

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	42-10-513242
1. Recipient Name				4. EIN:	75-1671659
3. Street Address				6. Report Date (MM/DD/YYYY)	1/30/2016
5. City, State, Zip Code				7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2015
				8. Final Report Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9. Report Frequency Quarterly <input checked="" type="checkbox"/>
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)		8/1/2013		10b. End Date: (MM/DD/YYYY)	
				1/31/2018	
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Total Federal Public Amount	Amount expended (Q4) Total of other reporting periods	Percent of Total Federal Amounts per Q4
1	Stakeholder Meetings	411			
2	Broadband Conferences	4			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	2			
6	Education and Outreach	411			
7	Subrecipient Agreement Executed	0			
8	Phase 2 - Coverage	Stage 5			
9	Phase 2 - Users and Their Operational Areas	Stage 5			
10	Phase 2 - Capacity Planning	Stage 5			
11	Phase 2 - Current Providers/Procurement	Stage 5			
12	Phase 2 - State Plan Decision	Stage 5			
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>Milestones: Our consultant and staff shared information regarding the National Public Safety Broadband Network (NPSBN) at a total of sixteen (16) meetings reaching 411 stakeholders during the fourth quarter of 2015, also known as quarter ten (Q10) of the grant. Our team sent representatives to multiple third party broadband conferences as well. Three members of our team attended the SPOC workshop in October. Another member of our team attended the All Hazards Incident Management Conference in Denver, CO in December. At this conference he shared lessons learned during the Papal Visit in regard to the usage of band class 14 for the security detail. A SCIP Workshop was held in early December with state and local stakeholders present to work on the re-write of our existing statewide communications interoperability plan as part of a Technical Assistance Workshop with the Office of Emergency Communications.</p> <p>No new staff was hired for the grant; however, the existing staff worked through the quarter with our consultants to present information regarding the NPSBN, reviewing public notices, discussing the FirstNet organizational architecture, promotion of the website, as well as the scheduling and presentation of outreach sessions to our stakeholders and government officials.</p> <p>Our quarterly StarNet Communications Operations Workgroup (Governance) meeting for the existing land mobile radio system occurred within the quarter and discussed the progress of the FirstNet project.</p> <p>The executive order creating our State Interoperability Executive Committee (SIEC) received approval in early December, 2014, as noted in previous reports. No meetings of the SIEC have taken place to date; however, the approval of its formation is a milestone for our project. Regular meetings of this group are expected to begin once the budget for fiscal year 2015 is passed and our Governor is able to appoint persons into the positions. In the meantime, a working group has been created by Management Directive that will allow for governance over the FirstNet project until the SIEC is fully operational. This working group met for the first time within the quarter.</p> <p>No subrecipient agreements are planned for the project.</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.					
A new baseline was submitted as part of the implementation of Phase 2. No additional changes are anticipated.					
11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.					
With the acceptance of our budget revision package, all amounts in #14 (budget worksheet) have been updated to show the cost classification approved amounts as per that revision. The salaries and fringe benefits reflect time contributed to the project through December 11, 2015 so that all documentation could be pulled together and submitted to our budget office (for transfer to the grant) prior to the holidays. The FTE calculation; however, reflects time contributed through the entire quarter.					

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.
Pennsylvania participates in the Mid-Atlantic Consortium for Interoperable Nationwide Advanced Communications (MACINAC) Initiative. The MACINAC Initiative, which includes Delaware, Maryland, Pennsylvania, Virginia and West Virginia, coordinates its member states to work together where concerted action will result in improved interoperability or cost savings with regard to public safety wireless broadband. MACINAC is not an entity or organization; it is an agreement among five states to work together to further their respective interests in the successful deployment of public safety wireless broadband service in the mid-Atlantic region.

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.

The project is believed to be fully staffed at this time.

12b. Staffing Table

Job Title	FTE%	Project (s) Assigned	Change
Single Point of Contact	0.1	Project Leader attending meetings and decision making responsibilities	Existing
Statewide Interoperability Coordinator	0.1	Presenting at outreach and education sessions, assisting with reporting details	Existing
Administrative Officer	0.5	Gathers data to meet reporting requirements, completes budget and procurement duties, presents at outreach and education sessions	Existing
Project Manager	0.1	Assists SPOC and acts as an assistant SPOC in decision making responsibilities, presents at outreach and education sessions	Existing
Policy Specialist	0.4	Attends meetings, edits and assists with consultant and communication details	Existing
Customer Support	0.01	Attends meetings, assists with outreach and education of stakeholders	Existing
GIS Administrator	0.1	Attend technical GIS meetings, analyze GIS data and provide reports to support phased implementation	Existing

