

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	35-10-S13035
				4. EIN:	85-6000565
1. Recipient Name	State of New Mexico Department of Information Technology			6. Report Date (MM/DD/YYYY)	4/30/2017
3. Street Address	715 Alta Vista Street			7. Reporting Period End Date: (MM/DD/YYYY)	3/31/2017
5. City, State, Zip Code	Santa Fe, NM 87505			8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	9/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	217	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	4	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter		
3	Staff Hired (Full-Time Equivalent)(FTE)	1	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)		
4	Contracts Executed	1	Actual number of contracts executed during the quarter		
5	Governance Meetings	N/A	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	5007	Actual volume of materials distributed (inclusive of paper and electronic materials) plus hits to any website or social media account supported by SLIGP during the quarter		
7	Subrecipient Agreements Executed	0	Actual number of agreements executed during the quarter		
8	Phase 2 - Coverage	Stage 6	For each Phase 2 milestone category, please provide the status of the activity during the quarter: <ul style="list-style-type: none"> • Stage 1 - Process Development • Stage 2 - Data Collection in Progress • Stage 3 - Collection Complete; Analyzing/Aggregating Data • Stage 4 - Data Submitted to FirstNet • Stage 5 - Continued/Iterative Data Collection • Stage 6 - Submitted Iterative Data to FirstNet 		
9	Phase 2 – Users and Their Operational Areas	Stage 6			
10	Phase 2 – Capacity Planning	Stage 6			
11	Phase 2 – Current Providers/Procurement	Stage 6			
12	Phase 2 – State Plan Decision				
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.					

During this quarter, the New Mexico SLIGP effort toward meeting milestones took a more strategic direction. Overall, the State continues its outreach and education to stakeholders; the focus in outreach is to identify key partners who will work with the SPOC and his team in planning for receipt and review of the FirstNet State Plan. Many of the individuals and groups had presentations from the DoIT team earlier, so there was a good basic knowledge of FirstNet and what it can bring to the state to enhance its capabilities in public safety. Hiring a Deputy SPOC during this time brought the focus of outreach to identifying key partners, reaching out and developing a working strategy with tribal representatives, and planning forward for how best to review the Draft Plan. The new Deputy SPOC started mid-quarter and it was also the middle of the legislative session, so numbers were not as high as in earlier quarters. Challenges lie primarily in changing the focus of the outreach to ask for participation from identified stakeholders. Most of those reached in the state were glad to know the FirstNet efforts in the state were ramping up again. Mitigation strategy as taken by the SPOC was to hire someone familiar with the state and federal actors, the FirstNet project as a whole with the ability to ask questions. The staff of the project have been diligent through transitions and remain invested in the success of the project. Plans for the next quarter include a state stakeholder meeting to discuss plans for review of the State Plan, a multi State SPOC meeting to share ideas for reviewing the draft state plans, reviewing and updating NM coverage maps to provide a big picture of the current and projected landscape for deployment, reviewing potential procurement issues that may arise, research and consider any legal issues about which the Governor should be aware, review Early Builder assets or consideration of use by FirstNet and work with FirstNet on lessons learned, work with Tribal SME to ensure state/tribal issues are clear as to relationships. There are 23 separate tribal entities with whom we will be working, at least one lies across multiple state borders. The SPOC will be meeting with AT&T and FirstNet mid-second quarter.

Broadband Conferences:

SWBCWG Albuquerque, New Mexico Held at the Expo New Mexico/New Mexico State Fair Grounds - Mike Rohrbacher and Nick Cadena attended.
International Wireless Communications Expo held in Las Vegas, Nevada – Mike Rohrbacher and Victoria Garcia attended.

Contract Executions:

- Xynergy Inc. Web Design and Development contract for the enhancement project for the New Mexico Public Safety Broadband Network website which provide education and outreach functions for the Grant; contract awarded 12/8/2016 in the amount of \$39,200.

