

U.S. Department of Commerce Performance Progress 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)	10/30/2017
3. Street Address	715 Alta Vista Street			7. Reporting Period End Date: (MM/DD/YYYY)	9/30/2017
5. City, State, Zip Code	Santa Fe, NM 87505			8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
<b>10a. Project/Grant Period</b>					
Start Date: (MM/DD/YYYY)	9/1/2013	10b. End Date: (MM/DD/YYYY)	2/28/2018		
<b>11. List the individual projects in your approved Project Plan</b>					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	2772	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	2	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	1	Actual number of contracts executed during the quarter		
5	Governance Meetings	4	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	1349	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	Stage 6	For each Phase 2 milestone category, please provide the status of the activity during the quarter: <ul style="list-style-type: none"> <li>• Stage 1 - Process Development</li> <li>• Stage 2 - Data Collection in Progress</li> <li>• Stage 3 - Collection Complete; Analyzing/Aggregating Data</li> <li>• Stage 4 - Data Submitted to FirstNet</li> <li>• Stage 5 - Continued/Iterative Data Collection</li> <li>• Stage 6 - Submitted Iterative Data to FirstNet</li> </ul>		
9	Phase 2 – Users and Their Operational Areas	Stage 6			
10	Phase 2 – Capacity Planning	Stage 6			
11	Phase 2 – Current Providers/Procurement	Stage 5 PROCUREMENT ISSUES BEING EXAMINED			
12	Phase 2 – State Plan Decision				
<b>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.</b>					

In this quarter, the New Mexico SLIGP focused on the draft state plan as provided by FirstNet. July saw key meetings being held by stakeholder members who were placed on the review committee and read through the Plan and provided comments and dialogue. Included in this team were representatives of State, County, 911, Public Regulation Commission, Indian Affairs Division and Navajo Technical University and the Navajo Governmental Council. Also included were representatives of Guam and Arizona. Issues of concern focused on coverage, particularly in the rural areas and along the border. During this time, FN also ramped up its efforts with the tribes in NM and other locations and the State participated with FN reps. In anticipation of the Governor's "intent" to opt-in, the team corresponded frequently and heard broad conversations from other states regarding their challenges. All discussions were strategic and intended to best inform the SPOC in his recommendation to the Governor. Upon the Governor's written letter of intent, the State SPOC and Deputy SPOC reached out to the team to ensure they were thanked and acknowledged before the announcement was public. August saw continued work with state and local providers of security at major state events: Zozobra, State Fair and planning for the Balloon Fiesta. Documentation of the planning and engagement of DoIT is important to the development of effective governance. Past governance efforts have been reviewed and, with the deployment of the FN/ATT network, a new governance strategy is under development. The team is examining all the key elements of governance to ensure all components are considered. To that end, participation at the APCO conference and meetings with other states wherein their governance entities are very diverse, help inform the strategy for the state going forward. GIS is also an important element of public safety for "boots on the ground" and NG 911 efforts. To that end, the Deputy SPOC and GIS broadband liaison attended the national GIS conference to discuss with states and tribes in attendance the importance of being a voice at the table for planning. NM has been ahead of the curve with that strategy. The Deputy SPOC co-presented at the State 911 conference and updated attendees on the status of FN. The Deputy SPOC was also a presenter at the State Homeland Security Conference which engaged over 300 emergency management professionals. The Secretary/SPOC was also a keynote speaker on the second day of the conference and shared the intent of FN, it's status and how the state sees public safety communications as an important element in the effective protection of NM citizens. As a result, Deputy SPOC was asked to work with one of the rural regions which had recently experienced an active shooter resulting in fatalities. There is planning to meet with cities and towns in that region of the state in November. DoIT was also asked to share its state plan with the State of AZ and the territory of Guam, which was approved. The Deputy SPOC participated at a Mayors' Summit co-sponsored by ATT. She added clarification as to the implications of the Intent to Opt In decision by the Governor and liaised with mayors for further presentations. Meetings were also held with the State Procurement Office regarding the status of mechanisms which would allow purchase of FN/ATT services by NM stakeholders. This issue remains unclear at some level, even though ATT reports that it has had its FN services approved to be added to GSA and NASPO purchasing vehicles; there remain questions which are being explored to ensure stakeholder questions concerns can clearly be answered. The SPOC and his team met multiple times with the Dept of Indian Affairs to develop a better strategy for reaching the diverse tribes. The Navajo Nation has been proactive and through work of the FN and relationships developed by the SPOC, Deputy SPOC and the Dept's Indian Affairs liaison, we were invited to participate and speak at the Navajo Council meeting in Flagstaff, AZ. Representatives of the Navajo Nation and counties in AZ that adjoin the nation were also present. The SPOC presented on the NM strategy and introduced his staff, both of whom were familiar to participants.

**Broadband Conferences:** APCO-Denver - Garcia; National GIS Conference - Providence, RI (2) Deputy SPOC and DoIT GIS coordinator

**Contract Executions:** Contract with Keller & Heckman, legal services executed and started 7/1/17

**Education and Outreach Material:**

- The New Mexico FirstNet website had a total of 1,318 access hits this quarter; July 2017 - 401, August 2017 - 513, and September 2017 - 404. The Draft FirstNet/ATT state plan was distributed electronically to all users of the Plan Portal (31).

**Phase 2/Stages 2-6 – Coverage, Users and Their Operational Areas, Capacity Planning (Data Collection):**

- Stage-1 Process Development (complete);
- Stage-2 Data Collection in progress (second round complete);
- Stage-3 Collection complete, analyzing/aggregating data (second round complete);
- Stage-4 Data submitted to FirstNet (second round complete);
- Stage-5 Continued/iterative data collection (second round complete); and
- Stage-6 Submitted iterative data to FirstNet (second round submitted).