13. Subcontracts (Vendors and/or Subrecipients)

13a. Subcontracts Table – include all subcontracts. 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
TreCom Systems Group	County Commissioners Outreach & Education	Vendor	Y	Y	September 2014	To be determined	\$49,850.00	\$0.00
TreCom Systems Group	Regional Task Force Outreach Session	Vendor	Y	Y	September 2014	To be determined	\$296,163.00	\$0.00
TreCom Systems Group	Training Materials for Outreach Sessions	Vendor	Y	Y	September 2014	To be determined	\$77,018.00	\$0.00
TreCom Systems Group	State Agency Outreach Sessions	Vendor	Y	Y	October 2015	To be determined	\$28,922.00	\$0.00
TreCom Systems Group	Stakeholder & Public Safety User List Creation	Vendor	Y	Y	September 2014	To be determined	\$57,973.00	\$0.00
TreCom Systems Group	Outreach- Industry Specialist Presentation	Vendor	Y	Y	September 2014	To be determined	\$53,466.00	\$0.00
TreCom Systems Group	Outreach- O&E Specialist Presentation	Vendor	Y	Y	September 2014	To be determined	\$36,780.00	\$0.00
TreCom Systems Group	Outreach- Data Specialist Presentation	Vendor	Y	Y	September 2014	To be determined	\$8,120.00	\$0.00
TreCom Systems Group	Outreach- Subject Matter Specialist Presentation	Vendor	Y	Y	September 2014	To be determined	\$6,768.00	\$0.00
TreCom Systems Group	Event Planning	Vendor	Y	Y	September 2014	To be determined	\$11,730.00	\$0.00
TreCom Systems Group	SCIP Revision and Rewrite	Vendor	Y	Y	September 2014	To be determined	\$85,558.00	\$0.00
TreCom Systems Group	Survey tool development, delivery and analysis	Vendor	Y	Y	September 2014	To be determined	\$96,651.00	\$0.00
TreCom Systems Group	Facility rentals and supplies for Outreach sessions	Vendor	Y	Y	September 2014	To be determined	\$126,979.00	\$0.00
TreCom Systems Group	Marketing and Outreach website	Vendor	Y	Y	September 2014	To be determined	\$80,534.00	\$0.00
TreCom Systems Group	Marketing and Outreach web hosting	Vendor	Y	Y	September 2014	To be determined	\$41,220.00	\$0.00
TreCom Systems Group	Sharepoint site for document sharing	Vendor	Y	Y	September 2014	To be determined	\$9,275.00	\$0.00
TreCom Systems Group	Webinars	Vendor	Y	Y	September 2014	To be determined	\$133,800.00	\$0.00
TreCom Systems Group	Industry workshop with webinar	Vendor	Y	Y	September 2014	To be determined	\$39,700.00	\$0.00
TreCom Systems Group	Interoperability Conference	Vendor	Y	Y	October 2015	To be determined	\$56,813.00	\$0.00
TreCom Systems Group	Smartboard Connectivity	Vendor	Y	Y	September 2014	To be determined	\$3,938.00	\$0.00
TreCom Systems Group	Review/Respond to public notices (current/future)	Vendor	Y	Y	October 2015	To be determined	\$113,001.00	\$0.00
TreCom Systems Group	Review/Respond to draft RFP	Vendor	Y	Y	October 2015	To be determined	\$48,786.00	\$0.00
TreCom Systems Group	Project Management	Vendor	Y	Y	September 2014	To be determined	\$422,256.00	\$0.00
TreCom Systems Group	Stakeholder Data Collection Meetings	Vendor	Y	Y	September 2014	To be determined	\$83,324.00	\$0.00
TreCom Systems Group	Stakeholder Data Collection Meetings to meet September 2015 deadline	Vendor	Y	Y	September 2014	To be determined	\$11,171.00	\$0.00
TreCom Systems Group	Onsite Data Collection Meetings	Vendor	Y	Y	September 2014	To be determined	\$446,904.00	\$0.00
TreCom Systems Group	Data Collection Reports for FirstNet	Vendor	Y	Y	September 2014	To be determined	\$91,402.00	\$0.00
TreCom Systems Group	FirstNet Initial Consultation Mtg + follow-up/doc.	Vendor	Y	Y	September 2014	To be determined	\$98,204.00	\$0.00
TreCom Systems Group	FirstNet Secondary Consultation Mtg + follow-up/doc.	Vendor	Y	Y	October 2015	To be determined	\$98,204.00	\$0.00
TreCom Systems Group	State Plan Analysis	Vendor	Y	Y	September 2014	To be determined	\$12,249.00	\$0.00
All Hazards Consortium	Regional Consultation	Vendor	Y	Y	September 2014	To be determined	\$90,000.00	\$0.00
TreCom Systems Group	Additional Data Collection	Vendor	Y	N	To be determined	To be determined	\$900,000.00	\$0.00
TreCom Systems Group	GIS Refresher Training Course	Vendor	Y	Y	September 2015	December 2015	\$100.00	\$0.00

13b. Describe any challenges encountered with vendors and/or subrecipients.
As of the writing of this quarterly report, Pennsylvania continues to be under a budget impasse for fiscal year 2015. As a result of the impasse, any requests for changes to our existing purchase orders have been extremely slow as well as payments to our vendors.

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	Total Budget (4)	Federal Funds	Approved Matching	Total funds Expended
a. Personnel Salaries	\$0.00	\$610,074.00	\$610,074.00	\$0.00	\$164,858.70	\$164,858.70
b. Personnel Fringe Benefits	\$0.00	\$378,701.00	\$378,701.00	\$0.00	\$125,807.04	\$125,807.04
c. Travel	\$49,225.00	\$0.00	\$49,225.00	\$20,999.68	\$0.00	\$20,999.68
d. Equipment	\$37,354.00	\$0.00	\$37,354.00	\$37,353.85	\$0.00	\$37,353.85
e. Materials/Supplies	\$22,500.00	\$0.00	\$22,500.00	\$0.00	\$0.00	\$0.00
f. Contractual	\$3,716,860.00	\$0.00	\$3,716,860.00	\$1,576,365.83	\$0.00	\$1,576,365.83
g. Other	\$129,519.00	\$0.00	\$129,519.00	\$2,452.00	\$0.00	\$2,452.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$3,955,458.00	\$988,775.00	\$4,944,233.00	\$1,637,171.36	\$290,665.74	\$1,927,837.10
j. % of Total	80%	20%	100%	85%	15%	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:

May Diane M. Stackhouse
Director, Bur. of Communication & Info. Services

16c. Telephone (area code, number, and

16d. Email Address:

distackhou@pa.gov

16b. Signature of Authorized Certifying Official:

May Diane Stackhouse

Date: 1/19/16