

U.S. Department of Commerce Performance Progress Report			2. Award or Grant Number: 04-10-S13004		
1. Recipient Name: Arizona Department of Administration			4. EIN: 866004791		
3. Street Address: 100 N 15 th Avenue, Suite 400			6. Report Date (2/20/2015)		
5. City, State, Zip Code: Phoenix, AZ 85007			7. Reporting Period End Date: (12/31/2014)		
			8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		9. Report Frequency <input checked="" type="checkbox"/> Quarterly
10a. Project/Grant Period Start Date: (08/16/2013)	10b. End Date: (07/31/2016)				
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, Outreach, Training etc.)	Project Deliverable Quantity (Number & Indicator Description)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Funding Amount expended
1	Stakeholder Meetings	<i>Arizona APCO/NENA, Arizona Chapter Intl LE Planners, Arizona Department of Transportation, Arizona Public Safety Broadband Network Workgroup, Arizona Valley CIOs, County Managers, County Sheriffs Association, Indian Country Intelligence Network, National Tribal Telecomm Association, Phx Fire CAD Partners Communications Subcommittee - 227 people attending County 9-1-1/PSAP Managers meetings - 92 people attending Arizona FirstNet Local meetings -50 people attending</i>			
2	Training Sessions	<i>None planned</i>			
3	Broadband Conferences	<i>5 people on the FirstNet Quarterly Single Point-of-Contact (SPOC) Webinar 4 people on the FirstNet Monthly Call with FEMA Region IX States and Territories 1 person to the APCO Emerging Tech 2014 Team response to FirstNet request for Public Comment Team on the FirstNet Committee and Board meeting calls</i>			

4	Staff Hires (Full Time Equivalent)	<i>No new hires this quarter</i>			
5	Contract Executions	<i>Added IWS-Highground</i>			
6	Statutory or Regulatory Changes	<i>None planned</i>			
7	Governance meetings	<i>- 7 Meetings/briefings</i>			
8	Education and Outreach Materials	<i>We continued to tune our outreach materials and have developed outreach material specifically for our local meeting Phase I data collection. Website hits and handouts totaled 3,093 for the quarter.</i>			
9	Data Collection and Coverage	<i>n/a until Phase 2</i>			

11a. Describe your progress meeting each major activity/milestone approved in the Baseline Report for this project; any challenges or obstacles encountered and mitigation strategies you have employed; planned major activities for the next quarter; and any additional project milestones or information.

We are still in a holding pattern as the new Gubernatorial and State staff changes continue to unfold. We added approximately 30 new members to our Arizona Public Safety Broadband Network (AZPSBN) Workgroup increasing the rural, tribal and health personnel as well as ensuring that all counties were represented.

1. Stakeholder Meetings – We attended and presented at a number of regional governance and association meetings over the quarter with a total attendance of 227. We were able to present at the County Sheriffs Association and had 14 Arizona County Sheriffs or representatives in attendance. We also presented at the County Managers Association. We were invited to present at the Arizona Chapter of the International Law Enforcement Planners Association and learned of incident data repositories which may be beneficial in defining our coverage requirements. We also focused on meeting with the 9-1-1 PSAP Managers from several counties (92 people total). We also did a test run of our Local meeting approach for more rural locations and refined data collection methodology. The quarterly total was 369, which is over our projected number of 200 for the quarter.
2. Training Sessions – none were planned.
3. Broadband Conferences – One Arizona FirstNet team member attended the APCO Emerging Technology Conference in San Francisco, CA. We had 1 person attending Broadband conferences/webinars overall, which falls short of our projected 6 people for the reporting period.
4. Staff Hires (Full Time Equivalent) – There were no new staff hires planned during the sixth quarter.
5. Contract Executions – One new contract executions was enacted during the sixth quarter in bringing on IWS-Highground (see 13a).
6. Statutory or Regulatory Changes – none were planned.
7. Governance meetings – Of the 8 planned for a full quarter we had 7 total meetings/briefings for the fourth quarter as follows: three Governor’s briefings for Sep, Oct and Nov were rolled into one report due to the transitional nature of the Gubernatorial and State staff and six AZPSBN Workgroup meetings on 10/1, 10/15, 10/29, 11/12, 11/13, 12/11.
8. Education and Outreach Materials – Finalized the web site (www.azfirstnet.az.gov) and had 1693 hits this quarter versus ~200 planned. Over 1400 handouts for our education and outreach materials were distributed this quarter. We created updated presentations and handout materials for our next phase of local meetings.
9. Data Collection and Coverage - Not applicable until Phase 2.

