	4	Reliable Access, Inc.	1E+09	4	KS-005-08	KS	Atchison	2.00E+11	E23	Package ID required if minimum scale percentage is specified	KS-005-08	40	150		55	bidding_	Jane Biddi	8/13/2020 16:59
904	4	Reliable Access, Inc.	1E+09	5	KS-005-08	KS	Atchison	2.00E+11	E23	Package ID required if minimum scale percentage is specified	KS-005-08	40	150		55	bidding_	Jane Biddi	8/13/2020 16:59
904	4	Reliable Access, Inc.	1E+09	13	KS-005-08	KS	Atchison	2.00E+11	E23	Package ID required if minimum scale percentage is specified	KS-005-08	40	150		55	bidding_	Jane Biddi	8/13/2020 16:59

The bidding system may not identify all errors for an item in a given upload attempt if there are multiple errors for the item. For example, if the bidding system finds any formatting errors in the first five columns of a row in the upload file, it will not check for further errors for the item. However, once an upload file is submitted with those errors corrected, the bidding system will report additional errors, if any.¹³

If an upload is unsuccessful, the system does not delete, change, or add any bids for that state. The bids that were present for the state prior to the unsuccessful upload are still present.

To remove the error status from a screen, you can fix the errors in the upload file and resubmit the file. Or, you can click on the Clear Errors link to remove the error status from the screen. Clicking on Clear

¹³ The system does validations in roughly this order: (1) Is the upload file a properly formatted csv file? (2) Does the header row contain the proper headings for the first five columns (ITEM, T+L_WEIGHT, PRICE_POINT_ENTERED, PACKAGE_ID, MIN_SCALE_PCT)? (3) Is the information in the first five columns of a row formatted properly (e.g., no negative numbers, valid number of decimal places)? (4) Are there any context-specific issues (e.g., price point cannot be below T+L+1)? (5) Are there any issues with the package composition (e.g., cannot add a new item to a package once the budget clears)? (6) Before the budget clears, are there any issues with limits (e.g., current activity cannot exceed maximum activity for the round)? See Appendix 3 for a list of error codes.

Errors just removes the error status from the screen. The bidder's submitted bids are still in place—from your last successful upload in the round or from any proxy bids that were in place at the start of the round—as though the unsuccessful bid upload had never been attempted.

7.3.2. Revising and Replacing Submitted Bids¹⁴

If you decide to change any bids for a state, you will have to upload a new file containing your complete set of bids for the state. Each new successful upload replaces the previous bids, including any proxy instructions.

If the most recent successfully uploaded file for a state did not specify a bid for a given CBG for which the bidder is eligible, the system will assume that NO bid exists for this CBG, even if the bidder had bid for it in a previous upload or a proxy existed for it at the start of the round.

In some cases, you may want to modify your latest bid file, save it, and upload the modified file to replace your previous bids. In other cases, however, you may wish to start your modifications from the template as it existed at the start of the round. Once there has been a successful upload for a state, a gray Revert Bids link will become active, just below the Download Template link. Clicking on the Revert Bids link will delete any existing bids for CBGs in the state and replace them with any bids that were in place at the start of the round (bids generated from proxy instructions submitted in previous rounds).¹⁵ If the last upload was unsuccessful, you will need to press the Clear Errors link to clear the error status before the Revert Bids link appears.¹⁶ The Revert Bids link will be grayed out if the current bids are those that existed at the start of the round.

7.4. Verifying Bids

Once you have submitted your bid file for a state in a round, it is important that you take the additional step of verifying that your bids were submitted properly. You should do this after each time you upload your bids in a round.

You can view a summary of your bids by state on the Upload Bids and the My Bids Summary screens. To view your individual bids for each state, download the My Bids and My Carried-Forward Bids¹⁷ files, available from the Downloads menu. Saving the downloaded My Bids file will give you a record of the bids you submitted.

¹⁴ A bidder's submitted bids in a round refers both to the bids that were submitted by the bidder in the round, including any proxy instructions, and to any proxy bids submitted automatically by the bidding system based on previously submitted proxy instructions.

¹⁵ For Round 1, clicking Revert Bids will delete all existing bids for that state.

¹⁶ Recall that the Clear Errors link will also return your bids to the last set of bids you uploaded successfully in the round. If you had not successfully submitted any bids in the round, the Clear Errors link will revert to any bids that were in place at the start of the round (proxy bids), as does the Revert Bids link.

¹⁷ Carried -forward bids cannot be changed or removed by a bidder. Carried-forward bids are automatically submitted by the system for CBGs that you were bidding on at the previous round's clock percentage. See Section 5 of the *Auction 904 Technical Guide* for more information on carried-forward bids.

You can also download the My Bid Audit Log file to see the history of which users uploaded bids for the bidder, the time at which any files were uploaded, and whether the uploads were successful. As with other downloadable files, the My Bid Audit Log file is available by state for each round.

If you entered proxy instructions in a prior round for all of your bids in a state, you can verify the bids that were generated from these proxy instructions using the same steps. Figure 28 illustrates the Upload Bids screen when bids are entered by the system based on proxy instructions. To view these bids, you can download the My Bids file and the My Carried-Forward Bids file, both available from the Downloads menu.¹⁸ You can download the My Bid Audit Log file to see the history of when the system generated these bids.

Figure 28: Bids entered via proxy instructions

Current Activity		Maximum Activity		Current Activity on New CBGs				Maximum Activity on New CBGs		
\$149,303,434.80		\$349,072,410.90		\$0.00				\$69,814,482.18		
State	Implied Support		Current Activity on New CBGs	Number of CBGs				Last Upload Status	Bidding - Round 4	
	Bids (Activity)	Bids at Clock %		Available	Bids	Bids at Clock %	Future Proxy Instructions			
TOTAL	\$149,303,434.80	\$149,303,434.80	\$0.00	15,674	1,640	1,640	177			
AL	\$6,002,794.00	\$6,002,794.00	\$0.00	1,733	54	54	54	Proxy	Download template Revert Bids	Upload Bids
GA	\$353,228.40	\$353,228.40	\$0.00	2,346			5	Proxy	Download template Revert Bids	Upload Bids
IA	\$42,515,188.00	\$42,515,188.00	\$0.00	1,360			4	Good	Download template Revert Bids	Upload Bids
KS	\$24,892.00	\$24,892.00	\$0.00	752	1	1	1	Proxy	Download template Revert Bids	Upload Bids
MN	\$12,167,986.00	\$12,167,986.00	\$0.00	1,704	54	54	54	Proxy	Download template Revert Bids	Upload Bids
NY	\$5,943,506.40	\$5,943,506.40	\$0.00	1,010	176	176	2	Good	Download template Revert Bids	Upload Bids
OK	\$11,662,614.00	\$11,662,614.00	\$0.00	1,457	249	249	2	Good	Download template Revert Bids	Upload Bids
TN	\$0.00	\$0.00	\$0.00	1,758	0	0	0	Good	Download template Revert Bids	Upload Bids
TX	\$65,331,710.00	\$65,331,710.00	\$0.00	3,382	643	643	54	Good	Download template Revert Bids	Upload Bids

We urge you to download the My Bids file, the My Carried-Forward Bids file (available once R2 is announced), and the My Bid Audit Log file for each round, no matter if you entered the bids using an upload or if you used proxy instructions in a prior round!

In the event you experience any problems bidding during the round, these files may be useful when trying to resolve any issues.

¹⁸ You can also view bids generated from proxy instructions by downloading the Bids Template, as it will be pre-populated with these bids.

7.4.1. My Bids Summary Screen

Throughout the auction, you may verify the bids that have been submitted in a round on behalf of your qualified bidder on the My Bids Summary screen. The My Bids Summary screen is accessed through a link on the navigation bar on the left side of the screen.

The layout and content of the My Bids Summary screen are similar to that of the Upload Bids screen. The table on the My Bids Summary screen contains a row of data for each state for which you are eligible to place bids. In Round 1, this will be every state for which you were initially eligible to bid. For later rounds, this list may be shorter. My Bids Summary will show a warning at the top of the screen if no bids exist for a state that the bidder is eligible to bid for, as illustrated in Figure 30.

The data provided on this screen include the overall totals, and the totals by state, of the bidder’s implied support, including implied support at the clock percentage. It also includes the T+L weights of the bids and information on the number of CBGs available and those for which the bidder has bid. These counts are also available in terms of the number of locations. A radio button, located above the main table, controls whether counts of CBGs or Locations are displayed.

Starting in Round 2 and until the budget clears, the My Bids Summary screen displays an activity table with the bidder’s current activity and its maximum allowable activity based on its bidding eligibility. It also displays the bidder’s current and maximum allowable activity on new CBGs, and the number of CBGs in carried-forward bids.

Figure 29 shows an example of the My Bids Summary for Round 1, and Figure 30 shows the My Bids Summary for later rounds before the budget clears.

Figure 29: Layout of the My Bids Summary screen for Round 1

Warning: you have not submitted bids for AL, GA, IA, KS, NY, OK, TN, TX, or WY.

