OMB Control No. 0660-0039
Expiration Date: 6/30/2019

U.S. Department of Commerce State and Local Implementation Grant Program Close Out 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):	5/29/2018
3. Street Address	715 Alta Vista Street			7. Reporting Period End Date: (MM/DD/YYYY)	2/28/2018
5. City, State, Zip Code	Santa Fe, NM 87505				
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	9/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		

Part A: Metrics - Final PPR Milestone Data (cumulative through the last quarter)

	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category
1	Stakeholders Engaged	8477	*Actual number of individuals reached via stakeholder meetings during the period of performance*
2	Individuals Sent to Broadband Conferences	74	*Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the period of performance*
3	Staff Hired (Full-Time Equivalent)(FTE)	5.34	*Actual number of state personnel FTEs who began supporting SLIGP activities during the period of performance (may be a decimal)*
4	Contracts Executed	15	*Actual number of contracts executed during the period of performance*
5	Governance Meetings	5	*Actual number of governance, subcommittee, or working group meetings held during the period of performance*
6	Education and Outreach Materials Distributed	32239	*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 period of performance*
7	Subrecipient Agreements Executed	0	*Actual number of agreements executed during the period of performance*
8	Phase 2 - Coverage	Complete Dataset Submitted to FirstNet	*Please choose the option that best describes the data you provided to FirstNet in each category during the period of performance:* • *Not Complete* • *Partial Dataset Submitted to FirstNet* • *Complete Dataset Submitted to FirstNet*
9	Phase 2 – Users and Their Operational Areas	Complete Dataset Submitted to FirstNet	
10	Phase 2 – Capacity Planning	Complete Dataset Submitted to FirstNet	
11	Phase 2 – Current Providers/Procurement	Complete Dataset Submitted to FirstNet	
12	Phase 2 – State Plan Decision	Not Complete	

Part B: Narrative

Milestone Data Narrative: Please Describe in detail the types of milestone activities your SLIGP grant funded (Please reference each project type you engaged in. Example: Governance Meetings, Stakeholders Engaged)

Stakeholders Engaged: Through the period of this grant, the NM Department of Information Technology (DoIT) conducted meetings with public safety stakeholders from diverse public safety entities (police, fire, EMS). DoIT also reached out to other secondary public safety organizations with a direct link to first responders, including telecommunications companies, utilities, hospitals, among others. There was also an effort to engage with tribes in New Mexico, with presentations made at the annual Tribal Summit and on-going invitations to regional meetings as well. DoIT FirstNet staff also conducted discussions and made presentations at many conferences, local and national. Seminars and workshops were requested and held by diverse groups in the state, as well as at regional events. DoIT's status as an early builder also increased stakeholder interest.

Individuals Sent to Broadband Conferences: SLIGP Funds were used to send the SPOC and staff focused on the NPSBN to public safety broadband conferences nationally to keep staff current on developments toward the deployment of the NPSBN. These conferences also kept employees informed on emerging technologies and best practices in the radio, public safety and communications industries.

Staff Hired: In the period of this grant, the NM DoIT was able to hire individuals to focus on the work of this project. Staff were employed to ensure completion of grant requirements, including administrative requirements, and to manage the overall project to complete the milestones toward the opt-in/opt-out decision. Staff hired included Financial Coordinators, Financial Specialists, Administrative Coordinators, and Project Managers.

Contracts Executed: As part of this project, NM DoIT executed several contracts to facilitate completion of grant requirements and goals. Contracts included: the University of New Mexico Earth Data Analysis Center (EDAC) to obtain enable data collection required for submission to NTIA. Another contract enabled hiring a contractor to assist in focusing the Education and Outreach activities to reach grant goals, including as well administrative and technical writing services. Contracts were also executed to obtain the skilled services of telecommunications legal counsel with extensive experience working with New Mexico from the time of its first obtaining early builder status; this skill was used to provide comments to federal notices at various times, reviewing conflicts of laws that may impact the state's deployment and updates on federal processes and regulations that drove the development of the state plan. This legal counsel was essential in facilitating the State's opt-in decision.

Governance Meetings: SLIGP funding allowed the NM DoIT to begin the process of implementing a governance body to guide deployment of the NPSBN. It was the intent that body would recommend policies and best practices toward the implementation and operation of the NPSBN in the State of New Mexico. This effort remains a work in progress, and there is much work left to be done. Political issues and turnover have hindered this process, however.

Education and Outreach Materials Distributed: DoIT used funds to create a website that provides information to stakeholders. Hits from this website are and were counted in this category. NM DoIT also created and distributed information sheets based on knowledge obtained from conferences and meetings with the First Responder Network Authority and also directly distributed documents created by FirstNet at meetings and at conference booths.
Sub-recipient Agreements Executed: NM DoIT did not engage in this activity.

