

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) November 21, 2013			
3. Street Address PO. BOX 194140		7. Reporting Period End Date: December 31, 2013			
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 <input checked="" type="checkbox"/> Quarterly	
10a. Project/Grant Period Start Date: (09/01/2013)	10b. End Date: (08/31/2016)				
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 Conference	0			
3	Staff Hires	1.5			
4	Contract Executions	0			
5	Governance Meetings	3			
6	Education and Outreach Materials	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.					
<p>Milestone activities: We did not held any stakeholder meetings and Education and Outreach this quarter because we are not clear from the information that FirstNet want us to share with Stakeholders regarding the project. I have attended several meetings regarding this issue and most of the states and territories have the same situation. For the next quarter if this entity finally emits more information regarding this project will resume these activities for the benefit of users and stakeholders. For next quarter we are planning to coordinate a Statewide Communication Interoperability Plan (SCIP) Revision Workshop and a Broadband Technical Assistance (TA) Service Offering, both conducted by representatives from the Department of Homeland Security Office of Emergency Communications (OEC). The SCIP continues to be a critical strategic planning tool to help Puerto Rico prioritize resources, establish or strengthen governance and address interoperability gaps. Following the SCIP Revision Workshop, a Broadband TA Service Offering will also be provided to discuss new developments in establishing the Nationwide Public Safety Broadband Network (NPSBN) and its governance body FirstNet. Both of these workshops are designed to enhance and increase collaboration, coordination and understanding of advancing interoperable and emergency communications throughout Puerto Rico.</p> <p>We finished the RFP for the consulting firm that will provide support to the program manager for the project and establish an effective working plan but we will submit this report to</p>					

NTIA for review, recommendation, requirements and procurement rules before submitting it to potential companies. We also held three (3) group meeting in which we discussed creating working groups within the committee among other issues of great relevance to the project. The executive order that creates the Puerto Rico Public safety Broadband Network Committee was submitted and is being reviewed by the legal division of the Governor to be signed as soon as possible so it must be signed for next quarter.

Other activities: Our office will begin a process to coordinate meetings with various agencies that have the inventory of communications towers state owned in order to develop a template with this information.

**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.**

Most of our work this quarter focused on submit the executive order to create the subcommittee of Broadband, choose who would be the members of the subcommittee, make final corrections to the RFP to submit to the evaluation of NTIA and coordinate the Technical Assistance for Broadband and SCIP revision workshop.

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

We hire a Project Manager to lead the day-to-day implementation of the plan and assure that project milestones are achieved. He will work with the designated State level executive to make sure that the Commonwealth of Puerto Rico has full information and understanding of the material representations included as part of the relation with FirstNet. Also a Financial Coordinator to assist the Project Manager to produce reporting of financial transactions, reporting and accountancy matters, including audit systems. Will assist in the preparation of weekly and monthly updates and presentation of annual accounts with recommendations, as well as the Financial Report.

**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 not fully staffed, but we hire two (2) staff members on Q2, as projected in our Baseline/Expenditure Plan. We don't anticipate any changes to the project's timeline.

**12b. Staffing Table**

Job Title	FTE %	Project(s) Assigned	Change
Project Manager	1	Implementation of the plan and assure that project milestones are achieved	
Financial Coordinator	.5	Produce reporting of financial report and transactions including audit systems	

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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
TBD	Planning/ Project Management/ Engineering Organization	Vendor	N	N	TBD	TBD	TBD	TBD	N/A
TBD	Legal assistance with MOUs	Vendor	N	N	TBD	TBD	TBD	TBD	N/A
TBD	Phase II Support	Vendor	N	N	TBD	TBD	TBD	TBD	N/A
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13b. Describe any challenges encountered with vendors and/or sub recipients.									
None at this time. We will start working on RFP development 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	201,600.00	117,600.00	319,200.00	13,150.00	0.00	13,150.00			
b. Personnel Fringe Benefits	50,400.00	29,400.00	79,800.00	1,582.00	0.00	1,582.15			
c. Travel	93,600.00	0.00	93,600.00	11,452.00	0.00	11,451.60			
d. Equipment	0.00	0.00	0.00	0.00	0.00	0.00			
e. Materials/Supplies	16,624.00	0.00	16,624.00	0.00	0.00	0.00			
f. Subcontracts Total	1,015,800.00	211,160.00	1,015,800.00	10,200.00	0.00	10,200.00			
g. Other	54,600.00	0.00	265,760.00	0.00	0.00	0.00			
h. Total Costs	1,432,624.00	358,160.00	1,790,784.00	36,384.00	0.00	36,383.75			
i. % of Total	80%	20%	100%	100%	0%	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>  Oscar Rodriguez-Delgado  <i>Corrected by: Samuel Salazar Soto [Signature] April, 23, 2014</i>	<b>16c. Telephone (area code, number, and extension)</b>  787-216-4988
	<b>16d. Email Address</b>  orodriguez@oasp.pr.gov
<b>16b. Signature of Authorized Certifying Official</b>	<b>16e. Date Report Submitted (month, day, year)</b>  January, 22 <sup>nd</sup> , 2014

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 10 hours per response for the application process, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Michael Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.