State	Implied Support		T+L Weight(s)	Number of CBGs			Future Proxy Instructions
	Bids (Activity)	Bids at Clock %		Available	Bids	Bids at Clock %	
TOTAL	\$12,574,802.00	\$12,574,802.00	40	15,674	47	47	32
AL	\$0.00	\$0.00		1,733	0	0	0
GA	\$0.00	\$0.00		2,346	0	0	0
IA	\$0.00	\$0.00		1,360	0	0	0
KS	\$0.00	\$0.00		752	0	0	0
MN	\$12,574,802.00	\$12,574,802.00	40	1,704	47	47	32
NY	\$0.00	\$0.00		1,010	0	0	0
OK	\$0.00	\$0.00		1,457	0	0	0
TN	\$0.00	\$0.00		1,758	0	0	0
TX	\$0.00	\$0.00		3,382	0	0	0
WY	\$0.00	\$0.00		172	0	0	0

Figure 30: Layout of the My Bids Summary screen for Rounds 2+ before budget clears

Warning: you have not submitted bids for TN.

Carried-forward bids and bids generated from proxy instructions are included below.

Round 4

	Current Activity	Maximum Activity	Current Activity on New CBGs	Maximum Activity on New CBGs
	\$151,955,414.80	\$349,072,410.90	\$1,515,946.00	\$69,814,482.18

View By: CBGs Locations

State	Implied Support			Current Activity on New CBGs	T+L Weight(s)	Number of CBGs				
	Only in Carried-forward Bids	Bids (Activity)	Bids at Clock %			Available	Only in Carried-forward Bids	Bids	Bids at Clock %	Future Proxy Instructions
TOTAL	\$196,048,094.90	\$151,955,414.80	\$151,955,414.80	\$1,515,946.00	35, 40, 50, 60, 75, 90	15,674	2,088	1,654	1,654	177
AL	\$46,348,222.00	\$7,750,632.00	\$7,750,632.00	\$611,804.00	50	1,733	453	64	64	54
GA	\$41,364,862.00	\$353,228.40	\$353,228.40	\$0.00	60	2,346	662	5	5	5
IA	\$0.00	\$43,419,330.00	\$43,419,330.00	\$904,142.00	50	1,360	0	414	414	4
KS	\$28,701,086.00	\$24,892.00	\$24,892.00	\$0.00	40	355	221	1	1	1
MN	\$58,271,134.00	\$12,167,986.00	\$12,167,986.00	\$0.00	50	1,070	451	54	54	54
NY	\$1,518,050.80	\$5,943,506.40	\$5,943,506.40	\$0.00	90	1,070	27	176	176	2
OK	\$3,678,414.10	\$11,662,614.00	\$11,662,614.00	\$0.00	75	1,457	70	249	249	2
TN	\$0.00	\$0.00	\$0.00	\$0.00	75	1,758	0	0	0	0
TX	\$16,166,326.00	\$65,331,710.00	\$65,331,710.00	\$0.00	35	3,382	204	643	643	54
WY	\$0.00	\$5,301,516.00	\$5,301,516.00	\$0.00	50	172	0	48	48	1

For rounds after the budget clear, the table includes summary information about *Carried Forward Bids*, and no longer includes the *Current Activity on New CBGs* column, as illustrated in Figure 31.

Figure 31: Layout of the My Bids Summary screen after the budget clears

BUDGET CLEARED (Round 8)

Reliable Access, Inc.

Clock % 100% Round 9 Round 9 ends in: 1:00:00 12:00 PM ET 8/18/2020

My Bids Summary (Generated: Tuesday, August 18 2020, 12:59:58 PM ET by Jane Bidder)

Carried-forward bids and bids generated from proxy instructions are included below.

Round 9

View By: CBGs Locations

State	Implied Support			T+L Weight(s)	Number of CBGs				
	Carried-forward Bids	Bids	Bids at Clock %		Carried-forward Bids	Bids	Bids at Clock %	Future Proxy Instructions	
TOTAL	\$23,677,811.40	\$7,276,038.41	\$7,227,557.70	40, 50, 60, 75, 90	648	295	291	5	
AL	\$1,128,916.80	\$158,561.00	\$158,561.00	50	19	7	7	0	
GA	\$2,510,260.00	\$1,101,091.20	\$1,101,091.20	60	168	89	89	2	
IA	\$784,782.00	\$471,243.00	\$471,243.00	50	18	7	7	0	
KS	\$93,969.40	\$80,545.20	\$80,545.20	40	2	2	2	0	
MN	\$18,064,354.00	\$5,194,062.00	\$5,194,062.00	40	404	174	174	2	
NY	\$128,645.60	\$48,480.71	\$0.00	90	10	4	0	0	
OK	\$226,223.20	\$21,868.50	\$21,868.50	75	11	4	4	0	
TN	\$33.60	\$28.80	\$28.80	40	1	1	1	0	
WY	\$740,626.80	\$200,158.00	\$200,158.00	50	15	7	7	1	

7.4.2. My Bids Download

To view the bidder's bids in a state, you can download the My Bids file for the state. The My Bids file is accessed through the Downloads link on the navigation bar on the left side of the screen and is on the My States tab of the Downloads menu, as illustrated in Figure 32.

For Round 1, this file will contain the bids from the last successful upload. For later rounds, after the clock percentage for the round has been announced and before the round starts, the file will contain bids that the system generated from proxy instructions, if any. During the round, the file will be updated to reflect the bids from the latest successful upload.

Each time you upload bids for a state, you should verify your bids by downloading a new copy of the My Bids file.

You can download the My Bids file for particular rounds and states. You can select the current round or any past round using the round selector and any state for which the bidder bid using the state selector.

Figure 32: My Bids download

The screenshot displays the Auction 904 Bidding System interface. At the top, the header includes the Rural Digital Opportunity Fund Auction 904 logo, the status 'BUDGET CLEARED (Round 8)', the bidder 'Reliable Access, Inc.', the current clock percentage '100%', the current round '9', and the time remaining for Round 9: '1:00:00' ending on '8/18/2020'. The left sidebar contains navigation options: Upload Bids, My Bids Summary, My Results, Aggregate Results, Auction Info, Auction Schedule, Messages, and Downloads (which is currently selected). The main content area is titled 'Downloads' and has the 'My States' tab selected. Below the tabs, there are filters for 'Filter By Round: Round 9' and 'Filter By State: OK'. A table lists the following download files:

Format	Description
 My Bids	My Bids
 My Bid Audit Log	My Bid Audit Log
 My Carried-forward Bids	My Carried-forward Bids
 (data not yet available)	My Bid Results
 My Items Support Ranges	My Items Support Ranges
 (data not yet available)	Item Status

At the bottom of the sidebar, it shows the user is logged in as 'Jane Bidder' with a 'Logout' button. The footer contains the copyright notice: '© 2000-2020 by Power Auctions, LLC.'

7.4.3. My Carried-Forward Bids Download

The system automatically submits a bid for any CBG on which you bid at the previous round's clock percentage. After the budget clears, those are CBGs that were not assigned when the last round's bids were processed. Carried-forward bids remain at the previous round's clock percentage. You cannot remove these bids. During bid processing, these carried-forward bids will be considered by the system along with the bids you submit in the round.

To see your carried-forward bids in a state, you can download the My Carried-Forward Bids file for that state. The My Carried-Forward Bids file is accessed through the Downloads link on the navigation bar on the left side of the screen and is on the My States tab of that Download menu.

You can download the My Carried-Forward Bids file for any round and state using the pull-down selectors. The download screen will indicate “state no longer available” for rounds if you no longer have any carried-forward bids in this state.

7.4.4. My Bid Audit Log

My Bid Audit Log, located on the My States tab of the Downloads menu, provides an audit log showing the source of your bids for a given state in a given round. The source may be the system (carried-forward bids and proxy instructions), an authorized bidder, or a telephonic bid assistant if you call for assistance with your bid uploads.

This audit log will show all the upload attempts for the qualified bidder for a given state, including whether the upload attempt was successful, the name of the bidder that uploaded the file, and the time of the upload. The audit log also includes time-stamped entries for other actions, such as reverting bids. Remember: If multiple uploads are done for a state during a round, only the bids in the file from the last successful upload will be used in bid processing.

7.5. Bidding Tools

The system provides two tools that provide useful information for bidding: the Bid Template and the My Items Support Ranges download. Each of these tools is described in greater detail below.

7.5.1. Bid Template (More Than Just an Upload Template)

The bid template file, accessed through a link on the Upload Bids screen, is more than just an upload template. For upload purposes, it contains all CBGs for which you are eligible to bid in a given state. However, this file can also be used to verify your bids for a given state, as it contains the bids that the system generated from proxy instructions or from the last successful bid upload, whichever is appropriate. The bid template lists the implied support associated with each of these bids.

Starting in Round 2, the bid template provides information about your bids in the previous round, including whether you bid at the clock percentage. This is useful if you wish to continue bidding for the same items each round; you can easily filter for these items. It also provides the package ID that you used in the last round. If you wish to continue bidding for the same packages, you can copy the *previous_round_package* (package ID) column into the *PACKAGE_ID* column for this round's bids.

Once the budget clears, the bid template indicates whether you can continue bidding for a CBG as part of a package. This will help identify remainders from packages where you were assigned part of the package in an earlier round.¹⁹

¹⁹ See *Auction 904 Procedures Public Notice* at Section IV.B.4.d for more information on remainders.

7.5.2. My Items Support Ranges Download

The My Items Support Ranges file, located on the My States tab of the Downloads menu, provides the range of implied support amounts you could receive for items in a given state if those bids were assigned to you in this round.²⁰ This file provides a quick view of possible implied support ranges for your T+L weight(s).

