

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	46-10-S13046	
1. Recipient Name				South Dakota Bureau of Information and Telecommunications	4. EIN:	46-6000364
3. Street Address				700 Governor's Drive	6. Report Date (MM/DD/YYYY)	04/21/2016
5. City, State, Zip Code				Pierre, SD 57501	7. Reporting Period End Date: (MM/DD/YYYY)	03/31/2016
10a. Project/Grant Period				8. Final Report		9. Report Frequency
Start Date: (MM/DD/YYYY)		10b. End Date: (MM/DD/YYYY)		Yes <input type="checkbox"/>		Quarterly <input checked="" type="checkbox"/>
08/01/2013		01/31/2018		No <input checked="" type="checkbox"/>		
11. List the individual projects in your approved Project Plan						
	Project Type (Capacity Building, SCIP Update, Indicator Description)	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 Amount expended	
1	Stakeholder Meetings	292				
2	Broadband Conferences	1				
3	Staff Hires	0				
4	Contract Executions	0				
5	Governance Meetings	1				
6	Education and Outreach	1,195				
7	Subrecipient Agreement Executed	0				
8	Phase 2 - Coverage	Stage 6				
9	Phase 2 - Users and Their Operational Areas	Stage 6				
10	Phase 2 - Capacity Planning	Stage 6				
11	Phase 2 - Current Providers/Procurement	Stage 6				
12	Phase 2 - State Plan Decision	Stage 4				
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>Monitored the events and activities around the FirstNet release of the RFP. To keep our stakeholders informed we sent the FirstNet press release to our governance council members and other social media outlets. Attended SD NG911 GIS Workflow presentation and training. Presented FirstNet information to the SD Municipal League Police Chiefs Legislative Meeting. Keeping SD Public Safety - Office of Emergency Management informed and asking assistance with data collection with our phase 1 buildout counties. They helped get us on the agenda for a meeting with the South Dakota OEM Region 4 and SDEMA at Pennington County - in Rapid City with most of our phase 1 counties in attendance. Attended the FirstNet 2016 Consultation SPOC (Single Point of Contact) Kick-off Meeting. FirstNet came on-site to Sioux Falls at the Metro 911 Center. Discussed and started to sketch out a plan for outreach in 2016 including FirstNet meeting with various stakeholders in South Dakota. Reviewed the FirstNet Annual Report to Congress for Fiscal Year 2015. Watched FirstNet's Pre-proposal Conference to discuss the RFP. Watched FirstNet's four Board Committees and the full FirstNet Board open public teleconference and webinar. Our quarterly governance meeting was attended by FirstNet and they provided a presentation and answered questions of our governance council members. Attended the International Wireless Communications Expo conference. FirstNet had an entire track of sessions put on by states, consultants, as well as FirstNet personnel. Attended/Presented at Mission/Rosebud SD at the Tribal Utility Gathering meeting. Doug Harder and Carl Rebstock from FirstNet were also presenters.</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.						
None						

**11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.**  
 FirstNet is requesting more indepth outreach and meetings with many stakeholders (Executive level to the potential street level FirstNet user). We still feel that until there is something actionable for their needs we should be considerate of their time and limit unnecessary meetings.

**11d. Describe any success stories or best practices you have identified. Please be as specific as possible.**  
 Good opportunity to visit with the county Emergency Managers of our proposed phase 1 buildout counties. Good engagement and interest continues from our governance council.

**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.**

Our staffing is now at the level we expect for the balance of the project.

**12b. Staffing Table**

Job Title	FTE%	Project (s) Assigned	Change
Statewide Project Coordinator	20	Provide oversight of all SLIGP project activities	
Project Manager	100	Provide daily support for the SLIGP process	
Administrative Staffing Assistant	10	Provide administrative support for grant management	
Radio System Chief Engineer	5	Provide engineering expertise and staffing for project	
Engineering Assistant	0	Provide administrative support for grant management	
Program Manager	0	Provide administrative support for governance process	

**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
Web Development Contractor	Add Broadband information and associated SLIGP-related survey tools to governance website and the www.PSBN.sd.gov site.	Vendor	N	N	TBD	TBD	\$ 51,000	\$0
Regional Consultant	Align the SD plan with other states and look to utilize regional resources	Vendor	N	N	TBD	TBD	\$ 180,000	\$0
BIT Development and/or BIT Social Media/Information Officer	Help design materials (i.e. Infographics, brochures, etc.). May also utilize some of their time to review printed articles (newsletters, press releases, etc.)	Vendor	N	N	TBD	TBD	\$ 30,000	\$0
BIT GIS Expertise:	Their expertise will be needed to sort through the data provided by FirstNet for coverage baseline information to help determine phase plans for the state plan.	Vendor	N	N	TBD	TBD	\$ 30,000	\$0
State Plan Contractor	Help review and analyze the draft state plan for South Dakota once received from FirstNet. Help determine recommendations for opt-in/opt-out for Governor's office based on the final State plan from FirstNet	Vendor	N	N	TBD	TBD	\$ 140,000	\$0
Data Collection Contractor	Help coordinate Phase 2 data and assist us in coordinating a product to return to FirstNet. Cost estimate based on "Statements of Work" proposals from contractors	Vendor	N	N	TBD	TBD	\$ 120,000	\$0

Phase 2 Tools	Certain expertise may be needed for Phase 2. Specifically data collection may require special tools as those requirements are developed and changed to meet the needs of FirstNet.	Vendor	N	N	TBD	TBD	\$ 60,000	\$25,440
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13b. Describe any challenges encountered with vendors and/or subrecipients.

BIT work is charge and contractual with no formal contract.

<b>14. Budget Worksheet</b>						
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	\$336,788.00	\$110,777.00	\$447,565.00	\$123,723.97	\$44,326.12	\$168,050.09
b. Personnel Fringe Benefits	\$67,357.00	\$22,155.00	\$89,512.00	\$26,762.23	\$6,099.28	\$32,861.51
c. Travel	\$21,000.00	\$144,209.00	\$165,209.00	\$19,045.57	\$11,521.35	\$30,566.92
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$30,040.00	\$356.00	\$30,396.00	\$2,230.71	\$355.79	\$2,586.50
f. Subcontracts Total	\$611,000.00	\$25,440.00	\$636,440.00	\$1,236.00	\$0.00	\$1,236.00
g. Other	\$171,918.00	\$6,591.00	\$178,509.00	\$10,673.40	\$0.00	\$10,673.40
Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
h. Total Costs	\$1,238,103.00	\$309,528.00	\$1,547,631.00	\$183,671.88	\$62,302.54	\$245,974.42
i. % of Total	80%	20%	100%	75%	25%	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>		605-773-4347
Jeff Pierce, Program Administrator				<b>16d. Email Address:</b>		<a href="mailto:Jeff.Pierce@state.sd.us">Jeff.Pierce@state.sd.us</a>
<b>16b. Signature of Authorized Certifying Official:</b>				<b>Date:</b>		04/21/2016
						