U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number:	41-10-S13041
		4. EIN:	93-1111585
1. Recipient Name	Oregon Department of Transportation	6. Report Date (MM/DD/YYYY)	1/30/2017
3. Street Address	800 Airport Road SE	7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2016
5. City, State, Zip Code	Salem, OR 97301	8. Final Report Yes ☐ No ☒	9. Report Frequency Quarterly ☒

10a. Project/Grant Period				
Start Date: (MM/DD/YYYY)	8/1/2013	10b. End Date: (MM/DD/YYYY)	1/31/2018	

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	138	*Actual number of individuals reached via stakeholder meetings during the quarter*
2	Individuals Sent to Broadband Conferences	8	*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)	0	*Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)*
4	Contracts Executed	0	*Actual number of contracts executed during the quarter*
5	Governance Meetings	1	*Actual number of governance, subcommittee, or working group meetings held during the quarter*
6	Education and Outreach Materials Distributed	208	*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	6	
9	Phase 2 – Users and Their Operational Areas	4	*For each Phase 2 milestone category, please provide the status of the activity during the quarter:*
10	Phase 2 – Capacity Planning	4	• *Stage 1 - Process Development* • *Stage 2 - Data Collection in Progress* • *Stage 3 - Collection Complete; Analyzing/Aggregating Data*
11	Phase 2 – Current Providers/Procurement	6	• *Stage 4 - Data Submitted to FirstNet* • *Stage 5 - Continued/Iterative Data Collection*
12	Phase 2 – State Plan Decision	4	• *Stage 6 - Submitted Iterative Data to FirstNet*

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.

Milestone 11.1: This is the estimated total number of stakeholders met at regularly scheduled events and informal gatherings. (Oregon Connections; various combined stakeholder/vendor meetings). 11.2: PEIS-2; APCO Tech Forum/Seattle-1; NCSWIC-SAFECOM-2; SPOC Fall meeting-3. 11.4: No new contracts. 11.5 Regular quarterly meeting of the SIEC Broadband Committee was cancelled but the SIEC full committee met (the governing bodies). 11.6: estimated number of materials produced and distributed at meetings, emails where matl was distributed, and website hits. 11.8, 11.9, 11.10, 11.11: See last PPR for detail. 11.12: We have determined the decision making process for the State Plan Decision. Next quarter we will continue assembling our state plan review team and critieria, continue outreach forcusing on stakeholder use (technical and operational needs), and attend conferences and events. We developed a State of Oregon infographic and another for use in the Portland Metro area for use in outreach for the state and metro strategy.

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.

We will assist FirstNet with its new Metro Strategy for the Greater Portland Metro Area as funds, resources and opportunities are available.

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

Nothing particularly new to report this period.

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.

The Outreach Coordinator resigned Nov 4 and the position has not been filled due to state hiring freeze. The Data Analyst will not continue with us beyond March 31, 2017. We have not had a project coordinator since the spring of 2015, so that position was zeroed out on the staffing table.

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
Statewide Interoperability Coordinator	60	SLIGP project coordination (SPOC)	FTE functioning at 60%
Performance manager	10	Consultant coordination	FTE functioning at 10%
Project Coordinator	0	Project coordination	FTE functioning at 0%
Program Budget manager	5	Grant and finance management	FTE functioning at 5%
Outreach coordinator	0	Outreach coordination	FTE functioning at 0%
Data Analyst	95	Outreach support and data analysis	FTE functioning at 95%

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
SAIC	Outreach & Education	Vendor	No	Yes	2/27/2014	12/31/2017	$1,188,778 (incl $248,575 in contingency)	

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

The contract has been amended and extended through Dec 31, 2017.

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.

$51,070.25 in matching funds were added last quarter for 2013-2016 outreach efforts.

Matching funds of $59,687.22 were previously removed due to insufficient documentation.

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	$665,408	$275,528	$940,936	$455,773	$210,048	$665,821
b. Personnel Fringe Benefits	$285,357	$118,029	$403,386	$204,470	$55,201	$259,670
c. Travel	$95,758	$10,115	$105,873	$55,700	$9,077	$64,777
d. Equipment	$0	$0	$0	$0	$0	$0
e. Materials/Supplies	$18,035	$0	$18,035	$38,410	$0	$38,410
f. Subcontracts Total	$1,075,180	$19,963	$1,095,143	$752,779	$20,085	$772,864
g. Other	$8,710	$67,983	$76,693	$1,158	$59,124	$60,282
h. Indirect	$0	$46,482	$46,482	$0	$0	$0
i. Total Costs	$2,148,448	$538,100	$2,686,548	$1,508,290	$353,534	$1,861,824
j. % of Total	80%	20%	100%	81%	19%	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:	16c. Telephone (area code, number, and extension)	971-701-1071
David Soloos, Statewide Interoperability Coordinator and SPOC		
	16d. Email Address:	david.soloos@oregon.gov
16b. Signature of Authorized Certifying Official:		
	Date: 2/23/2017	2/17/2017

	U.S. Department of Commerce			2. Award or Grant Number:	41-10-S13041
	Performance Progress Report			4. EIN:	93-1111585
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