In Round 1, this file will provide minimum and maximum implied support amounts, based on the range of price point percentages for the round, for your eligible CBGs and for each of your eligible T+L weights. In later rounds, the reported amounts depend on which T+L weights you bid for previously, and which are still feasible given the clock percentage for the round. This download is not affected by the bids placed in the current round.

For each item, this file includes entries for all possible T+L weights in the auction. Only the T+L weights for which you are eligible will have values; the others will be blank. The maximum implied support column for a given T+L weight will only contain an amount for an item if that weight is feasible at the last round's clock percentage. Similarly, the minimum implied support column for a T+L weight will only contain an amount if that weight is feasible at this round's clock percentage. For example, in a round with a clock percentage of 40%, you will not see a minimum implied support listed for T+L weight 40, as any bid with this weight must be for 41% or higher.

The actual assigned support you receive if your bid is assigned will be at least as great as the implied support of your bid. See *Auction 904 Procedures Public Notice* at Section IV.B.4, and the Auction 904 Technical Guide at Section 6, available at www.fcc.gov/auction/904/education for more information on bid processing.

²⁰ For more information on how implied support is calculated for a given T+L weight, see the *Auction 904 Procedures Public Notice* at Section IV.B.4 and the Auction 904 Technical Guide at Section 6.

8. Viewing Results

After the close of a bidding round, the bidding system processes bids and makes results available to bidders. These results can be viewed on the Aggregate Results and My Results screens, and in several downloadable files. Note that details about the specifications for downloadable files will be available on the FCC website for Auction 904 (www.fcc.gov/auction/904) in the Education section.

8.1. Viewing Overall Auction Status and Results

The Aggregate Results screen provides basic information about the progress of the auction including the aggregate cost of bids in the round and a tally of the number of CBGs, in total and by state, with different levels of bidding activity, as measured by the number of bids. The Item Status download file provides bidding activity at a CBG level for each state.

This information is available for all states, not just those for which you are eligible.

8.1.1. Aggregate Results Screen

The Aggregate Results screen is accessed through a link on the navigation bar on the left side of the screen. This screen becomes available once the results of Round 1 have been posted and is updated after each round is posted.

Before the budget clears, the Aggregate Results screen provides metrics showing how close the auction is to the budget clearing and summary data showing the demand for items in each state.

The table at the top of the screen shows the auction budget, the aggregate cost of implied support (based on bids at the clock percentage), and the amount by which the aggregate cost in the round exceeds the budget.

The second table summarizes the demand for all items in the auction. This table contains a row of data for the auction overall and a row for each state, and indicates the number of CBGs with zero bids, one bid, and two or more bids at the clock percentage.

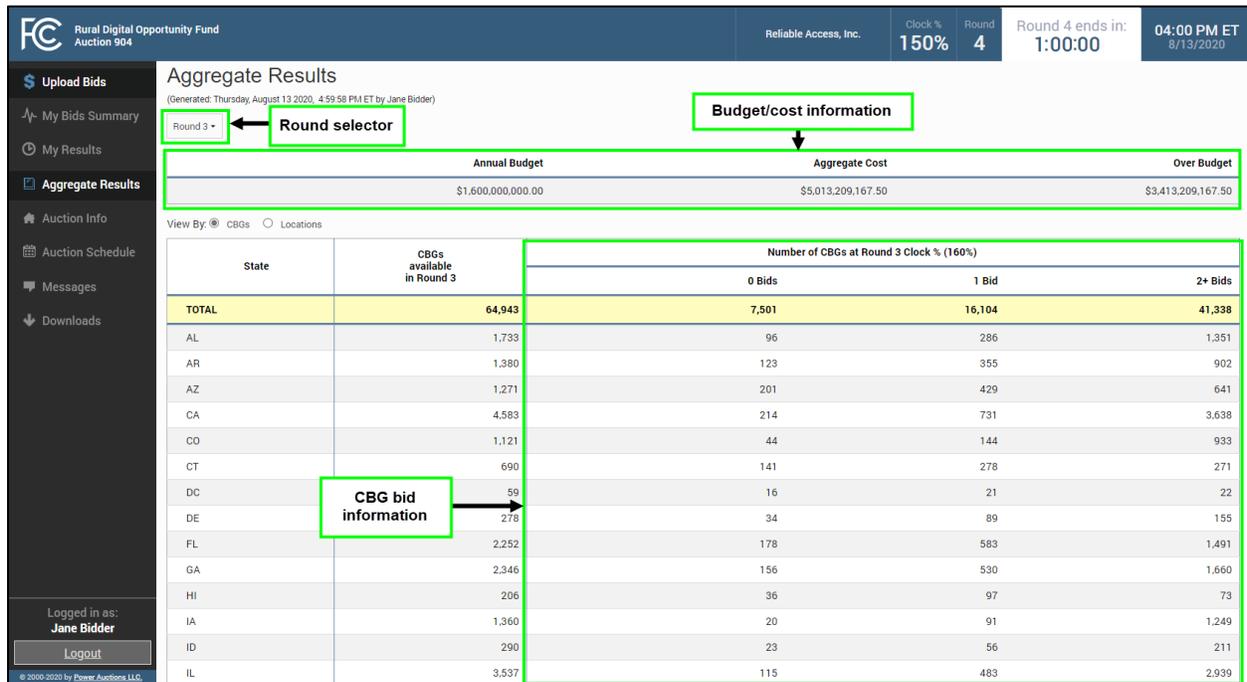
The Aggregate Results screen provides these counts in two different ways: by number of CBGs and by number of locations. A radio button, located above the main table, controls which counts are displayed.

You may view the results from previous rounds on the Aggregate Results screen by selecting the round number from the round drop-down menu located near the top of the screen.

The column headed "CBGs available in Round x" assumes that at least one bidder that signed up for that state still has activity. In Round 2+, in order to see how many carried-forward bids existed going into a round, you need to look back at the previous round and add together the amounts for "1 Bid" & "2+ Bids" at the clock percentage.

Figure 33 illustrates the Aggregate Results screen before the budget clears.

Figure 33: Layout of the Aggregate Results screen before the budget clears



After the budget clears, the Aggregate Results screen indicates, overall and by state, the number of CBGs that were assigned so far in the auction, the number of CBGs that are no longer available to be assigned to any bidder, and the number of CBGs that are available for bidding in the next round. For comparison purposes, the system also provides the number of CBGs that were available for bidding in the most recently processed round.

For CBGs that continue to be available for bidding in the next round, the Aggregate Results screen indicates whether there is one carried-forward bid, or two or more carried-forward bids, for the remaining items.²¹ A bidder will have a carried-forward bid if it placed a bid for an item at the clock percentage and that item has not yet been assigned to the bidder. After the clearing round, a bidder can bid for a specific item in the next round only if it has a carried-forward bid for the item and the item has not already been assigned to another bidder.

Figure 34 illustrates the Aggregate Results screen after the budget clears.

²¹ A CBG can have a single carried-forward bid if it is being bid as part of a package bid and the minimum scale percentage for that package bid was not met.

Figure 34: Layout of the Aggregate Results screen after the budget clears

Aggregate Results
(Generated: Tuesday, August 18 2020, 12:59:58 PM ET by Jane Bidder)

View By: CBGs Locations

State	Total CBGs			Available CBGs		
	Available in Round 8	Assigned through Round 8	Unavailable in Round 9	Available in Round 9	1 Carried-forward Bid	2+ Carried-forward Bids
TOTAL	64,943	20,626	37,914	6,403	2,767	3,636
AL	1,733	741	803	189	119	70
AR	1,380	591	704	85	50	35
AZ	1,271	460	471	340	84	256
CA	4,583	1,760	1,877	946	309	637
CO	1,121	507	340	274	70	204
CT	690	252	378	60	41	19
DC	59	22	37	0	0	0
DE	278	115	151	12	5	7
FL	2,252	867	1,293	92	76	16
GA	2,346	651	1,388	307	182	125
HI	206	38	168	0	0	0
IA	1,360	649	497	214	96	118
ID	290	113	104	73	31	42

8.1.2. Item Status Downloads

Before the budget clears, the downloadable Item Status file reports the total number of bids at the clock percentage for each item in a state: 0 bids, 1 bid, and 2 or more bids.

After the budget clears, this download reports whether the item has been assigned; whether it is available for bidding in the next round; and, if the item is available for bidding in the next round, whether the item has one carried-forward bid or two or more carried-forward bids.

After each round, the Item Status file also provides, for each item that received 1 bid or 2 or more bids at the round’s clock percentage, the lowest T+L weight among those bids.

You can download the Item Status file for all the states in the auction. The Item Status files on the My States tab of the Downloads screen include only the states for which you are eligible to bid; the Item Status downloads for every state are located on the All States tab of the Downloads screen.

8.2. Viewing My Bid Results

The My Results screen provides a summary of your bid results by state for a given round. The My Bid Results download provides the results for each bid placed in that round. The My Assignments downloads, described in Section 8.3.2, document the details of your assigned bids.

8.2.1. My Results Screen

The My Results screen is accessed through a link on the navigation bar on the left side of the screen. This screen provides summary information on the results of bids placed for each state.

This screen displays a table with a row of data for your auction total and for each of the states for which you were eligible to bid at the start of the auction, summarizing your bids at the clock percentage for the most recently processed round.