11b. If the project team anticipates requesting any changes to the approved Baseline Report in the next quarter, describe those below. Note that any substantive changes to the Baseline Report must be approved by the Department of Commerce before implementation.

The Baseline Report does not need to be modified at this time although we are planning on reevaluating our overall plan in light of the changes to the PSCC and the PSIC Office for

the next reporting period and we are reducing our planned spending rate of Federal funds until we can reassess and develop an adjusted spending plan. We are planning on ramping up both state in-kind and contract staff to handle increased agency and coverage requirements data collection.

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress. We have continued to restrict our planned baseline expenditures to counter the impacts of the closure of the PSIC Office. However, our County Kickoff and other stakeholder meetings have provided a significant level of In-kind contribution and appear to be enough to counter the loss of the PSIC office staff. We continue to meet our portion of the 80/20 split.

11d. Describe any success stories or best practices you have identified. Please be as specific as possible. We have started our next round of meetings which will focus on named agencies in specific locations to assure that most, if not all, Arizona public safety agencies are contacted. Further, we have begun a systematic plan to reach the 22 Tribal nations in Arizona.

12. Personnel

12a. If the project is not fully staffed, describe how any lack of staffing may impact the project's time line and when the project will be fully staffed.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Executive Manager	25%	Management oversight	
Statewide Interoperability Coordinator (SWIC)	25%	Management oversight and integration with current interoperability initiatives	
Finance & Planning	25%	Finance oversight and grants management	

Add Row

Remove Row

13. Subcontracts (Vendors and/or Subrecipients)

13a. Subcontracts Table – Include all subcontractors. The totals from this table must equal the "Subcontracts Total" in Question 14f.

Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated	Project and % Assigned
Knowledge Services	Staffing – 3 FTEs	Vendor	Y Existing Vendor	Y	August 16, 2013	July 31, 2016	\$2,151,200	\$0	
IWS-Highground	Elected Officials	Vendor	Y Existing Vendor	Y	November 1, 2014	July 31, 2016	\$100,000	\$0	

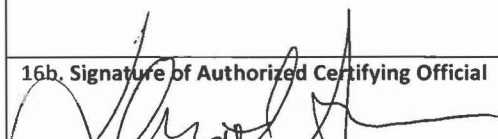
13b. Describe any challenges encountered with vendors and/or subrecipients. No challenges, but we added a vendor (IWS-Highground) to help identify the appropriate elected officials and then to plan and schedule meetings with the Outreach team.

14. Budget Worksheet

Columns 2, 3 and 4 must match your current project budget for the entire award, which is the SF-424A on file.
Only list matching funds that the Department of Commerce has already approved.

Project Budget Element (1)	Federal Funds Awarded (2)	Approved Matching Funds (3)	Total Budget (4)	Federal Funds Expended (5)	Approved Matching Funds Expended (6)	Total Funds Expended (7)
a. Personnel Salaries		\$338,254	\$338,254		\$69,884.04	\$69,884.04
b. Personnel Fringe Benefits		\$101,476	\$101,476		\$20,965.10	\$20,965.10
c. Travel	\$413,490		\$413,490	\$30,754.42		\$30,754.42
d. Equipment						
e. Materials/Supplies	\$49,657		\$49,657	\$35,440.41		\$35,440.41
f. Subcontracts Total	\$2,251,200		\$2,251,200	\$415,627.47		\$415,627.47
g. Other	\$196,800	\$300,066	\$496,866		\$77,995.00	\$77,995.00
h. Total Costs	\$2,911,147	\$739,796	\$3,650,943	\$481,822.30	\$168,844.14	\$650,666.44
i. % of Total	80%	20%	100%	74%	26%	

15. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purpose(s) set forth in the award documents.

<p>16a. Typed or printed name and title of Authorized Certifying Official</p> <p>Michael Sherman for Kathy Peckardt, Interim Director Arizona Department of Administration</p>	<p>16c. Telephone (area code, number, and extension)</p> <p>602-364-4794</p>
<p>16b. Signature of Authorized Certifying Official</p> 	<p>16d. Email Address</p> <p>michael.sherman@azdoa.gov</p> <p>16e. Date Report Submitted (month, day, year)</p> <p>Feb 20, 2015</p>

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 10 hours per response for the application process, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Michael Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.