

U.S. Department of Commerce		2. Award or Grant Number 72-10-S13072			
Performance Progress Report		4. EIN 660679060			
1. Recipient Name PUERTO RICO OFFICE FOR PUBLIC SAFETY AND SECURITY		6. Report Date (MM/DD/YYYY) April 29, 2016			
3. Street Address PO. BOX 194140		7. Reporting Period End Date: March 31, 2016			
5. City, State, Zip Code SAN JUAN, PR 00919-4140		8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9. Report Frequency X Quarterly		
10a. Project/Grant Period Start Date: 09/01/2013	10b. End Date: 02/28/2018				
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 Participants	61			
2	Phase II Broadband Meetings	0			
3	Staff / Contractor Hired	0			
4	Contract Executions	1			
5	Governance Meetings	1			
6	Education and Outreach Materials	200			
7	Sub recipient Agreements Executed	0			
8	Phase 2- Coverage	Stage 2			
9	Phase 2- Users and their operational areas	Stage 4			
10	Phase 2—Capacity Planning	Stage 2			
11	Phase 2-Current Providers/Procurement	Stage 1			
12	Phase 2- State Plan Decision	Stage 1			
11a. Describe your progress meeting each major activity/milestone approved in the Baseline Report for this project; any challenges or obstacles encountered and mitigation					
<p>January:</p> <ul style="list-style-type: none"> • Meetings with Mr. Felix Garcia and Lex Santos regarding the consultation package • Up-date meeting regarding the Consultation decision with Mr. Miguel Rios • Prepared the SLIGP Quarterly Reporting • Read information regarding the RFP process • Worked a power point presentation for the next Stakeholders meeting. 					

- Verified videos of the project in the FirstNet website.
- Meeting with Felix Garcia regarding the different projects awarded by NTIA for Broadband in Puerto Rico
- Meeting with Lex Santos regarding the Stakeholders meeting for February 12
- Lex Santos and Felix Garcia conducted a meeting regarding the communications towers of the TV and radio stations in PR
- Lex Santos and Netnia Carrasquillo verified the Website proposal services to sign the contract.
- Lex Santos and Felix Garcia verified the information that PR need to complete regarding the Data Collection phase.
- Read all the FirstNet weekly update

February

- Meeting with Hecmar Morales regarding the stakeholders meeting on February 12,2016
- Finished the Power Point presentation for the Stakeholders meeting
- Meeting with Netnia Carrasquillo regarding the Match expenses
- February 12, 2016 Stakeholders meeting in which Phase II of the Consultation Process was presented, 36 Stakeholders participated.
- Monthly conference call between PR SLIGP staff and Mrs. Yuki Miyamoto
- Communication via e-mail with Kyle Richardson regarding outreach materials in Spanish language
- Meeting with Mr. Miguel Rios regarding a transition
- Read all the FirstNet weekly update
- Meeting with the new SAA, Mr. Angel Crespo regarding the SLIGP project
- Mr. Lex Santos participated in the SPOC webinar on February 26,2016
- Coordinated the 2016 Public Safety Broadband Stakeholder Meeting (PSCR) with the Task Team.
- Follow up Mr. Felix Garcia regarding the Data Collection status.

March:

- March 4, 2016 Committee Task Team meeting to discuss the 16 objectives of the Request for Proposal for the construction of the NPSBN, 20 Stakeholders participated.
- Coordinated our participation in the Spring 2016, SPOC Meeting.
- Communication via e-mail with Amanda Pereira and Andrew, regarding the Environmental draft document
- Read all the FirstNet weekly update
- Read information regarding the Gigabit Island Plan (Puerto Rico Broadband Strategic)
- Meeting with Lex Santos up-date project status
- Coordinated with Hecmar Morales the next Stakeholder meeting for April 8,2016
- Conducted a meeting with Mr. Lex Santos and the Contractor of the website for the SLIGP project
- Revised the power point presentation for the next stakeholder meeting
- Meeting with Hecmar Morales regarding the outreach materials.
- Felix Garcia visited the West Region to explain the Data Collection template.
- Meeting with Joel Figueroa, Luis Velez from the PR Fire Department regarding the Data Collection template.

