

U.S. Department of Commerce Performance Progress Report		2. Award or Grant Number 46-10-S13046			
		4. EIN 46-6000364			
1. Recipient Name South Dakota Bureau of Information and Telecommunications		6. Report Date (MM/DD/YYYY) 01/28/2014			
3. Street Address 700 Governor's Drive		7. Reporting Period End Date: 12-31-13			
5. City, State, Zip Code Pierre, SD 57501		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: 08/01/2013		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	2 meetings, 4 stakeholders			
2	Phase 2 Activities	TBD			
3	Broadband Conferences	1 meeting, 11 participants			
4	Staff Hires	0			
5	Contract Executions	0			
6	Governance Meetings	2			
7	Education & Outreach Materials	1021 (As stated, mailings will be an exponential of 36)			
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.					
<p>(1) Stakeholder meetings. We have completed our mailing lists and will do an initial mailing in January which will precede outreach efforts. Met with Pennington County and the Tribal Liaison staff.</p> <p>(2) Phase 2 Activities. Nothing authorized yet.</p> <p>(3) Broadband conferences. Counting the OEC broadband workshop we had in Rapid City. Eleven attendees.</p> <p>(4) Staff Hires. We have received approval to hire if the total for this does not exceed 10% of the grant. We will be hiring a part-time project manager in the next quarter.</p> <p>(5) Contract Executions. No progress on this as of yet.</p> <p>(6) We have had two meetings of the South Dakota Public Safety Communications Council, our interoperability council who is responsible also for broadband. Broadband has been on the agenda and a discussion item for both meetings. Working on technical subcommittee.</p> <p>(7) We have done a mass mailing with a FirstNet approved document, set up website, Facebook, and Twitter accounts. Mailing (1017) + Outreach letter (1), Facebook, Twitter, & website (3) for the 1021 number. As stated in the baseline report, the mailings will be an exponential of the listed number of 36.</p>					

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.

Working through Claudia Wayne, I was given approval to make changes in our plan, in this case hiring a Project Manager if the total changes did not exceed 10% of the total grant amount (appx \$150,000). As the position will start off part-time, I do not believe that we will exceed this amount.

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

Our distribution lists are for the most part completed, and we plan to do a mailing hopefully before the end of January. From that same process we will be soliciting participation in our broadband subcommittee, which will reside under our Public Safety Communications Council, our interoperability governance for LMR

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

We are loading our entire user community into the CASM tool, which allows us both a mapping function and capability for an export to a mailing list.

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.

We are working with the PMO to determine if we can reprogram funding from contractual services to personal services (FTE) to fund a project manager to assist the program manager with the day to day activities.

12b. Staffing Table -

Job Title	FTE %	Project(s) Assigned	Change
SWIC/Project Manager	30	Provide oversight of all SLIGP project activities	
Radio System Chief Engineer	10	Identification of potential clients for outreach	
BIT Telecommunications Secretary	10	Provide administrative support for grant management	
Program Manager	10	Provide administrative support for Broadband Subcommittee	
Chief Terminal Officer	10	Identification and integration of current databases into FirstNet	
East River Radio Tech	2	Assist contractors with outreach	
West River Radio Tech	2	Assist contractors with outreach	

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	RFP/RFQ	Contract	Start	End	Total Federal	Total Matching	Project and % Assigned
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		(Vendor/Subrec.)	Issued (Y/N)	Executed (Y/N)	Date	Date	Funds Allocated	Funds Allocated	
Legal Rep	Formalize agreements with local governments	Vendor	N	N	TBD	TBD	\$75,000		NA
Regional Contractors (3)	Provide outreach & data collection statewide	Vendor	N	N	TBD	TBD	\$558,000	0	NA
Web Development	Upgrade the SD PS Broadband website	Vendor	N	N	TBD	TBD	0	\$51,000	60
Regional Plan Coordinator	Align the SD plan with other states and look to utilize regional resources	Vendor	N	N	TBD	TBD	\$180,000		
SCIP Contractor	Help the State update the Broadband portion of the SCIP	Vendor	N	N	TBD	TBD	\$30,000		

Add Row

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

None at this time. We will start working on procurement of contracts for regional reps next quarter. SDPSBN website is on line psbn.sd.gov, but we have not been billed for those services yet.

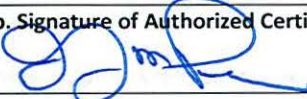
14. Budget Worksheet

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	0.00	55,683.00	\$55,683.00	0.00	6,813.00	6,813.00
b. Personnel Fringe Benefits	0.00	11,137.00	\$11,137.00	0.00	930.00	930.00
c. Travel	240,579.00	127,684.00	\$368,263.00	0.00	6,313.00	6,313.00
d. Equipment	21,000.00	0.00	\$21,000.00	0.00	0.00	0.00

e. Materials/Supplies	20,439.00	28,984.00	\$49,423.00	0.00	0.00	0.00
f. Subcontracts Total	843,000.00	51,000.00	\$894,000.00	0.00	0.00	0.00
g. Other	113,085.00	35,040.00	\$148,125.00	0.00	0.00	0.00
h. Total Costs	\$1,238,103.00	\$309,528.00	\$1,547,631.00	\$ 0.00	\$14,056.00	\$14,056.00
i. % of Total	80%	20%	100%	0%	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.

<p>16a. Typed or printed name and title of Authorized Certifying Official</p> <p>JEFF PIERCE, PROGRAM ADMINISTRATOR</p>	<p>16c. Telephone (area code, number, and extension)</p> <p>605-773-4347</p>
<p>16b. Signature of Authorized Certifying Official</p> 	<p>16d. Email Address</p> <p>Jeff.Pierce@state.sd.us</p> <p>16e. Date Report Submitted (month, day, year)</p> <p>January 29, 2014</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.