Please describe in detail any SLIGP program priority areas (education and outreach, governance, etc.) that you plan to continue beyond the SLIGP period of performance.

With FN's contractor in full engagement and their own governance of the NPSBN evolving, the State will continue to educate stakeholders at meetings to which it is invited, outreach to stakeholders to discuss the types of data they would like to have shared and what types of agreements may/should be in place. Procurement issues continue to be a priority and will be developed through state/local procurement officials as well as through sharing information with other states. The state will review existing poiicies and procedures as relates to the use of the tools, e.g. what exists, what should be implemented, what roles, among other things. 911 is a part of the NPSBN effort and the State will continue to work to more fully engage 911 in the total big picture of p/s communications.

Data collection narrative: Please describe in detail the status of your SLIGP funded data collection activities.

DoIT collected the data as required by SLIGP and FirstNet; that data is documented as a part of the files. The issue remains that not all stakeholders completed the information requested. It may be helpful to obtain further information that will better inform the NPSBN on its buildout, but that is not yet clear.

Please describe in detail any data collection activities you plan to continue beyond the SLIGP period of performance.

It is not clear yet what additional data collection activities may be needed. Coverage issues remain a concern, but there is not yet a clear path forward that will fully inform the state and it's stakeholders. This continues to evolve.

Lessons Learned: Best practice efforts included ensuring that key stakeholders understand that FN and LMR are part of the larger ecosystem of public safety communications, that supporting one does not mean eliminating support for the other. Continued relationship building with stakeholders, including those on the line. A key lesson was to keep key decision makers fully informed about the effort and its impact on the overall public safety communications environment. One outcome of the SLIGP initiative was to discuss the idea of having a devoted bureau/division within the current structure of the department that is dedicated to the full ecosystem of public safety communications, e.g., how they interface and when, who should be engaged, skills sets required, policies/procedures. All are now part of the big picture discussion that would probably not have happened absent the opportunities presented by SLIGP.

Part C: Staffing

Staffing Table - Please provide a summary of all positions funded by SLIGP.

Name	FTE%	Project(s) Assigned	Change
Business Analyst	0%	SLIGP	No Change
IT Technology Officer	0%	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	0%	SLIGP	No Change
Program Manager	100%	SLIGP	No Change

Part D: Contracts and Funding

Subcontracts Table – Include all subcontractors engaged during the period of performance. The totals from this table must equal the "Subcontracts Total" in your Budget Worksheet

Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Total Federal Funds Allocated	Total Matching Funds Allocated
Keller and Heckman 6422 7043 7348 7849 8264	Legal Support	Vendor	N	$239,790.21	$0.00
Excel Staffing Companies 6200 6689	Technical Writing Services	Vendor	N	$59,845.40	$0.00
Excel Staffing Companies 6530 5981 6631	Administrative Services	Vendor	N	$75,562.31	$0.00
Xynergy 7960	Website Design and Build and Graphic Design	Vendor	N	$6,558.32	$0.00
Consolidated Telecom Services 6307	Outreach Material	Vendor	N	$11,101.30	$0.00
New Mexico First 6363	Facilitation of Annual Meeting	Vendor	N	$40,396.15	$0.00
Kesselman-Jones Inc 7470	Education and Outreach	Vendor	N	$21,892.92	$0.00
University of NM Earth Data Analysis Center 8334	Data Collection	Vendor	N	$3,000.00	$0.00
Catholic Community Services of Southern 7501	Interpretor Services	Vendor	N	$1,350.56	$0.00
Heritage Audio Visual 7503	Audio Visual services	Vendor	N	$535.94	$0.00
Consolidated Telecom Services 7038 7477	Outreach Material and Data Collection	Vendor	N	$70,091.62	$0.00
ABQ Grafix 7496	Printing and Design Services	Vendor	N	$135.06	$0.00
Santa Fe Picacho Hotel Management 7434	Audio Visual services	Vendor	N	$718.33	$0.00
Heritage Audio Visual 7494	Audio Visual services	Vendor	N	$1,473.83	$0.00
Hilton Santa Fe Historic Plaza 6705	Food and beverage services	Vendor	N	$5,375.00	$0.00
Atrium Hotels LP 8576	Food and beverage services/Audio Visual	Vendor	N	$4,471.40	$0.00
Upper Crust Pizza LTP 8084	Food and beverage	Vendor	N	$211.71	$0.00
Santa Fe Picacho Hotel Management 7478	Food and beverage services/Audio Visual	Vendor	N	$6,559.36	$0.00
Dunkin Donuts 8083	Food and beverage	Vendor	N	$104.62	$0.00
Federal Engineering Inc.	LTE Capabilities Assessment	Vendor	N	$0.00	$150,843.16