Before the budget clears, the table contains the following information: your total implied support for bids at the clock percentage, the T+L weights for your bids, and the number of CBGs included in your bids. You have the option of viewing the results in terms of number of CBGs or number of locations. A radio button, located above the table, controls which counts are displayed.

You may view the bid results from previous rounds on the My Results screen by selecting the round number from the round drop-down menu located near the top of the screen.

The layout of the My Results screen before the budget clears is shown in Figure 35 below. Note that the “Implied Support at Clock %” will be the same as the “Carried-Forward Implied Support” for the next round.

Figure 35: Layout of the My Results screen before the budget clears

The screenshot shows the 'My Results' page for Auction 904. The top navigation bar includes the Rural Digital Opportunity Fund logo, 'Reliable Access, Inc.', 'Clock % 150%', 'Round 4', and 'Round 4 ends in: 1:00:00' on 8/13/2020 at 04:00 PM ET. The main content area is titled 'My Results' and shows a table for 'Round 3 at Clock % (160%)'. The table has columns for State, Implied Support at Clock %, T+L Weight(s), and CBGs. A sidebar on the left contains navigation options like Upload Bids, My Bids Summary, My Results, Aggregate Results, Auction Info, Auction Schedule, Messages, and Downloads. A 'Round selector' is visible above the table, and an 'Activity information' box is also present.

State	Implied Support at Clock %	T+L Weight(s)	CBGs
TOTAL	\$349,072,410.90	35, 40, 50, 60, 75, 90	3,734
AL	\$53,487,050.00	50	513
GA	\$41,757,338.00	60	667
IA	\$42,515,188.00	50	410
KS	\$28,725,978.00	40	222
MN	\$70,439,120.00	40	505
NY	\$8,452,141.60	90	203
OK	\$16,896,043.30	75	319
TN	\$0.00		0
TX	\$81,498,036.00	35	847
WY	\$5,301,516.00	50	48

After the budget clears, the My Results screen also includes the items you are assigned to date. This summary includes the assigned support amount, as well as the support, as bid, for items that were assigned.²² In addition, the My Results screen provides a summary of the implied support for the carried-forward bids for the items you can bid for in the next round. If you have no carried-forward bids, the carried-forward columns will be grayed out.

The layout of the My Results screen after the budget clears is shown in Figure 36 below.

²² The assigned support will always be greater than or equal to the provisionally winning bid amount (implied support), due to the “second price” rule.

Figure 36: Layout of the My Results screen after the budget clears

My Results
(Generated: Tuesday, August 18 2020, 12:59:58 PM ET by Jane Bidder)

View By: CBGs Locations

State	My Assigned Support through Round 8				Round 9 - My Carried-forward Bids		
	Assigned Support	Provisionally Winning Bids	T+L Weight(s)	CBGs	Carried-forward Implied Support	T+L Weight(s)	CBGs
TOTAL	\$30,089,436.40	\$26,641,009.00	35, 40, 50, 60, 75, 90	345	\$23,677,811.40	40, 50, 60, 75, 90	648
AL	\$2,411,169.60	\$2,066,716.80	50	19	\$1,128,916.80	50	19
GA	\$3,646,941.40	\$3,044,314.00	60	59	\$2,510,260.00	60	168
IA	\$1,819,907.40	\$1,598,353.20	50	18	\$784,782.00	50	18
KS	\$4,985,677.80	\$4,558,590.40	40	64	\$93,969.40	40	2
MIN	\$4,362,556.40	\$4,009,649.00	40	43	\$18,064,354.00	40	404
NY	\$37,231.80	\$24,821.20	90	7	\$128,645.60	90	10
OK	\$563,343.30	\$438,155.90	75	14	\$226,223.20	75	11
TN	\$0.00	\$0.00		0	\$33.60	40	1
TX	\$8,830,123.70	\$7,958,278.50	35	97			
WY	\$3,432,485.00	\$2,942,130.00	50	24	\$740,626.80	50	15

Logged in as: Jane Bidder
Logout

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8.2.2. My Bid Results Download

The My Bid Results download file, available on the My States tab of the Downloads menu, lists the posted results for your bids on items in the selected state.

Before the budget clears, the My Bid Results download indicates whether you can place a bid for an item in the next round based on your T+L weight for the item. This download also lists the implied support for each item for which you bid.

After the budget clears, the My Bid Results download indicates whether the item was assigned to you, assigned to another bidder, or was not assigned in the round. If the item was unassigned in the round and you bid at the clock percentage, your bid will be carried forward, and you can continue bidding for this item in the next round. If you were bidding for the item as part of a package bid, the My Results download will indicate whether you can continue to bid for the item as part of a package or whether you must bid for the CBG individually.

8.3. Viewing Assigned Bids at the Conclusion of the Auction

Once the budget clears, the system starts providing information about the items that were assigned to you. When the auction concludes, you can view information about all assignments on the My Results screen and the My Assignments downloads.

8.3.1. My (Final) Results Screen

When the bidding concludes, the My Results screen provides a summary of the items you were assigned in the auction. This screen has the same format as the My Results screen for a round after the budget clears except that there is no information pertaining to carried-forward bids.

Figure 37: Layout of the My Results screen after auction concludes

My Results
 (Generated: Thursday, August 20 2020, 1:59:58 PM ET by Jane Bidder)

Round 13 -

View By: CBGs Locations

State	My Assigned Support through Round 13			CBGs
	Assigned Support	Provisionally Winning Bids	T+L Weight(s)	
TOTAL	\$32,906,115.00	\$28,987,374.64	35, 40, 50, 60, 75, 90	479
AL	\$2,498,784.00	\$2,139,753.60	50	23
GA	\$4,826,918.00	\$4,006,381.20	60	132
IA	\$2,187,291.00	\$1,904,506.20	50	20
KS	\$5,078,829.60	\$4,638,434.80	40	65
MN	\$5,173,175.20	\$4,704,833.40	40	85
NY	\$50,269.80	\$37,050.84	90	9
OK	\$588,049.10	\$455,848.10	75	17
TN	\$0.00	\$0.00		0
TX	\$8,830,123.70	\$7,958,278.50	35	97
WY	\$3,672,674.60	\$3,142,288.00	50	31

Logged in as: Jane Bidder
 Logout

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8.3.2. My Assignments Downloads

Once the budget clears, three assignment files become available to download: My Assigned Bids, My Assigned Package Items, and My Assigned Census Blocks.

My Assigned Bids contains a list of all of your assigned bids and their corresponding assigned support amounts. If an assigned bid is a package bid, the items within the package bid are listed in My Assigned Package Items. My Assigned Census Blocks contains the blocks associated with the CBGs that were assigned to you.

These files are cumulative and are updated after each posted round. The files will contain the full list of your assigned bids after the results of the final bidding round are posted.

9. Downloadable Files

The system provides downloadable files that can be accessed at any time during the auction. These downloads are described in Section 4.3. Note that details about the specifications for downloadable files are available on the FCC website for Auction 904 (www.fcc.gov/auction/904) in the Education section.

The downloadable files are made available at different times depending upon when the underlying data is generated. Some are available as soon as a round is announced, but others are only available once the results of a round are posted or after the budget clears. In Figure 38 below, you can see that the My Bid Results and Item Status download files are grayed out, indicating that they are not available. This is because the selected round, Round 9, is still open for bidding, and these files are only available for rounds that have been processed and for which the results have been posted.

The download screen will indicate “data not yet available” for downloads that are not available because the budget has not cleared or the round results have not been posted. The download screen will indicate “state no longer available” for downloads if the bidder is no longer eligible to bid for items in the state.

Figure 38: Downloads screen – During Round 9

The screenshot displays the 'Downloads' section of the auction system. The top header includes the FCC logo, 'Rural Digital Opportunity Fund Auction 904', 'BUDGET CLEARED (Round 8)', 'Reliable Access, Inc.', 'Clock % 100%', 'Round 9', 'Round 9 ends in: 1:00:00', and '12:00 PM ET 8/18/2020'. The sidebar on the left contains navigation links: Upload Bids, My Bids Summary, My Results, Aggregate Results, Auction Info, Auction Schedule, Messages, and Downloads (highlighted). The main content area shows a 'Downloads' tab with sub-tabs: My States, All States, My Assignments, and Other. Below the tabs are filters: 'Filter By Round: Round 9' and 'Filter By State: AL'. A table lists the following files:

Format	Description
	My Bids
	My Bid Audit Log
	My Carried-forward Bids
(data not yet available)	My Bid Results
	My Items Support Ranges
(data not yet available)	Item Status

The bottom of the sidebar shows the user is logged in as 'Jane Bidder' with a 'Logout' button. The footer contains the copyright notice: '© 2000-2020 by Power Auctions, LLC.'

The downloadable files are grouped into four tabs: My States, All States, My Assignments, and Other. Table 3 lists the groupings, the files, and when each file is available for a round.