Education and Outreach Material:

- The New Mexico FirstNet website had a total of 4,295 access hits this quarter; January 2017 1,677, February 2017 926, and March 2017 1,692.
- 1/17/2017 - 1/19/2017 New Mexico Association of Counties 2017 Legislative conference held at the Santa Fe Convention Center – Peter Gonzales, Sherrie Catanach, and Mary Ortega worked the exhibit and presented to 712 attendees plus 128 sponser/exhibitors registrants.

Phase 2/Stages 2-6 – Coverage, Users and Their Operational Areas, Capacity Planning (Data Collection):

Stage-1 Process Development (complete);
Stage-2 Data Collection in progress (second round complete);
Stage-3 Collection complete, analyzing/aggregating data (second round complete);
Stage-4 Data submitted to FirstNet (second round complete);
Stage-5 Continued/iterative data collection (second round complete); and
Stage-6 Submitted iterative data to FirstNet (second round submitted).

Challenges/Obstacles:

While the NPSBN is a needed service, there are still outstanding legal and business issues. Governance is not finalized. Though outreach that occurred in the past was excellent in creating an awareness of the potential for FirstNet, the length of time to deployment has always been a challenge. Even if the Governor opts-in, deployment will most likely not begin before five years. By then, many champions may have moved on. There are still business and legal issues to be considered which have not, heretofore, been addressed. The Deputy SPOC is raising these issues in anticipation of a thorough review of the State Plan. One last risk is how the tribal entities within the state may agree/disagree to join any decision made by a Governor. Tribal entities as sovereign nations remain an outstanding issue.

State Match \$474,856.00:

- Federal Engineering Inc. Contact for LTE Capabilities Assessment \$113,526.24
- Federal Engineering Inc. Contact for LTE Needs Assessment/Gap Analysis \$37,316.92
- Business Analysis Position for the State's FY2014 (\$47,919.08 Salary and \$21,617.19 Fringe) for a total of \$69,536.27
- Business Analysis Position for the State's FY2015 (\$62,879.23 Salary and \$24,751.90 Fringe) for a total of \$87,631.13
- Business Analysis Position for the State's FY2016 (\$61,861.88 Salary and \$24,514.74 Fringe) for a total of \$86,376.62
- IT Technology Officer Position for the State's FY2017 (\$61,437.07 Salary and \$19,031.75 Fringe) for a total of \$80,468.82

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.

N/A

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.
 State and local meetings continue to be important for planning based on the possible State Plan presentation date. The Deputy Single Point of Contact (SPOC) works directly with the SPOC. She is reconnecting with key stakeholders, including tribal leaders and working with the SPOC to determine the best governance model for the state. Meetings have been held with the Department of Public Safety, Chief of Police and his communications director; Chief Information Officer for the City of Albuquerque, County Emergency Services Director, Chief of Staff for the Mayor of Albuquerque, New Mexico Municipal League in anticipation of meetings with municipal leadership and the Public Regulation Commission. The Deputy SPOC and the Communications Manager attended the International Wireless Communication's Expo and collaborated with other SPOCs, engaged with FirstNet leadership as part of its announcement of its partner, AT&T, obtained updates on technology and examined technologies to enhance the state's capabilities as a part of the possible opting-in of the State. Meetings also included Department of Homeland Security Office of Emergency Communications and SAFECOM leadership, all in contemplation of the governor's decision. The New Mexico Public Safety Broadband Network web enhancement project is moving forward.
 Meetings with key stakeholders continue to be scheduled into the next quarter; this is particularly important as it is anticipated the draft state plan may be delivered by late summer/early fall. Analysis of the second round of data collection continues to be examined as new information comes forward which may be relevant for review of the state plan. In anticipation of the plan delivery, the state plans "mini-summits" with key SME/Stakeholders to prepare them, identify leadership and others who will add value to the review. Contract work for the website enhancement will be schedule for the next two quarters. There is no annual meeting contemplated at this time. Depending on direction of FirstNet and its partner, other state meetings may be scheduled, but it is anticipated they will be more focused.

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.
 N/A

12b. Staffing Table - Please include all staff that have contributed time to the project. Please do not remove individuals from this table.

