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|--|--|--|---|
| <b>U.S. Department of Commerce<br/>Performance Progress Report</b> |  | <b>2. Award or Grant Number:</b>   | 12-10-513012  |
|  |  | <b>4. EIN:</b>   | 800749868   |
| <b>1. Recipient Name</b>   | Florida Division of Emergency Management | <b>6. Report Date (MM/DD/YYYY)</b>   | 1/28/2016   |
| <b>3. Street Address</b>   | 2555 Shumard Oak Boulevard               | <b>7. Reporting Period End Date: (MM/DD/YYYY)</b>  | 12/31/2015  |
| <b>5. City, State, Zip Code</b>                                    | Tallahassee, FL 32399                    | <b>8. Final Report</b><br>Yes <input type="checkbox"/><br>No <input checked="" type="checkbox"/> | <b>9. Report Frequency</b><br>Quarterly <input checked="" type="checkbox"/> |

|                                  |          |                                    |           |
|----------------------------------|----------|------------------------------------|-----------|
| <b>10a. Project/Grant Period</b> |          |                                    |           |
| <b>Start Date: (MM/DD/YYYY)</b>  | 9/1/2013 | <b>10b. End Date: (MM/DD/YYYY)</b> | 2/28/2018 |

| <b>11. List the individual projects in your approved Project Plan</b> |  |  |
|---|--|--|
|   | <b>Project Type (Capacity Building, SCIP Update,</b> | <b>Project Deliverable Quantity (Number &amp; Indicator Description)</b> |
| 1   | Stakeholder Meetings                                 | 36 attendees   |
| 2   | Broadband Conferences                                | 3 attendees  |
| 3   | Staff Hires  | 0  |
| 4   | Contract Executions                                  | 0  |
| 5   | Governance Meetings                                  | 2  |
| 6   | Education and Outreach                               | 507  |
| 7   | Subrecipient Agreement Executed                      | 0  |
| 8   | Phase 2 - Coverage                                   | Stage 4  |
| 9   | Phase 2 - Users and Their Operational Areas          | Stage 4  |
| 10  | Phase 2 - Capacity Planning                          | Stage 4  |
| 11  | Phase 2 - Current Providers/Procurement              | Stage 1  |
| 12  | Phase 2 - State Plan Decision                        | Stage 1  |

**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.**

October 2 - One FloridaNet team member and 2 Netmotion reps demonstrated Netmotion's data collection and reporting software capabilities to FirstNet. October 2 - Three members of the FloridaNet team attended the FirstNet online Board Meeting discussing FirstNet's progress updates, 2015 goals met, goals for 2016, timelines and current RFP status. October 7-8 - Two FloridaNet team members attended the Fall SPOC Meeting in Westminster Colorado discussing SLIGP updates and 2016 key focus, next steps regarding data collection efforts, 2016 state consultation planning, and a detailed explanation of FirstNet's acquisition process for the NPSBN. October 13 - Three members of the FloridaNet team attended the IWCE online webinar discussing communication obstacles between the public and public safety entities. October 13 - Nine FloridaNet members participated in an online review of FirstNet's Appendix C-10 Cyber Security document. Comments due on October 21. October 21 - Cyber Security comments submitted. October 21 - Three members of the FloridaNet team and 2 Netmotion reps demonstrated Netmotion's Diagnostic Tool to FirstNet. October 27 - Monthly NTIA call held with 11 FloridaNet, FirstNet and NTIA members. October 29 - One FloridaNet team member presented at the Domestic Security Oversight Council meeting in Daytona Beach Florida. Topics included progress of FloridaNet, future goals, and the upcoming focus on data collection. November 4 - Four FloridaNet team members and three FirstNet reps held a conference call discussing data collection plans, goals and strategies for 2016. November 10 - Two FloridaNet team members attended the online presentation of the Full NPSTC meeting. December 4 - FloridaNet quarterly Technical and Executive Committee Meetings were held in Tallahassee with a total of 25 FloridaNet members and 21 other attendees from various stakeholder organizations. December 22 - Monthly NTIA call held with four FloridaNet members and one FirstNet member. As part of Florida's continued education and outreach, the FloridaNet.gov website received 507 unique sessions. Approximately 700 FloridaNet brochures were mailed out to 7 Florida Highway Patrol offices. Data continues to be pulled and sent to FirstNet.

