

U.S. Department of Commerce  Performance Progress Report		2. Award or Grant Number 42-10-S13042
1. Recipient Name Pennsylvania State Police		4. EIN 25-1671669
3. Street Address 1800 Elmerton Avenue		6. Report Date (MM/DD/YYYY) 01/30/2014
5. City, State, Zip Code Harrisburg, PA 17110		7. Reporting Period End Date: December 31, 2013
10a. Project/Grant Period Start Date: 08/01/2013		10b. End Date: 07/31/2016
8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		9. Report Frequency X Quarterly

11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update, Outreach, Training etc.)	Project Deliverable Quantity (Number & Indicator Description)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Funding Amount expended
1	Stakeholder Meetings	0			
2	Broadband Conferences	0			
3	Staff Hires	0			
4	Contract Executions	0			
5	Governance Meetings	0			
6	Education and Outreach	0			
7	Subrecipient Agreements Executed	0			
8	Phase II Activities	N/A			

**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.**

Milestones: While none of the meetings held during the quarter were considered to be stakeholder meetings or broadband conferences, information was shared regarding the National Public Safety Broadband Network (NPSBN).

No new staff was hired for the grant; however, the existing staff worked through the quarter developing a RFQ to hire a consultant(s). The RFQ will be issued in the first quarter of 2014 with selection and issuance of a purchase order(s) to follow likely in the second quarter of the year.

The Office of Emergency Communications (OEC) met with our staff as well as key stakeholders in December of 2013 for a Broadband Consultation Prep Workshop. This workshop was the only education and outreach activity to occur within the quarter; however, two workshops are planned for the first quarter of 2014. The first of the workshops, in January will be held by the MACINAC states to discuss the regional approach followed by an NTIA workshop in February.

Governance meetings for the existing land mobile radio system took place within the quarter with limited exposure to the NPSBN. Members of these committees have been provided regular updates on the NPSBN. Beginning with the next quarter, these meetings will transition into a format devoting equal time to the NPSBN.

Our SWIC attended the joint meeting of SAFECOM and the National Council of Statewide Interoperability Coordinators (NCSWIC) in December.

No subrecipient agreements are planned for the project.

**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. No changes to the baseline are anticipated within the next quarter.**

**11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.**  
 Our pre-award expenditures as well as the expenditures for the personnel devoting time during the October-December time frame will be moved over to grant funding in early January and reflected on the next quarterly report. The time devoted to the State and Local Implementation Grant Program (SLIGP) this quarter included the planning of an RFQ to hire a consultant(s) to assist our team with County Infrastructure and Regional Task Force Meetings, re-writing of the Statewide Communications Interoperability Plan (SCIP), requirements gathering services, creation of a marketing and outreach website, regional consultation and structural feasibility analysis. While the process of writing the RFQ and submitting it through the approval process has proven to take longer than expected, we anticipate hiring this consultant by early in the second quarter of 2014.

**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. Members of the MACINAC consist of the six states within FEMA Region III. The Members of this Initiative are united to achieve their shared goal of maximizing efficiency and communications interoperability by creating a single regional public safety mobile broadband service and achieving the long-term widespread adoption and effective use of that service.

**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 although additional customer support administrators may be added to the team in future quarters in an effort to efficiently and effectively reach the current users of the public safety radio system as well as potential future users.

**12b. Staffing Table**

Job Title	FTE	Project(s) Assigned	Change
Statewide Interoperability Coordinator	.1	Attending meetings, assisting with reporting details	Started work on SLIGP
Administrative Officer	.1	Reporting requirements, budget and procurement duties, reviewing SOW for the consultant	Started work on SLIGP
Project Manager	.01	Attending meetings	Started work on SLIGP

**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	Project and % Assigned
To be determined	Legal Services	Vendor	N	N	To be determined	To be determined	\$80,000	\$0	

To be determined	County Infrastructure Outreach	Vendor	N	N	To be determined	To be determined	\$317,001	\$0
To be determined	Regional Task Force Outreach Session	Vendor	N	N	To be determined	To be determined	\$795,375	\$0
To be determined	SCIP Analyst	Vendor	N	N	To be determined	To be determined	\$156,000	\$0
To be determined	Requirements Gathering Services	Vendor	N	N	To be determined	To be determined	\$120,000	\$0
To be determined	Marketing and Outreach Website	Vendor	N	N	To be determined	To be determined	\$48,581	\$0
To be determined	Regional Consultation	Vendor	N	N	To be determined	To be determined	\$90,000	\$0
To be determined	Structural Feasibility Analysis	Vendor	N	N	To be determined	To be determined	\$900,000	\$0

Add Row

Remove Row

**13b. Describe any challenges encountered with vendors and/or subrecipients.** No challenges have been encountered with vendors to date. An RFP to hire a consultant(s) that will handle: outreach and education programs as well as actual implementation of seminars to stakeholders; development of a listing of all potential public safety users within the commonwealth; development of a standard Memorandum of Agreement (MOA); revision and update of the existing Statewide Communications Interoperability Plan (SCIP); construction of a website for education and outreach as well as data collection within Phase II has been developed and is expected to be issued early within the next quarter.

**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	0	\$635,971	\$635,971	0	0	0
b. Personnel Fringe Benefits	0	\$352,804	\$352,804	0	0	0
c. Travel	\$248,000	0	\$248,000	0	0	0
d. Equipment	\$20,000	0	\$20,000	0	0	0
e. Materials/Supplies	\$15,000	0	\$15,000	0	0	0
f. Subcontracts Total	\$2,506,957	0	\$2,506,957	0	0	0
g. Other	\$1,165,141	0	\$1,165,141	0	0	0
h. Total Costs	\$3,955,098	\$988,775	\$4,943,873	0	0	0
i. % of Total	80%	20%	100%	0	0	0

**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) 717-346-5346
MAJOR SCOTT A. NEAL	16d. Email Address sneal@pa.gov
16b. Signature of Authorized Certifying Official 	16e. Date Report Submitted (month, day, year) 2/4/14

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