

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	66-10-S13066
				4. EIN:	980018947
1. Recipient Name	Guam Homeland Security / Office of Civil Defense			6. Report Date (MM/DD/YYYY)	1/30/2017
3. Street Address	221B Chalan Palasyo			7. Reporting Period End Date: (MM/DD/YYYY)	12/31/2016
5. City, State, Zip Code	Agana Heights, Guam 96910			8. Final Report	9. Report Frequency
				Yes <input type="checkbox"/>	Quarterly <input checked="" type="checkbox"/>
				No <input checked="" type="checkbox"/>	
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	9/1/2013	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, Indicator Description)	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	25			
2	Individuals Sent to Broadband Conferences	4	Fall SPOC Meeting in Phoenix, Arizona and FirstNet Applications Workshop in College Station, TX		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	No hires during this quarter		
4	Contracts Executed	1	Hosting and Maintenance contract for www.GuamPSBN.org		
5	Governance Meetings	0			
6	Education and Outreach Materials Distributed	13	Fact sheets and website statistics		
7	Subrecipient Agreements Executed	0	None		
8	Phase 2 - Coverage	Stage 5 and 6	For each Phase 2 milestone category, please provide the status of the activity during the quarter: • Stage 1 - Process Development • Stage 2 - Data Collection in Progress • Stage 3 - Collection Complete; Analyzing/Aggregating Data • Stage 4 - Data Submitted to FirstNet • Stage 5 - Continued/Iterative Data Collection • Stage 6 - Submitted Iterative Data to FirstNet		
9	Phase 2 – Users and Their Operational Areas	Stage 5 and 6			
10	Phase 2 – Capacity Planning	Stage 4			
11	Phase 2 – Current Providers/Procurement	Stage 4			
12	Phase 2 – State Plan Decision	Stage 2			
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>Stakeholders engaged and education/outreach materials distributed were low this quarter due to the following factors: (1) requisitions for video production as well as printing purchase orders for printed outreach material were not issued and as a result, no new material was printed for distribution; and (2) the website, www.GuamPSBN.org, went off line as of October 1, 2016 due to lack of contract. New contract was not issued by local GSA and not awarded until December 2016. Governance meetings did not take place this quarter or were cancelled; Delegations were sent to (1) Fall SPOC Fest in Phoenix, Arizona and (2) FirstNet Applications Workshop in College Station, TX.</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.					
11d. Describe any success stories or best practices you have identified. Please be as specific as possible.					

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.

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
Program Coordinator III	100%	Manages SLIGP - financial, outreach/education activities; data collection and any related activities involving the SLIGP and Nationwide Public Safety Broadband Network	

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
Guam Webz	Hosting and Maintenance of GuamPSBN.org	Vendor	Y	Y	12/20/2016	3/31/2018	\$13,520.00	\$0.00
Westin Resort Guam	Meeting room space for Initial Consultation Mtg	Vendor	Y	Y	10/14/2015	9/30/2016	\$3,000.00	\$0.00
Sheraton Laguna Resort	Meeting room space	Vendor	Y	Y	10/14/2015	9/30/2016	\$3,000.00	\$0.00
Pacific Star Hotel	Meeting room space	Vendor	Y	Y	10/14/2015	9/30/2016	\$3,000.00	\$0.00
Copy Express	Printing/Copy Services	Vendor	Y	Y	10/14/2015	9/30/2016	\$400.00	\$0.00
Fast Copy	Printing/Copy Services	Vendor	Y	Y	10/14/2015	9/30/2016	\$400.00	\$0.00
Victoria Printing	Printing/Copying/Banner Production	Vendor	Y	Y	10/14/2015	9/30/2016	\$400.00	\$0.00
Guam Webz	Website Developer	Vendor	Y	Y	8/20/2015	12/31/2015	\$1,848.00	\$0.00
Victoria Printing	Graphic Design Services	Vendor	Y	Y	5/1/2015	9/30/2015	\$500.00	\$0.00
American Printing	Printing/Production services	Vendor	Y	Y	5/1/2105	9/30/2015	\$500.00	\$0.00
Copy Express	Printing/Copying/Banner Production	Vendor	Y	Y	5/1/2015	9/30/2015	\$500.00	\$0.00
Sorensen Media Group	Video Production Services	Vendor	Y	Y	9/21/2015	12/31/2015	\$5,000.00	\$0.00

13b. Describe any challenges encountered with vendors and/or subrecipients.

Contract for hosting and maintenance of www.GuamPSBN.org website was not issued until late December 2016. Video production services for new informational videos and printing material purchase orders/contracts were not issued as of December 31, 2016.

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.

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	\$166,200.20	\$0.00	\$166,200.20	\$95,708.72		\$95,708.72
b. Personnel Fringe Benefits	\$78,822.71	\$0.00	\$78,822.71	\$30,555.25		\$30,555.25
c. Travel	\$83,360.00	\$0.00	\$83,360.00	\$42,734.68		\$42,734.68
d. Equipment	\$0.00	\$0.00	\$0.00			\$0.00
e. Materials/Supplies	\$25,800.00	\$0.00	\$25,800.00	\$9,986.43		\$9,986.43
f. Subcontracts Total	\$148,397.35	\$0.00	\$148,397.35	\$13,834.39		\$13,834.39
g. Other	\$10,000.00	\$0.00	\$10,000.00	\$0.00		\$0.00
h. Indirect	\$16,719.74	\$0.00	\$16,719.74	\$9,634.33		\$9,634.33
i. Total Costs	\$529,300.00	\$0.00	\$529,300.00	\$202,453.80	\$0.00	\$202,453.80
j. % of Total	100%	0%	100%	100%	0%	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:

Brant McCreadie, Guam Homeland Security Advisor

16b. Signature of Authorized Certifying Official:

16c. Telephone (area code, number, and extension)

671-478-0282

16d. Email Address:

leigh.pereda@ghs.guam.gov

Date:

1/30/2017

[Handwritten signature]
01/30/17