Table 3: Availability of Downloads

Download tab	Filters	Download	Availability
My States	Round, State	My Bids	When round is announced
		My Bid Audit Log	When round is announced
		My Carried-Forward Bids	After R2+, when round is announced
		My Bid Results	When round is posted
		My Items Support Ranges	When round is announced
		Item Status (only eligible states)	When round is posted
All States	Round, State	Item Status (all states)	When round is posted
My Assignments	State	My Assigned Bids	After the budget clears, updated when round is posted
		My Assigned Package Items	After the budget clears, updated when round is posted
		My Assigned Census Blocks	After the budget clears, updated when round is posted
Other	Round	My Bidder Status	When round is announced

To download one of these files, you may need to pick a round or state from the filter drop-down menus. In Figure 38 above, Round 9 is open for bidding. To download the bids that have been submitted for Alabama (“AL”) in the current round, the round selector (“Filter by Round”) must be set to “Round 9” and the state selector (“Filter by State”) must be set to “AL”.

Appendix 1: System Troubleshooting

If you continue to experience problems after following the troubleshooting instructions, please call the FCC Auctions Technical Support at (877) 480-3201, option nine; (202) 414-1250; or (202) 414-1255 (TTY) (8:00 a.m.–6:00 p.m. ET on business days).

Situation 1: Page cannot be displayed message on first access

Figure 39: Microsoft Edge (Chromium) connection error message

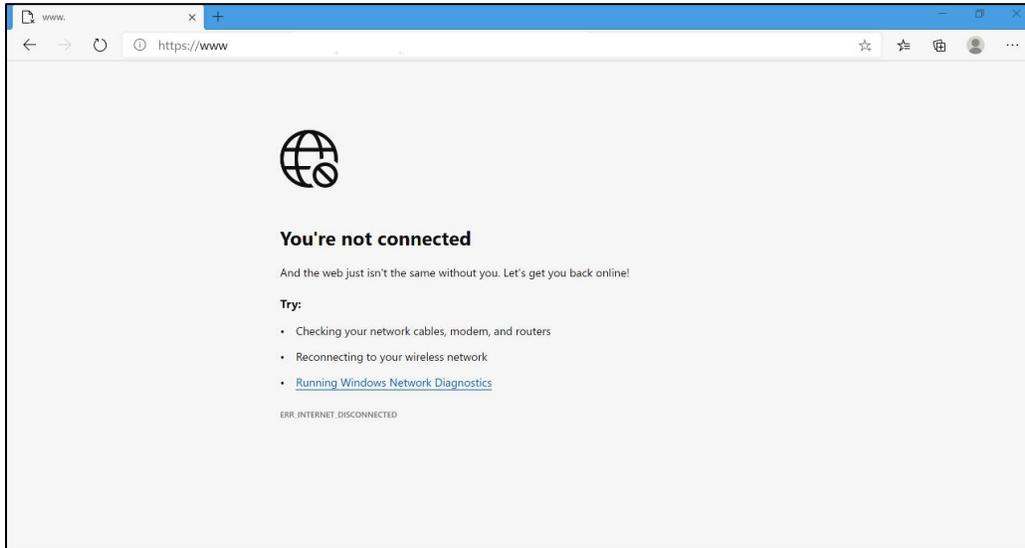
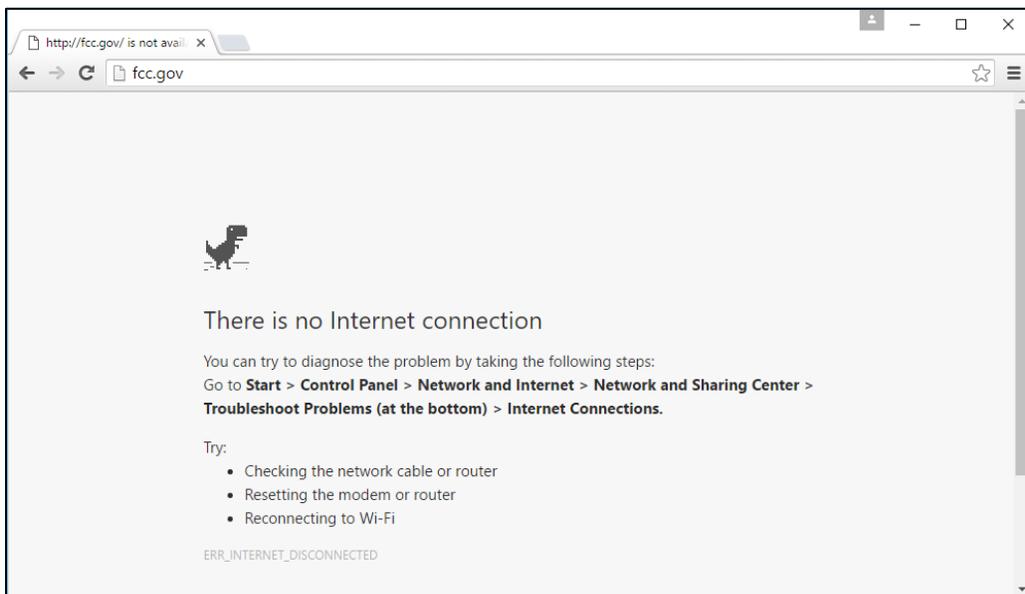


Figure 40: Google Chrome connection error message



If either of the screens shown above appear, complete the following steps:

- Confirm that the computer has external internet access. Try to access a common site on the internet such as www.google.com. If this is unsuccessful, the computer does not have external internet access.
- Confirm that you are using the correct URL for the bidding system.
- Confirm that your organization has not blocked access to the site. Your organization may only allow you to access certain external web sites. Check with your IT department.
- You may not have selected the “OK” button when the message appeared stating that you are about to enter a secure site. Re-start the browser and try again ensuring you click on the “OK” button.
- Confirm that you are using one of the supported browsers (see system requirements in Section 3.1) by performing the following steps:
 - Microsoft Edge (Chromium): First, click on the tools icon  (which can be found in the top right-hand corner of your browser). Then click “Settings” and scroll down to “About this app”. Make note of the version number.
 - Chrome: First, click on the tools icon  (which can be found in the top right-hand corner of your browser). Then click “Help” followed by “About Google Chrome.” Make note of the version number.

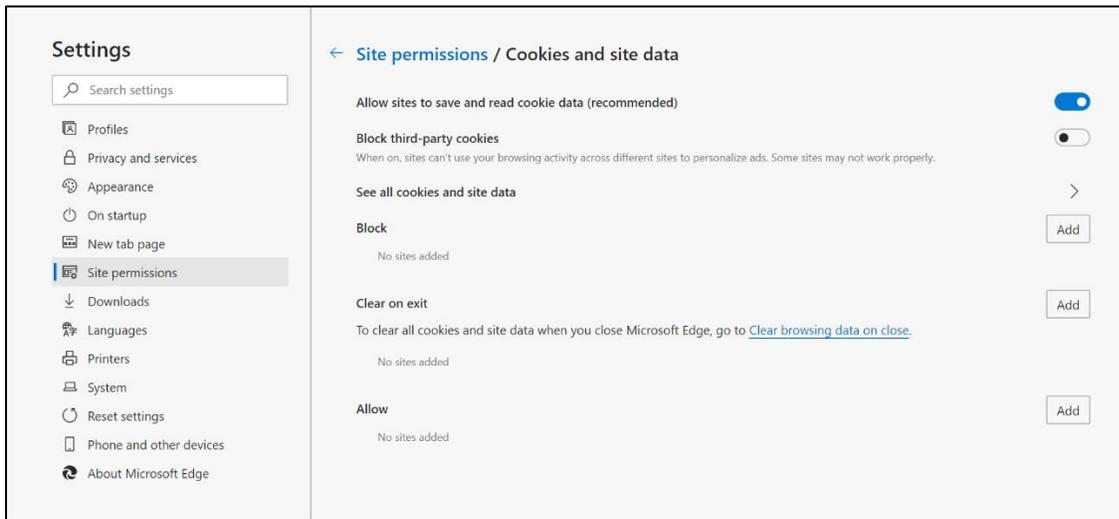
Situation 2: Cookies must be enabled message

The bidding system requires that cookies are enabled in your browser. If cookies are disabled, you will see a message stating that cookies should be enabled.

To enable cookies in Microsoft Edge (Chromium), complete the following steps:

- Click on the tools icon  in the top right-hand corner of your browser.
 - Click on “Settings” and “Site Permissions”.
 - Under “Cookies and site data” slide the circle to the right next to the words “Allow sites to save and read cookie data (recommended)” in as shown in Figure 41.
 - Then, close the “Settings” tab.

