

**U.S. Department of Commerce  
Performance Progress Report**

<b>2. Award or Grant Number:</b>	41-10-S13041
<b>4. EIN:</b>	93-1111585
<b>6. Report Date (MM/DD/YYYY)</b>	1/30/2018
<b>7. Reporting Period End Date: (MM/DD/YYYY)</b>	12/31/2017
<b>8. Final Report</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>9. Report Frequency</b> Quarterly <input checked="" type="checkbox"/>

<b>1. Recipient Name</b>	Oregon Department of Transportation
<b>3. Street Address</b>	4040 Fairview Industrial Dr SE
<b>5. City, State, Zip Code</b>	Salem, OR 97302

<b>10a. Project/Grant Period</b>		<b>10b. End Date: (MM/DD/YYYY)</b>
<b>Start Date: (MM/DD/YYYY)</b>	8/1/2013	2/28/2018

<b>11. List the individual projects in your approved Project Plan</b>			
	<b>Project Type (Capacity Building, SCIP Update, etc.)</b>	<b>Project Deliverable Quantity (Number &amp; Indicator Description)</b>	<b>Description of Milestone Category</b>
1	Stakeholders Engaged	148	Actual number of individuals reached via stakeholder meetings during the quarter
2	Individuals Sent to Broadband Conferences	0	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	7	Actual number of governance, subcommittee, or working group meetings held during the quarter
6	Education and Outreach Materials Distributed	294	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	For each Phase 2 milestone category, please provide the status of the activity during the quarter: • 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	4	
10	Phase 2 – Capacity Planning	4	
11	Phase 2 – Current Providers/Procurement	6	
12	Phase 2 – State Plan Decision	4	

**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 events and informal gatherings. (Several 1-on-1s and smaller meetings, state plan review team meetings, presentations, Governor's Decision group). 11.2: N/A. 11.3: N/A. 11.4: No new contracts. 11.5 Regular quarterly meetings of the SIEC Broadband Committee and SIEC full committee, and several meetings of the Governor's Decision Team (the governing bodies). 11.6: Estimated number of paper and electronic materials produced and distributed at meetings, emails where matl was distributed, and website hits. 11.8, 11.9, 11.10, 11.11, 11.12: No new data submitted this quarter. Status is as of the last time data was submitted. See previous PPRs for detail. Oregon opted in to FirstNet in late December.

**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.**

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.**

The Outreach Coordinator resigned Nov 4, 2016 and the position has not been filled due to state hiring freeze. The Data Analyst will not continue beyond April 28, 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	0	Outreach support and data analysis	FTE functioning at 0%

**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	1/18/2018	\$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 Jan 18, 2018.

**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 previously added for 2013-2016 outreach efforts.

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

\$70,354.00 in matching funds were added previously for 2015-2017 DAS indirect expenditures.

\$27,766.04 in matching funds were added this quarter for 2015-2017 DAS indirect expenditures.

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	\$641,582	\$232,330	\$873,912
b. Personnel Fringe Benefits	\$285,357	\$118,029	\$403,386	\$275,382	\$58,927	\$334,309
c. Travel	\$95,758	\$10,115	\$105,873	\$73,235	\$9,844	\$83,079
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0
e. Materials/Supplies	\$18,035	\$0	\$18,035	\$48,468	\$0	\$48,468
f. Subcontracts Total	\$1,075,180	\$19,963	\$1,095,143	\$840,864	\$20,085	\$860,949
g. Other	\$8,710	\$67,983	\$76,693	\$9,331	\$101,281	\$110,612
h. Indirect	\$0	\$46,482	\$46,482	\$0	\$44,154	\$44,154
i. Total Costs	\$2,148,448	\$538,100	\$2,686,548	\$1,888,862	\$466,621	\$2,355,483
j. % of Total	80%	20%	100%	80.19%	19.81%	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.**

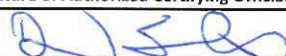
**16a. Typed or printed name and title of Authorized Certifying Official:**

David Soloos, Statewide Interoperability Coordinator and SPOC

**16c. Telephone (area code, number, and extension)**  
971-701-1071

**16b. Signature of Authorized Certifying Official:**

**16d. Email Address:** david.soloos@oregon.gov



**Date:** 2/13/2018