**Challenges/Obstacles:**

**The Governor's intent to opt-in has been a confusing concept for stakeholders.** It has been important for stakeholder community to understand the final opt-in decision means FN/ATT can build the network, that the services are not free and devices are not provided. While the NPSBN technology is important, it is not well understood. Therefore, governance, good governance with a clear focus must be established. Tribal outreach remains both a priority and a challenge. With the GAO and the Congressional oversight committee putting an emphasis on FN understanding tribal sovereignty and outreach, FN/ATT must work more collaboratively on this engagement. As state and local entities are being approached by ATT, it has been confusing for some as there is a belief that the State is the sponsor. While that may be true, that is not formal until a governance mechanism is established; the state should take that lead as the enterprise technology provide in the state. The relationships among the key partners must still be clarified and the state must walk carefully through its support of the NPSBN while not appearing to favor one vendor over another. Issues in procurement must be clarified so the message is clear and, if another vendor is able to provide "similar" services, the message is of utmost importance. FirstNet/ATT are doing their own outreach for sales. The state is not always aware of groups with whom they are meeting which is causing some confusion.

**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.**

State and local meetings continue to be important for planning based on the State Plan . Dep SPOC continues to reconnect with key stakeholders, including tribal leaders and working with the SPOC to determine the best governance model for the state. SPOC and Deputy SPOC are discussing future plans/options/next steps in anticipation of Governor's decision.

**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**

N/A

**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
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	100%	SLIGP	No Change
Program Manager	100%	SLIGP	No Change

**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
Keller and Heckman	Legal Support	Vendor	N	Y	11/12/2014	11/17/2015	\$300,000.00	\$0.00
New Mexico First	Facilitation of Annual Meeting	Vendor	N	Y	12/1/2014	12/30/2014	\$44,191.00	\$0.00
CTS	Outreach Material	Vendor	N	Y	9/18/2014	6/30/2016	\$11,101.30	\$0.00
Excel Staffing	Technical Writing Services	Vendor	N	Y	5/15/2014	6/30/2014	\$13,582.15	\$6,791.11
Excel Staffing	Administrative Services	Vendor	N	Y	5/15/2014	6/30/2014	\$8,417.90	\$5,611.92
Excel Staffing	Technical Writing Services	Vendor	N	Y	7/1/2014	12/31/2014	\$49,801.18	\$0.00
Excel Staffing	Administrative Services	Vendor	N	Y	7/1/2014	9/30/2015	\$53,669.44	\$0.00
Excel Staffing	Technical Writing Services	Vendor	N	Y	1/30/2015	6/30/2015	\$19,152.00	\$0.00
Excel Staffing	Administrative Services	Vendor	N	Y	4/7/2014	6/30/2015	\$5,560.80	\$0.00
Excel Staffing	Technical Writing Services	Vendor	N	Y	4/30/2015	6/30/2015	\$16,024.00	\$0.00
CTS	Outreach Material and Data Collection	Vendor	N	Y	9/18/2014	7/24/2016	\$150,438.12	\$0.00
Univ. Of NM Earth Data Analysis Center	Data Collection	Vendor	N	Y	7/27/2015	3/1/2018	\$50,000.00	\$0.00
Kesselman-Jones Inc.	Education and Outreach	Vendor	N	Y	5/23/2016	6/30/2016	\$26,466.31	\$0.00
CTS Contract Amendment	Education and Outreach	Vendor	N	Y	5/19/2016	6/30/2016	\$25,749.10	\$0.00
Keller and Heckman	Legal Support	Vendor	N	Y	9/13/2016	6/30/2017	\$40,000.00	\$0.00
Xynergy	Website Design and Build	Vendor	N	Y	1/4/2017	6/30/2017	\$5,800.13	\$0.00
Keller and Heckman	Legal Support	Vendor	N	Y	7/1/2017	3/1/2018	\$50,000.00	\$0.00

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

None at this time.

**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	\$507,214.00	\$230,895.00	\$738,109.00	\$335,453.05	\$234,097.26	\$569,550.31
b. Personnel Fringe Benefits	\$176,460.00	\$93,118.00	\$269,578.00	\$136,206.42	\$89,915.58	\$226,122.00
c. Travel	\$145,565.00	\$0.00	\$145,565.00	\$72,225.02	\$0.00	\$72,225.02
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	\$36,923.40	\$0.00	\$36,923.40
f. Subcontracts Total	\$743,079.00	\$150,843.00	\$893,922.00	\$520,702.64	\$150,843.16	\$671,545.80
g. Other	\$170,415.00	\$0.00	\$170,415.00	\$151,874.52	\$0.00	\$151,874.52
h. Indirect	\$116,244.00	\$0.00	\$116,244.00	\$56,744.64	\$0.00	\$56,744.64
i. Total Costs	\$1,899,423.00	\$474,856.00	\$2,374,279.00	\$1,310,129.69	\$474,856.00	\$1,784,985.69
j. % of Total	80%	20%	100%	73%	27%	100%
<b>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.</b>						
<b>16a. Typed or printed name and title of Authorized Certifying Official:</b>				<b>16c. Telephone (area code, number, and extension)</b>	505-476-3070	
Darryl Ackley, Cabinet Secretary, NM Department of Information Technology				<b>16d. Email Address:</b>	Darryl.Ackley@state.nm.us	
<b>16b. Signature of Authorized Certifying Official:</b>				<b>Date:</b>	26 OCT 2017	
						