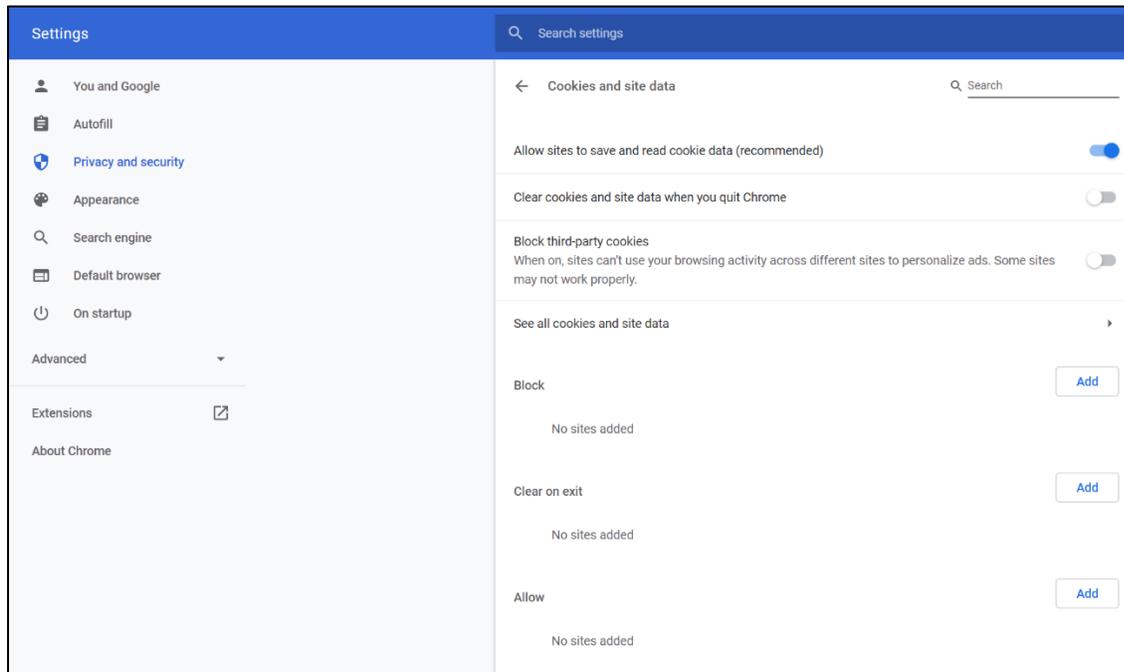
Figure 41: Enabling cookies in Edge



To enable cookies in Chrome, complete the following steps:

- Click on the tools icon  in the top right-hand corner of your browser
 - Click on “Settings” and “Privacy and Security”.
 - In the “Privacy and Security” section, click on the “Site Settings” area, and then click on “Cookies and site data” to display a screen similar to that shown in Figure 42.
 - Slide the circle to the right next to the words “Allow sites to save and read cookie data (recommended)”.
 - Close the “Settings” tab.

Figure 42: Enabling cookies and JavaScript in Chrome



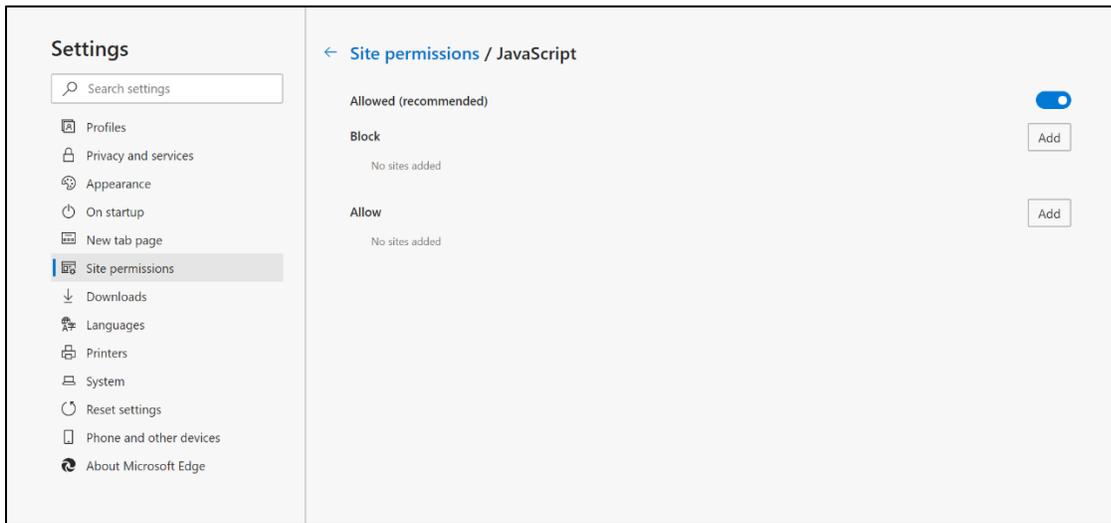
Situation 3: JavaScript must be enabled error message

The bidding system requires that JavaScript is enabled in the browser used. If JavaScript is disabled, there will be a message stating that “JavaScript in this browser is not enabled or is not working.”

To enable JavaScript in Microsoft Edge (Chromium), complete the following steps:

- Click on the tools icon  in the top right-hand corner of your browser.
 - Click on “Settings” and “Site permissions”.
 - Under “JavaScript” slide the circle to the right next to the words “Allowed (recommended)” in Figure 43.
 - Then, close the “Settings” tab.

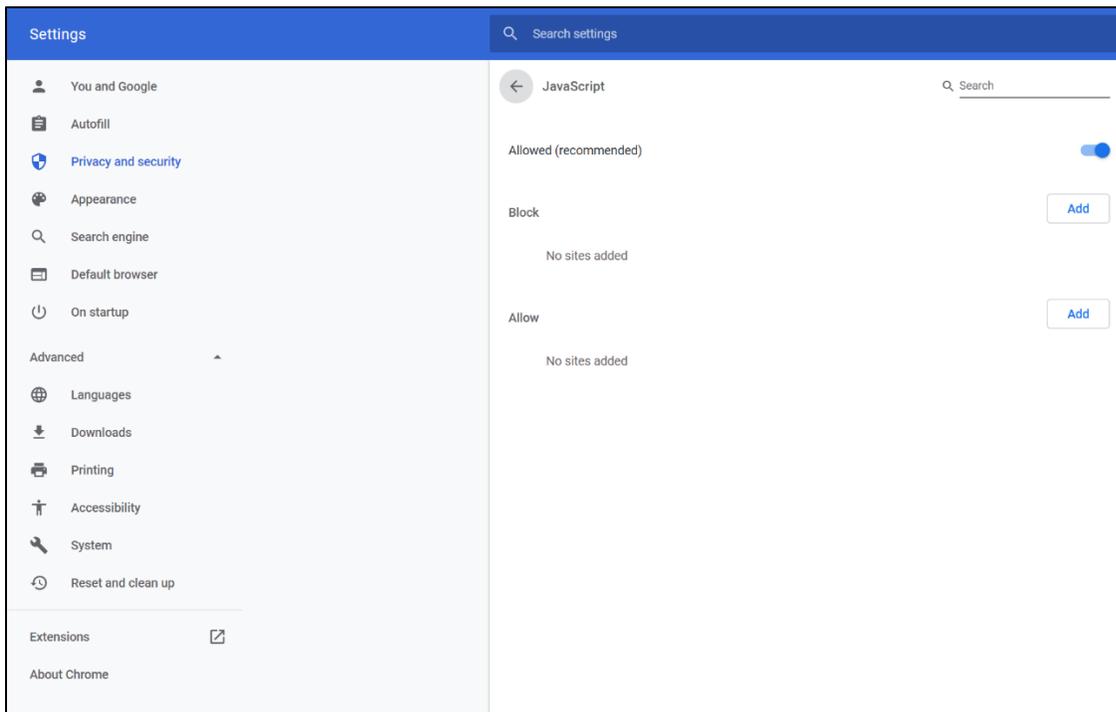
Figure 43: Enabling Java Script in Microsoft Edge (Chromium)



To enable JavaScript in Chrome, carry out the following steps:

- Click on the tools icon  in the top right-hand corner of your browser.
 - Click on “Privacy and Security”.
 - In the “Privacy and security” section, click on the “Site settings” area, and then click on the “JavaScript” area to display a screen similar to that shown in Figure 44.
 - Slide the circle to the right next to the words “Allowed (recommended)”.
 - Then close the “Settings” tab.

Figure 44: Enabling JavaScript in Chrome



Situation 4: Page cannot be displayed message when navigating to new screen

If you have been using the bidding system successfully and “page cannot be displayed” appears when you click on a link or a button, then complete the following steps:

- Click on the Refresh/Reload button to reload the page.
 - If that is successful, please verify any actions that you were taking when the message was displayed. If you were in the middle of placing a bid, those changes will have been lost, and you will need to resubmit the bid upload file. All submitted bids that had the *Good* in the *Last Upload Status* column will remain unaffected.
- Re-navigate to the bidding system URL and, if prompted, log in again.
- If that is successful, please verify any actions that you were taking, as discussed above.
- Your internet connection may have gone down. Confirm that your computer has external internet access. Try to access a common site on the internet such as <http://www.google.com>. If this is unsuccessful, the computer does not have external internet access.
- The bidding system may be down. To confirm whether the bidding system is down, first confirm that you have internet access and then attempt to access the home page (see Section 3.2). If you are unable to view this page, or the page states that the bidding system is unavailable, then the bidding system may be down and you should call the Auction Bidder Line telephone number provided with the registration materials.

Situation 5: Page has expired error message when back button is clicked

Do not use the browser’s back button to access a previous screen. To move between screens, use the links and buttons in the bidding system.

Situation 6: Computer or web browser crashes

If the browser crashes or the computer freezes, it is recommended that you reboot the machine (or use a different machine) to access the bidding system.

Please review any actions that you were taking when the computer crashed. If you were in the middle of submitting a bid, those changes will have been lost, and you will need to resubmit the bid upload file. All submitted bids that had the *Good* in the *Last Upload Status* column will remain unaffected.

If the computer crashes while you are using the bidding system, you may access the bidding system using a different computer. When a user logs in to a second computer, whether the user has logged out of the first computer or not, the second login will automatically cause the user to be logged out of the first computer.