Job Title	FTE%	Project (s) Assigned	Change
Business Analyst	0%	SLIGP	No Change
IT Technology Officer	100%	SLIGP	No Change
Financial Coordinator - Advanced	100%	SLIGP	No Change
Financial Specialist - Advanced	0%	SLIGP	No Change
Financial Coordinator - Operational	0%	SLIGP	No Change
Administrative Services Coordinator	100%	SLIGP	No Change
Program Manager	100%	SLIGP	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
Keller and Heckman	Legal Support	Vendor	N	Y	11/12/2014	11/17/2015	\$300,000.00	\$0.00
New Mexico First	Facilitation of Annual Meeting	Vendor	N	Y	12/1/2014	12/30/2014	\$44,191.00	\$0.00
CTS	Outreach Material	Vendor	N	Y	9/18/2014	6/30/2016	\$11,101.30	\$0.00
Excel Staffing	Technical Writing Services	Vendor	N	Y	5/15/2014	6/30/2014	\$13,582.15	\$6,791.11
Excel Staffing	Administrative Services	Vendor	N	Y	5/15/2014	6/30/2014	\$8,417.90	\$5,611.92
Excel Staffing	Technical Writing Services	Vendor	N	Y	7/1/2014	12/31/2014	\$49,801.18	\$0.00
Excel Staffing	Administrative Services	Vendor	N	Y	7/1/2014	9/30/2015	\$53,669.44	\$0.00
Excel Staffing	Technical Writing Services	Vendor	N	Y	1/30/2015	6/30/2015	\$19,152.00	\$0.00
Excel Staffing	Administrative Services	Vendor	N	Y	4/7/2014	6/30/2015	\$5,560.80	\$0.00
Excel Staffing	Technical Writing Services	Vendor	N	Y	4/30/2015	6/30/2015	\$16,024.00	\$0.00

CTS	Outreach Material and Data Collection	Vendor	N	Y	9/18/2014	7/24/2016	\$150,438.12	\$0.00
Univ. Of NM Earth Data Analysis Center	Data Collection	Vendor	N	Y	7/27/2015	12/1/2016	\$15,000.00	\$0.00
Kesselman-Jones Inc.	Education and Outreach	Vendor	N	Y	5/23/2016	6/30/2016	\$26,466.31	\$0.00
CTS Contract Amendment	Education and Outreach	Vendor	N	Y	5/19/2016	6/30/2016	\$25,749.10	\$0.00
Keller and Heckman	Legal Support	Vendor	N	Y	9/13/2016	6/30/2017	\$40,000.00	\$0.00
Univ. Of NM Earth Data Analysis Center	Data Collection	Vendor	N	Y	8/29/2016	6/30/2017	\$15,000.00	\$0.00
Xynergy	Website Design and Build	Vendor	N	Y	1/4/2017	6/30/2017	\$42,458.50	\$0.00

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

None at this time.

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	\$507,214.00	\$230,895.00	\$738,109.00	\$241,064.23	\$234,097.26	\$475,161.49
b. Personnel Fringe Benefits	\$176,460.00	\$93,118.00	\$269,578.00	\$101,212.85	\$89,915.58	\$191,128.43
c. Travel	\$145,565.00	\$0.00	\$145,565.00	\$58,631.94	\$0.00	\$58,631.94
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$40,446.00	\$0.00	\$40,446.00	\$32,772.18	\$0.00	\$32,772.18
f. Subcontracts Total	\$743,079.00	\$150,843.00	\$893,922.00	\$464,734.24	\$150,843.16	\$615,577.40
g. Other	\$170,415.00	\$0.00	\$170,415.00	\$141,346.79	\$0.00	\$141,346.79
h. Indirect	\$116,244.00	\$0.00	\$116,244.00	\$46,475.55	\$0.00	\$46,475.55
i. Total Costs	\$1,899,423.00	\$474,856.00	\$2,374,279.00	\$1,086,237.78	\$474,856.00	\$1,561,093.78
j. % of Total	80%	20%	100%	70%	30%	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:

Darryl Ackley, Cabinet Secretary, NM Department of Information Technology

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

505-476-3070

16d. Email Address:

Darryl.Ackley@state.nm.us

16b. Signature of Authorized Certifying Official:

Date:

4/28/17