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 revised Baseline Expenditure Plan has been submitted to NTIA and is awaiting approval.

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.

N/A

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.

N/A

**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.

FloridaNet's Policy Analyst accepted a new position within the department that allows oversight of all department policy and research activities. As such, participation with the FloridaNet team is now at an FTE% of 50.

**12b. Staffing Table**

| Job Title  | FTE% | Project (s) Assigned   | Change                                      |
|--|------|--|---|
| DEM Grant Manager                                  | 50   | Grant management and oversight   | no change                                   |
| *FloridaNet Data Processing Administrator/Policy   | 50   | Education and outreach, policy, governance   | Change from 100% to 50% effective Nov. 2015 |
| *FloridaNet Data Processing Administrator/Design   | 100  | Administer the FloridaNet.gov website and assist with daily grant activities           | no change                                   |
| *FloridaNet Data Processing Administrator/Planning | 100  | Project planning and scheduling, web content, education and outreach, documentation    | no change                                   |
| *Grant Assistant                                   | 100  | Assists grant manager and FloridaNet team on day-to-day management of SLIGP activities | no change                                   |
| *Chief Technology Officer                          | 11.5 | Provides expertise in the technology and law enforcement areas                         | Resigned October 2015                       |
| *SLERS Communications Expert                       | 11.5 | Provides expertise in radio communications and law enforcement areas                   | Retired July 2015                           |
| *Utilities Systems/Engineering Specialist          | 11.5 | Assist in SLIGP activities and research  | no change                                   |

**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 |
|------------------------|--|-----------------------|----------------------|-------------------------|------------|------------|-------------------------------|--------------------------------|
| DHSMV                  | Carry out daily grant activities                   | subrecipient          | N                    | Y                       | 11/13/2013 | 8/31/2016  | \$4,768,658.00                | \$1,229,010.00                 |
| Televate               | Assist with Florida's response to the FirstNet RFI | vendor                | Y                    | Y                       | 10/3/2014  | 10/17/2014 | \$27,500.00                   | \$0.00                         |
| LeGrant Technical, LLC | Assist with Florida's response to the FirstNet RFC | vendor                | Y                    | Y                       | 10/8/2014  | 10/24/2014 | \$34,899.00                   | \$0.00                         |
| MemberClicks           | Host FloridaNet website                            | vendor                | Y                    | Y                       | 7/1/2014   | 6/30/2016  | \$5,795.00                    | \$0.00                         |

13b. Describe any challenges encountered with vendors and/or subrecipients.

N/A

**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        | \$52,779.00               |                             | \$52,779.00      | \$32,116.04                |                                      | \$32,116.04              |
| b. Personnel Fringe Benefits | \$31,293.00               |                             | \$31,293.00      | \$15,818.25                |                                      | \$15,818.25              |
| c. Travel                    | \$4,000.00                |                             | \$4,000.00       | \$1,790.70                 |                                      | \$1,790.70               |
| d. Equipment                 | \$0.00                    |                             | \$0.00           | \$0.00                     |                                      | \$0.00                   |
| e. Materials/Supplies        | \$1,800.00                |                             | \$1,800.00       | \$117.96                   |                                      | \$117.96                 |
| f. Subcontracts Total        | \$4,789,554.00            | \$1,229,010.00              | \$6,018,564.00   | \$450,578.00               | \$516,264.23                         | \$966,842.23             |
| g. Other                     | \$19,110.00               |                             | \$19,110.00      | \$6,695.28                 |                                      | \$6,695.28               |
| h. Indirect                  | \$17,504.00               |                             | \$17,504.00      | \$10,941.02                |                                      | \$10,941.02              |
| i. Total Costs               | \$4,916,040.00            | \$1,229,010.00              | \$6,145,050.00   | \$518,057.25               | \$516,264.23                         | \$1,034,321.48           |
| j. % of Total                | 80%                       | 20%                         | 100%             | 50%                        | 50%                                  | 100%                     |

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.

16a. Typed or printed name and title of Authorized Certifying Official:

Bryan Koon, Director

16c. Telephone (area code, number, and extension)

850-413-9969

16b. Signature of Authorized Certifying Official:

*[Handwritten Signature]* for Bkw

16d. Email Address:

[Bryan.Koon@em.myflorida.com](mailto:Bryan.Koon@em.myflorida.com)

Date:

*1/27/19*