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.

We are not expecting any changes.

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.
 The Puerto RicoNet Facebook account had 150 people reached in February and 136 in March.
 The Twitter account its now 338 followers.
 On February 12,2016, we distributed 5 information flyers to 36 participants
 On March 4, we distributed 20 RFP information.

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.

A DropBox account was created to provide updated information to the Stakeholders including Governance Body and CTT presentations.

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.

We still need to hire the Program Manager for the project. The request was sent to Mr Angel Crespo the new SAA for approval.

12b. Staffing Table

Job Title	FTE %	Project(s) Assigned	Change
Project Manager	1	Implementation of the plan and assure that project milestones are achieved	Currently Vacant
Finance Director/Accountant	.20	Produce reporting of financial report and transactions including audit systems	
SWIC	.50	Implementation a statewide vision for interoperability	
SPOC	.03	Primary point of contact for NTIA and FirstNet	No longer charged to SLIGP
Grants Administrator	.30	Provide grant management support, managing the project's budget, and ensuring that the grant activities are completed on time.	

13. Subcontracts (Vendors and/or Sub recipients)

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
Lex Santos	Project Management/ Technical Advisor	Vendor	Interviews	Y	08/17/2015	12/31/2015	\$103,600.00	\$0.00	

Andrés F. Márquez	Data Collector	Vendor	Interviews	Y	08/17/2015	09/30/2015	\$4,800.00	\$0.00	
Frances T. Vázquez	Data Collector	Vendor	Interviews	Y	08/17/2015	09/30/2015	\$4,800.00	\$0.00	
TBD	Planning/Legal Consultant/Engineering Organization	Vendor	N	N	TBD	TBD	\$401,381.00	\$185,885.00	
TBD	Outreach and Educational Efforts	Vendor	N	N	TBD	TBD	\$224,837.00	\$40,567.00	
Cybertech Solutions	Outreach and Educational Efforts-Web Design	Vendor	Y	Y	02/01/2016	05/31/2017	\$44,662.00	\$8,058.00	
TBD	Legal Services	Vendor	N	N	TBD	TBD	\$12,000.00	\$0.00	
TBD	Grant Writing Services	Vendor	Y	Y	03/14/2013	06/30/2013	\$10,200.00	\$0.00	

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13b. Describe any challenges encountered with vendors and/or sub-recipients.

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	383,200.00	15,693.00	398,893.00	101,351.00	15,693.00	117,044.00
b. Personnel Fringe Benefits	79,061.00	2,957.00	82,018.00	15,064.00	2,957.00	18,021.00
c. Travel	102,784.00	0.00	102,784.00	49,645.00	0.00	49,645.00
d. Equipment	0.00	0.00	0.00	0.00	0.00	0.00
e. Materials/Supplies	14,608.00	2,000.00	16,608.00	5,551.00	0.00	5,551.00
f. Subcontracts Total	806,280.00	234,510.00	1,040,790.00	43,610.00	0.00	43,610.00
g. Other	46,691.00	103,000.00	149,691.00	9,511.00	1,917.00	11,428.00
h. Total Costs	1,432,624.00	358,160.00	1,790,784.00	224,732.00	20,567.00	245,299.00
i. % of Total	80%	20%	100%	91.62%	8.38%	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 Mrs. Sally Garrafa-Echevarria	16c. Telephone (area code, number, and extension) 787.763-3424
	16d. Email Address sgarrafa@oasp.pr.gov
16b. Signature of Authorized Certifying Official 	16e. Date Report Submitted (month, day, year) April 29, 2016 <i>Revised 5/23/16. JRE</i>

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