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Budget Worksheet

Columns 2, 3 and 4 must match your project budget for the entire award and your final SF 424A. Columns 5, 6, and 7 should list your final budget figures, cumulative through the last quarter

Project Budget Element (1)	Federal Funds Awarded (2)	Approved Matching Funds (3)	Total Budget (4)	Final Federal Funds Expended (5)	Final Approved Matching Funds Expended (6)	Final Total funds Expended (7)
a. Personnel Salaries	$507,214.00	$230,895.00	$738,109.00	$431,054.66	$234,097.26	$665,151.92
b. Personnel Fringe Benefits	$176,460.00	$93,118.00	$269,578.00	$166,999.15	$89,915.58	$256,914.73
c. Travel	$145,565.00	$0.00	$145,565.00	$78,754.92	$0.00	$78,754.92
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	$40,190.14	$0.00	$40,190.14
f. Subcontracts Total	$743,079.00	$150,843.00	$893,922.00	$549,174.04	$150,843.16	$700,017.20
g. Other	$170,415.00	$0.00	$170,415.00	$168,874.52	$0.00	$168,874.52
Indirect	$116,244.00	$0.00	$116,244.00	$82,718.57	$0.00	$82,718.57
h. Total Costs	$1,899,423.00	$474,856.00	$2,374,279.00	$1,517,766.00	$474,856.00	$1,992,622.00
i. % of Total	80%	20%	100%	76%	24%	100%

Part E: Additional Questions: Please select the option (Strongly Disagree, Disagree, Neutral, Agree, Somewhat Agree, Strongly Agree) that best suits your answer.			
Overall, were SLIGP funds helpful in preparing for FirstNet?	**Agree**	**What was most helpful? What challenges did you encounter?**	***Most helpful was having the opportunity for dedicated staff to work on the initiative. Most challenging was the fact that so much was unclear for about 2/3 of the grant period about how FN would deploy; and, the lack of full dialogue as to the challenges state, local, tribal and territorial governments would face with a commercial carrier being the face of FirstNet.***
Were SLIGP funds helpful in planning for your FirstNet consultation?	**Agree**	**What was most helpful? What challenges did you encounter?**	***The funds to sponsor such a meeting were very helpful. Those who attended the consultation remained guarded as there was still no clarity as to how the final deployment would happen but were hopeful at the promise of the NPSBN. The challenges remained the same: how will it happen? who pays for what? (FN said it wouldn't cost anything) lack of clarity as to how services would be procured***
Were SLIGP funds helpful in informing your stakeholders about FirstNet?	**Agree**	**What was most helpful? What challenges did you encounter?**	***Having the opportunity to have meetings in different parts of the state. Challenges remain that stakeholders outside of public safety,e .g., decision makers, still do not understand what public safety communications is and how this data piece and voice piece need to be considered together***
Were SLIGP funds helpful in developing a governance structure for broadband in your state?	**Neutral**	**What was most helpful? What challenges did you encounter?**	***Before I arrived, there was some work on governance; due to disconnects between two key departments, there is no governance body at this time. The issue is a state issue; it is the intent in SLIGP2 to form a collaborative group to guide deployment***
Were SLIGP funds helpful in preparing your staff for FirstNet activities in your state (e.g. attending broadband conferences, participating in training, purchasing software, procuring contract support etc.)?	**Agree**	**What was most helpful? What challenges did you encounter?**	***Yes. Staff attended conferences and engaged in dialogue with other entities in the state. Contractors were hired to help develop a work plan for the state which was helpful. Hiring legal was helpful for the state.***
Were SLIGP funds helpful in updating your Statewide Communications Interoperability Plan?	**Strongly Disagree**	**What was most helpful? What challenges did you encounter?**	***DoIT and SWIC did not work together to update the plan***
Were SLIGP funds helpful in preparing for your review of the FirstNet developed State Plan?	**Agree**	**What was most helpful? What challenges did you encounter?**	***Helpful to hold meetings, engage with other states in dialogue, attend meetings with other SPOCS to bring issues back to the NM State stakeholders, which was helpful in considering the bigger picture. Agendas developed for preparing stakeholders to review plan were helpful.***
Were SLIGP funds helpful in conducting FirstNet determined data collection?	**Agree**	**What was most helpful? What challenges did you encounter?**	***Staff used the template to gather information from stakeholders.***

Part F: 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.		
Typed or printed name and title of Authorized Certifying Official:	**Telephone (area code, number, and extension)**	505-476-3070
Darryl Ackley, Cabinet Secretary, New Mexico Department of Information Technology		
Signature of Authorized Certifying Official:	**Email Address:**	Darryl.Ackley@state.nm.us
	Date:	6/18/2018 (Revised)