	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)	1/30/2018
3. Street Address	715 Alta Vista Street			7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2017
5. City, State, Zip Code	Santa Fe, NM 87505			8. Final Report Yes ☐ No ✓	9. Report Frequency Quarterly ✓

10a. Project/Grant Period				
Start Date: (MM/DD/YYYY)	9/1/2013	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	955	*Actual number of individuals reached via stakeholder meetings during the quarter*
2	Individuals Sent to Broadband Conferences	1	*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	0	*Actual number of governance, subcommittee, or working group meetings held during the quarter*
6	Education and Outreach Materials Distributed	2668	*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	
9	Phase 2 – Users and Their Operational Areas	Stage 6	*For each Phase 2 milestone category, please provide the status of the activity during the quarter:*
10	Phase 2 – Capacity Planning	Stage 6	• *Stage 1 - Process Development* • *Stage 2 - Data Collection in Progress* • *Stage 3 - Collection Complete; Analyzing/Aggregating Data*
11	Phase 2 – Current Providers/Procurement	Stage 5 PROCUREMENT ISSUES BEING EXAMINED	• *Stage 4 - Data Submitted to FirstNet* • *Stage 5 - Continued/Iterative Data Collection* • *Stage 6 - Submitted Iterative Data to FirstNet*
12	Phase 2 – State Plan Decision	State has opted in	

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.
In this quarter, the New Mexico SLIGP, post opting-in, the State has been considering the best options for creating a "governance" or "collaborative" model for working with state stakeholders. As part of that work, SLIGP staff participated in various forums to inform stakeholders the meaning of the opt-in decision; it has been working on a plan as to how best to deploy its assets, including what types of agreements may need to be done or updated. SLIGP staff worked with FN in consideration of how best to terminate the SMLA following completion of the opt-in process. In contemplation of SLIGP1 ending in February, staff worked on the application for SLIGP2 and discussed next steps with other states and key stakeholders in NM with a plan to host a summit with NM stakeholders before the end of the SLIGP 1 for input to guide the state forward in the deployment of the NPSBN. Continuing education of stakeholders involved attending planned events and discussing with potential users what they saw working best from the perspective of using early builder/SIRCITS assets and what else they would like to see. Discussions with local government was to inform them of the benefits of asking questions sufficient to help inform them as they make decisions about purchasing the services of FN/ATT. SLIGP staff met with state purchasing staff to inform and open broader discussions for forward movement. Presentations were also made at an IWCE meeting in Dallas regarding "lessons learned" from early builder perspective. GIS remains 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 (who is also the Agency Tribal liaison) continue to work together on public safety related GIS matters that touch NM and multiple states and tribes to ensure a voice at the table for planning. NM has been ahead of the curve with that strategy.
Broadband Conferences: PSCR-Boulder/October - Garcia; IWCE-Dallas - Garcia (Early Builder comments)
Contract Executions: No new contract exectutions in this reporting period.
Education and Outreach Material: • The New Mexico FirstNet website had a total of 2,654 access hits this quarter. FirstNet/ATT materials were distributed to stakeholders at the Clovis meeting on November 1, 2017.
Phase 2/Stages 2-6 – Coverage, Users and Their Operational Areas, Capacity Planning (Data Collection): Stage-1 Process Development (complete); State-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 State-6 Submitted iterative data to FirstNet (second round submitted).
Challenges/Obstacles: The opt-in decision continues to need clarity among stakeholders and that has been a consistent matter for communications among stakeholders. The State works at promoting the NPSBN and tries to keep language clear enough that there is no confusion that we promote one vendor over another, nor will devices be provided for free. When presenting, SLIGP staff clarify, respond to questions and provide guidance to potential stakeholders as they contemplate decisions. DoIT is also working on its internal business practices to ensure clarity ot its role. The NPSBN technology remains important; the state is working to ensure both the business and technology aspects are better understood. FN has been doing its own outreach and responds to the technical descriptions. Thus, good governance/coillaborative body(ies) with a clear focus must be established. Tribal outreach remains both a priority and a challenge, in particular because FN Tribal reps are doing work in the state and do not have to inform as to their message. 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. State and local entities approached by ATT, remain confused as to whether the NPSBN is a state mandate. The state is examining how, as the enterprise technology provider in the state, its focus on a public safety enterprise entity may best be developed. The relationships among the key partners still need clarification 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. Message is of utmost importance.

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 as the state moves into the deployment phase now that all states have made the opt-in decision. Dep SPOC continues to reconnect with key stakeholders, including tribal leaders and working with the SPOC to determine the best governance/collaborative model for the state. SPOC and Deputy SPOC are discussing future plans/options/next steps, particularly considering a transition in government following November 2018 elections.

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	33%	SLIGP	-66%
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	$383,153.84	$234,097.26	$617,251.10
b. Personnel Fringe Benefits	$176,460.00	$93,118.00	$269,578.00	$151,948.90	$89,915.58	$241,864.48
c. Travel	$145,565.00	$0.00	$145,565.00	$75,983.38	$0.00	$75,983.38
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	$38,073.07	$0.00	$38,073.07
f. Subcontracts Total	$743,079.00	$150,843.00	$893,922.00	$533,921.39	$150,843.16	$684,764.55
g. Other	$170,415.00	$0.00	$170,415.00	$168,874.52	$0.00	$168,874.52
h. Indirect	$116,244.00	$0.00	$116,244.00	$60,240.62	$0.00	$60,240.62
i. Total Costs	$1,899,423.00	$474,856.00	$2,374,279.00	$1,412,195.72	$474,856.00	$1,887,051.72
j. % of Total	80%	20%	100%	75%	25%	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:

Darryl Ackley, Cabinet Secretary, NM Department of Information Technology

16b. Signature of Authorized Certifying Official:

16c. Telephone (area code, number, and extension) 505-476-3070

16d. Email Address: Darryl.Ackley@state.nm.us

Date: 23 JAN 2018