

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	11-10-S13011
				4. EIN:	53-6001131
1. Recipient Name	District of Columbia Government			6. Report Date (MM/DD/YYYY)	1/30/2017
3. Street Address	200 I Street, SE			7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2016
5. City, State, Zip Code	Washington, DC 20003			8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	8/1/2013	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	60	<i>Actual number of individuals reached via stakeholder meetings during the quarter</i>		
2	Individuals Sent to Broadband Conferences	0	<i>Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter</i>		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	<i>Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)</i>		
4	Contracts Executed	0	<i>Actual number of contracts executed during the quarter</i>		
5	Governance Meetings	3	<i>Actual number of governance, subcommittee, or working group meetings held during the quarter</i>		
6	Education and Outreach Materials Distributed	270	<i>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</i>		
7	Subrecipient Agreements Executed	0	<i>Actual number of agreements executed during the quarter</i>		
8	Phase 2 - Coverage	Stage 6	<i>For each Phase 2 milestone category, please provide the status of the activity during the quarter:</i> <input checked="" type="checkbox"/> Stage 1 - Process Development <input checked="" type="checkbox"/> Stage 2 - Data Collection in Progress <input checked="" type="checkbox"/> Stage 3 - Collection Complete; Analyzing/Aggregating Data <input checked="" type="checkbox"/> Stage 4 - Data Submitted to FirstNet <input checked="" type="checkbox"/> Stage 5 - Continued/Iterative Data Collection <input checked="" type="checkbox"/> 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	Stage 6			
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 the final quarter of CY17, District FirstNet planning activities included OCTO conducting discussions with AT&T on behalf of the District regarding FirstNet state plan details with the intent to ensure that FirstNet services would meet District public safety requirements. Based on negotiated commitments from AT&T to meet all major public safety requirements, the CTO provided a recommendation to the Executive Office of the Mayor to opt-in, and OCTO briefed public safety stakeholders. OCTO conducted additional discussions with FirstNet regarding the terms and conditions and fees in the SMLA.

The CTO briefed the Office of the City Administrator (CA), the Deputy Mayor for Public Safety & Justice, and public safety stakeholder agency directors and chiefs regarding OCTO's recommendation for the District to opt-in to the FirstNet solution and the Mayor signed and sent an opt-in letter to FirstNet 12/26.

Stakeholders Engaged – The SPOC and staff briefed public safety at 10/17 and 11/21 Interoperability Communications Committee meetings. (40 stakeholders engaged - directly and through email) and through a stakeholder engagement 12/19 to provide the rationale for OCTO's opt-in recommendation to public safety leadership (20 stakeholders). The opt-in recommendation mirrored public safety agency recommendations provided after FirstNet state plan review.

Governance Meetings – In addition to the two ICC meetings, the CTO conducted director-to-director briefings with public safety agency leadership in early December and the OCTO team briefed public safety leadership and stakeholders 12/19 on the rationale for the opt-in recommendation.

Education and Outreach – The SPOC conducted direct/small group education and outreach interactions on state plan evaluation with agencies and a broader state plan evaluation review session. A handful of public safety personnel were added to the state plan review team due to staff turnover and ongoing outreach. Overall, educational/outreach materials made available to. Public website hits were 225. A presentation was shared on 12/19 with 20 stakeholders and made available to 45 stakeholders with access to the intranet SharePoint site. Total outreach materials/instances: 270.

Phase 2 activities - We are in Stage 6 activities.

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.

NA

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.
 Mayor signed letter opting in to FirstNet and sent to FirstNet 12/26. Press release on dc.gov (<https://dc.gov/release/washington-dc-opts-national-firstnet-network>)
 The CTO led executive level briefings on the FirstNet state plan and review process to the mayoral and public safety stakeholder leadership.
 The SPOC and OCTO leadership conducted a public safety leadership and stakeholder briefing regarding recommendation to opt-in.
 The SPOC, OCTO leadership and legal team drafted a recommendation letter regarding opt-in under the direction of the CTO.
 OCTO met with AT&T to discuss capabilities of the AT&T FirstNet solution on 11/13 and 11/28.
 OCTO and NTIA conducted the quarterly review call 11/20.
 The SPOC continued to discuss with other states both in the region and nationally and continued to brief the DC ICC on FirstNet status.
 The SPOC submitted quarterly PPR 10/27/17 and District financial team submitted quarterly FFR in mid-October.
 OCTO met with FirstNet legal team in late-October to understand terms of SMLA.

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

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.

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
Project Manager	10	Provide management of all aspects of project	No change
Outreach Manager/Project Coordinator	12	Provide management and coordination of all outreach activities	No change
Legal/Regulatory Analyst	10	Provide technical oversight, support, and management of all SLIGP activities	No change
Outreach Manager	0	N/A	Merged role into Outreach Mgr/Project Coord. as of Q9
SWIC	0	N/A	Removed role as of Q9
Senior Administrative Assistant	0	N/A	Removed role as of Q9
Technical Lead	0	N/A	Removed role as of Q9

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
CTC/Triage	Technical Subject Matter Experts	Vendor	N	Y	8/1/2013	1/31/2018	\$341,035.00	\$131,943.00
CTC	Policy Governance/Planning	Vendor	N	Y	8/1/2013	1/31/2018	\$91,101.00	\$16,499.00
CTC/Triage	Education and Outreach Support, Data Collection Support, Conference planning	Vendor	N	Y	8/1/2013	1/31/2018	\$4,018.00	\$5,927.00

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	\$131,442.00	\$4,812.00	\$136,254.00	\$112,151.74	\$4,812.00	\$116,963.74
b. Personnel Fringe Benefits	\$31,338.00	\$0.00	\$31,338.00	\$31,193.57	\$0.00	\$31,193.57
c. Travel	\$27,382.00	\$0.00	\$27,382.00	\$7,909.89	\$0.00	\$7,909.89
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$29.00	\$1,000.00	\$1,029.00	\$0.00	\$1,000.00	\$1,000.00
f. Subcontracts Total	\$433,631.00	\$153,369.00	\$587,000.00	\$403,866.40	\$153,369.00	\$557,235.40
g. Other	\$12,900.00	\$0.00	\$12,900.00	\$0.00	\$0.00	\$0.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$636,722.00	\$159,181.00	\$795,903.00	\$555,121.60	\$159,181.00	\$714,302.60
j. % of Total	80%	20%	100%	78%	22%	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)	202-715-7536
Jack Burbridge, District of Columbia Single Point of Contact to FirstNet		16d. Email Address:	jack.burbridge@dc.gov
16b. Signature of Authorized Certifying Official:		Date:	1/30/2018