Situation 7: Certificate error message

If you access the bidding system and see a security message similar to that shown in Figure 45 (for Microsoft Edge (Chromium)) or Figure 46 (for Google Chrome), you should not proceed. Please call FCC Technical Support at (877) 480-3201, option nine; (202) 414-1250; or (202) 414-1255 (TTY).

Figure 45: Certificate security error message in Microsoft Edge (Chromium)

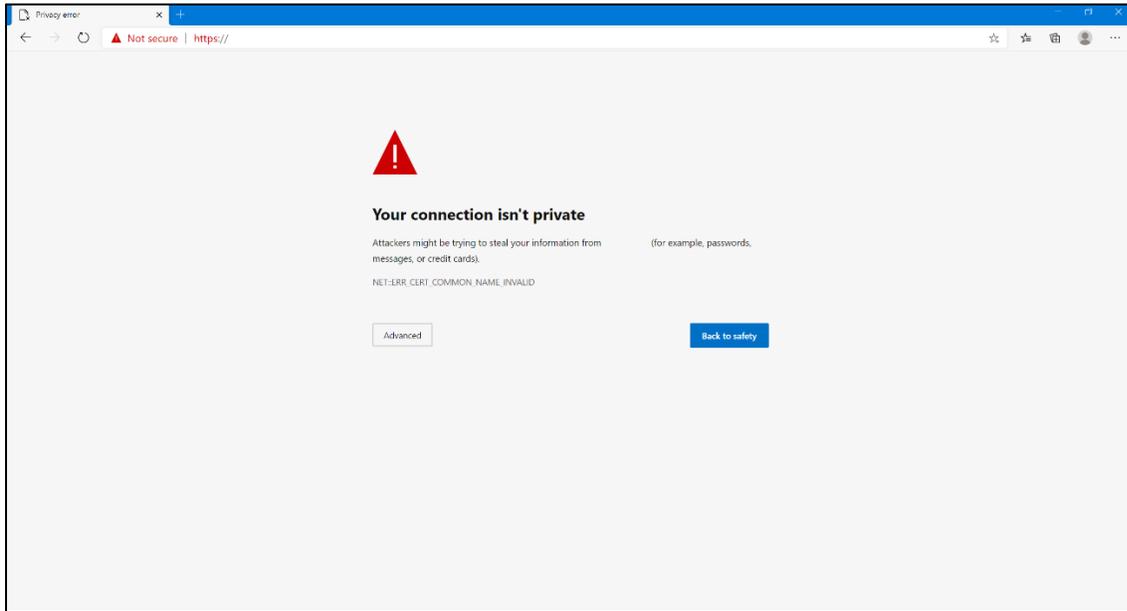
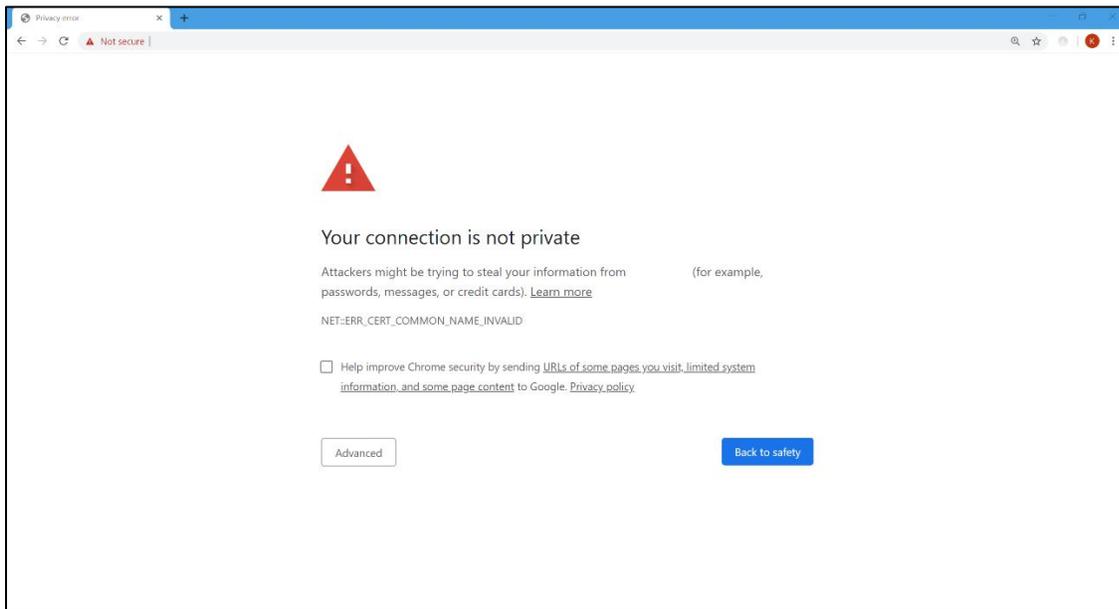


Figure 46: Certificate security error message in Chrome



Appendix 2: RSA SecurID® Token Information

For additional assistance with lost or damaged RSA tokens and for questions about changing a user (i.e., an authorized bidder), the person who has been designated as the contact person, or the certifying official on the bidder's FCC Form 183 application (designated person), should call the Auction Bidder Line telephone number provided with your registration materials.

1. Number of RSA Tokens Issued and Extra RSA Tokens

Each qualified bidder is issued three RSA tokens. Each bidder is permitted to identify up to three authorized bidders on its Form 183. Therefore, a bidder with fewer than three authorized bidders will have one or two extra tokens.

 *Bidders cannot use the extra RSA token unless they contact the FCC to activate the extra RSA token for a specific user.*

Each RSA token must be associated with a specific authorized bidder. RSA tokens are not interchangeable among authorized bidders. The FCC must reassign the token in the RSA server for the token to become functional.

2. Replacing Lost or Damaged RSA Tokens

In the event that an RSA token is lost or damaged, the person who has been designated as the authorized bidder, contact person, or certifying official listed on the bidder's FCC Form 183 should call the Auction Bidder Line telephone number provided with the registration materials to request activation of a replacement token.

3. Change of User (Authorized Bidder)

A qualified bidder may change or replace its authorized bidders. For more information on changing the authorized bidder assigned to an RSA token, the person who has been designated as the authorized bidder, contact person, or certifying official listed on the bidder's FCC Form 183 application should call the Auction Bidder Line telephone number provided with the registration materials.

4. Forgotten PIN

If an authorized bidder forgets his PIN, he should contact FCC Technical Support at (877) 480-3201, option nine; (202) 414-1250; or (202) 414-1255 (TTY) to have the PIN reset. Please note, however, that this process might not occur before a round ends. In this event, a bidder may lose bidding eligibility. FCC Technical Support is generally available Monday through Friday from 8 am to 6 pm ET.

Appendix 3: Bid Upload Errors

The table below lists all the bid upload error codes along with the corresponding error messages that are displayed. The text displayed after the colon and the numbers at the very end of a message are shown below in *italics* and are just examples, for purposes of this user guide, of what could actually be displayed.

E01	File is missing required header: <i>ITEM, T+L_WEIGHT, PRICE_POINT_ENTERED, PACKAGE_ID, MIN_SCALE_PCT</i>
E02	The first five fields in the header must be in this order: ITEM, T+L_WEIGHT, PRICE_POINT_ENTERED, PACKAGE_ID, MIN_SCALE_PCT
E03	Total number of characters for the first five fields must be 70 or less
E04	The bid upload file must be in CSV format
E05	The row must have five fields
E10	Item ID is missing or invalid
E11	Duplicate item ID ²³
E12	You cannot bid on this item
E20	Invalid minimum scale percentage: <i>64.999</i>
E21	Invalid price point: <i>104.999</i>
E22	Minimum scale percentage required if package ID is specified
E23	Package ID required if minimum scale percentage is specified
E24	Minimum scale percentage must be less than or equal to 75
E25	Minimum scale percentage must be the same for all items in the package
E30	CBG is not in state
E40	T+L weight does not match one of your t+l_weight_options: <i>0 40 (Invalid T+L weight specified, e.g. 41)</i>
E41	T+L weight does not match one of your t+l_weight_options: <i>0 75 (Valid T+L weight for which bidder is not eligible, e.g. 90)</i>
E42	T+L weight must match the T+L weight you bid in an earlier round <i>40</i>
E50	R1: Price point must be less than or equal to <i>190</i>
	R2+: Price point must be less than <i>180: 181</i>
E51	Price point must be greater than or equal to <i>16</i>
E52	Price point must be the same for all items in the package
E61	Item was already in a different package
E62	Once some items from a package have been assigned, the remaining unassigned items cannot be in a package
E63	Package ID must be 30 characters or less and contain only letters, numbers, hyphen, underscore, and spaces
E64	CBG was not in a package in the previous round: <i>AL-089-0108001</i>
E70	Item is not available for bidding; you can only bid for items listed in your carried-forward bids download

²³ Note that this error message will only display in the event that rows with duplicated item IDs contain price points.

E80	Packages must contain at least two items with same minimum scale percentage: <i>package1</i>
E81	Total activity exceeds your max activity limit: <i>\$9445013.80 > \$9000000.00</i>
E82	Activity from items that were not bid at last round's clock % exceeds your max activity new CBGs limit: <i>\$9370020.00 > \$200.00</i>
E83	Activity at clock percentage exceeds configured maximum: <i>1,600,000,000.00</i>

Appendix 4: Glossary

Term	Definition
Activity	The sum of the implied support amounts, in dollars and cents, of all of bidder's bids submitted in a round.
Implied Support Across Bids at Clock Percentage	The sum of the implied support amounts, in dollars and cents, for all the bids submitted by a bidder in a round at the round's clock percentage.
Activity Rules	Bidding procedures that limit a bidder's bidding activity for a round based on its activity in the previous round. If the budget has not yet cleared: (1) the bidder's activity cannot exceed its activity from the previous round, and (2) the bidder's activity from areas that the bidder did not bid on at the previous round's clock percentage cannot exceed the maximum switching percentage for the round multiplied by the bidder's implied support at the previous round's clock percentage. Beginning in the first round after the clearing round, no switching is allowed.
Aggregate Cost at Clock Percentage	The sum of all implied support amounts, in dollars and cents, for all items that are part of at least one bid at the round's clock percentage. Each item is counted once using a "most expensive scenario" calculation (using the lowest-weighted tier and latency combination).
Assigned Item	An item for which a bidder has won support in the auction, subject to Commission rules and procedures.
Assigned Support	The amount, in dollars and cents, a winning bidder will receive, if authorized subject to long-form review, for an item or group of items assigned in the auction. The Assigned Support is calculated using a "second price" rule, as defined in <i>Auction 904 Procedures Public Notice</i> at Section IV.B.4, and explained in the Auction 904 Technical Guide at Section 6, available at www.fcc.gov/auction/904/education .
Auction ID	The FCC auction number for this auction, Auction 904.
Clock Percentage	The lowest price point percentage at which a bid will be considered in a round. In each round, the clock percentage is decremented (reduced) by a pre-announced amount set by the FCC. The clock percentage applies to all items. The opening percentage is set at 100 percent plus an additional percentage equal to the largest weight corresponding to the performance tier and latency combinations for which any qualified bidder in the auction is eligible.

Term	Definition
Bid	An offer to provide service to the eligible census blocks in a census block group (item) or a package of items, at a specified tier and latency, in return for receiving support at a price point that is greater than or equal to the price point specified in the bid. The price point of the bid must be less than last round's clock percentage and greater than or equal to this round's clock percentage, except in Round 1, when bids at the opening percentage are allowed. If the bid is for a package, the bid must also specify a minimum scale percentage. If a bidder enters a price point that is less than the current round's clock percentage, this entry results in both a bid (at the clock percentage) and a proxy instruction for the system to submit bids automatically in future rounds down to the specified price point.
Bid ID	A unique identifier for the bid, the result, or the assignment. See "Auction 904 Bidding System File Formats" located on the FCC Auction 904 website in the Education section for more details (available at www.fcc.gov/auction/904).
Bidder	Name of the applicant that was found qualified to bid after the FCC application review process for Auction 904.
Budget	The Rural Digital Opportunity Fund Phase I budget, reported on an annual basis. In Auction 904, bidders compete to provide service in exchange for support that is part of the annual budget.
Budget Cleared	The auction status in which aggregate cost is less than or equal to the budget.
Carried-Forward Bid	A bid that is automatically submitted by the system for the current round. Before the budget clears, these are for items bid for at clock percentage in the previous round. After the budget clears, bids are carried forward if they were submitted at the clock percentage in the previous round and were not assigned. Package bids that were not assigned because the minimum scale percentage was not met will carry over as packages. For item(s) that were part of a package that was partially assigned, the items not assigned in the last round ("remainders") will carry forward as bids for individual items. Bidders may not modify or delete these carried-forward bids but may submit lower bids for the items during the round (as long as those items have not been assigned to another bidder). Carried-forward bids will be considered at the last round's clock percentage during bid processing of the current round.
CBG	A census block group from the 2010 census data set.
Clearing Round	The round in which the budget clears, that is, the first round in which the aggregate cost at the clock percentage is less than or equal to the annual budget.
Eligible State	A state for which the bidder was found eligible after the FCC application review process.

Term	Definition
FRN	The FCC Registration Number, a unique identifier for each bidder.
Implied Support	The amount of support associated with a bid for a given CBG and performance tier and latency weights, at the price point of the bid. Before the budget clears, the sum of the implied support amounts, in dollars and cents, for all of a bidder's bids submitted in a round determine the bidder's activity for the round.
Implied Support Capped	Flag that indicates whether implied support was set by the reserve price, as per the formula for implied support in <i>Auction 904 Procedures Public Notice</i> at para. 225, and the Auction 904 Technical Guide at Section 2, available at www.fcc.gov/auction/904/education .
Item	For Auction 904, the aggregation of eligible census blocks within a CBG.
Item ID	A unique identifier for a CBG in the auction. For Auction 904, this is an ID for the CBG. It includes 2-character state abbreviation, 3-character county FIPS code, 6-character census tract code, and 1-character census block group code.
Latency	The delay in transmission associated with the type of voice and broadband service indicated for a bid in the auction. The possible values are "Low" and "High", with associated weights of 0 and 40 respectively.
Locations	The number of housing units and businesses in census blocks identified as eligible for Phase I support. Each item, or CBG, has a set number of locations.
Maximum Activity on New Items	The maximum amount of activity (measured in terms of implied support dollars and cents) that can correspond to the bidder's bids for items that it did not bid for at the clock percentage of the previous round. Maximum activity on new items equals the maximum switching percentage times the activity at the previous round's clock percentage. Maximum activity on new items only applies to rounds before the budget clears, starting with Round 2.
Maximum Activity This Round	The maximum amount of activity (measured in terms of implied support dollars and cents) that can correspond to the bidder's bids in a given round. The activity rules require that maximum activity this round equals the bidder's activity from the previous round. Maximum activity this round only applies before the budget clears, starting with Round 2.
Maximum Switching Percentage	A percentage that, before the budget has cleared, limits a bidder's activity on items the bidder did not bid for at the clock percentage of the previous round. The maximum switching percentage is used in the calculation of maximum activity on new items.
Minimum Scale Percentage	A percentage entered as part of a package bid that indicates the smallest fraction of the implied support associated with the bid that the bidder is willing to accept. The minimum scale percentage must be less than or equal to the minimum scale percentage cap.

Term	Definition
Minimum Scale Percentage Cap	The highest percentage that a bidder can specify for the minimum scale percentage associated with a package bid. For Auction 904, the cap on the minimum scale percentage is 75%.
Number of Bids for an Item	Total number of bids that include a given item at a given price point, counting all tier and latency combinations. For Auction 904, the number of bids for each item is reported at a round's clock percentage. Possible values are: 0 (no bids at the clock percentage were placed for this round), 1, or 2+.
Over Budget	The difference between the Aggregate Cost at Clock Percentage and the Annual Budget. Over Budget only applies before the budget clears.
Package	Two or more items grouped together for a bid. The bid for a package will be at a single price point, will be associated with a single tier and latency combination, and will specify a Minimum Scale Percentage.
Posted Round	A round status indicating that the bids from the previous round have been processed, and the results have been made available to the bidders through the bidding system.
Price Point	A percentage specified in a bid, that when considered with the reserve price and tier and latency weights, determines the implied support for a bid. A bid for the current round must have a price point less than the last round's clock percentage and greater than or equal to the current round's clock percentage, except in Round 1, when bids at the opening percentage are acceptable. If a bidder enters a price point that is less than the current round's clock percentage, the system equates that to a bid at the clock percentage plus a proxy instruction to bid in subsequent rounds down to the price point entered.
Provisionally Winning Bid	An assigned bid, pending the release of the public notice announcing the close of the auction. The provisionally winning bid amount is the implied support for the assigned item(s) at the price point of the bid, not the amount a bidder receives for the assigned item(s).
Provisionally Winning Bidder	Bidder that has at least one item assigned, pending the release of the public notice announcing the close of the auction.
Proxy Instructions	When a bidder enters a price point that is less than the current round's clock percentage, the bidding system interprets this entry in two ways: (1) a bid at the current round's clock percentage and (2) an instruction for future round(s). The instructions for subsequent rounds are known as proxy instructions. The system will generate bids for subsequent rounds as long as the item has not been assigned and the price point the bidder entered is less than the previous round's clock percentage. The bids will be submitted at the current round's clock percentage or the price point the bidder entered, whichever is greater. After the budget clears, a proxy instruction will expire in the case of a package bid that was not assigned to the bidder but one or more of the areas in the package bid were assigned to other bidders (to bids with lower T+L weights).

Term	Definition
Remainder	An item that was once bid as part of a package, but can no longer be bid as part of a package because part of the package was assigned to the bidder.
Round	The time interval during which bids can be placed.
Selection Number	A pseudo-random number between 0 and 1 with 15-digit accuracy that is used for tie-breaking purposes.
State	A 2-character abbreviation that uniquely defines a state, district, or territory.
T+L Weight	The sum of Commission-established tier and latency weights that the bidder specifies in a bid. To specify a T+L weight with a bid in a particular state, the bidder must have selected the T+L weight for that state in the application process and been found eligible for it. Valid values are 0 (gigabit, low), 20 (above baseline, low), 35 (baseline, low), 40 (gigabit, high), 50 (minimum, low), 60 (above baseline, high), 75 (baseline, high), and 90 (minimum, high).
Tier	The performance speed and capacity associated with the type of service listed in a bid in the auction. The possible values are: "Minimum", "Baseline", "Above baseline", "Gigabit". Each of the tiers has an associated weight respectively: 50, 35, 20, and 0.