U.S. DEPARTMENT OF COMMERCE	2. Award Or Grant Number
	49-50-M09054

U.S. DEPARTMENT OF COMMERCE

Performance Progress Report

2. Award Or Grant Number

49-50-M09054

4. Report Date (MM/DD/YYYY)

04-18-2011

1. Recipient Name

Utah Public Service Commission

6. Designated Entity On Behalf Of:

State of Utah

3. Street Address

Heber Wells Building, Fourth Floor, 160 East 300 South,

5. City, State, Zip Code

Salt Lake City, UT 84111-2305

8. Final Report?
- ◯ Yes
- ⦿ No

9. Report Frequency
- ⦿ Quarterly
- ◯ Semi Annual
- ◯ Annual
- ◯ Final

7. Project / Grant Period
Start Date: (MM/DD/YYYY)

01-01-2010

7a.
End Date: (MM/DD/YYYY)

12-31-2014

7b.
Reporting Period End Date:

03-31-2011

9a. If Other, please describe:

N/A

10. Broadband Mapping   10a. Provider Table

Number of Providers Identified	Number of Providers Contacted	Number of Agreements Reached for Data Sharing	Number of Partial Data Sets Received	Number of Complete Data Sets	Number of Data Sets Verified
0	0	0	0	0	0

10b. Are you submitting the required PROVIDER DATA by using the Excel spreadsheet provided by the SBDD grants office? ◯ Yes ⦿ No

10c. Have you encountered challenges with any providers that indicate they may refuse to participate in this project? ◯ Yes ⦿ No

10d. If so, describe the discussions to date with each of these providers and the current status

No current provider challenges. One provider, Clearwire is providing SBDD compliant data without a formal NDA (this presents no challenges).

10e. If you are collecting data through other means (e.g. data extraction, extrapolation, etc), please describe your progress to date and the relevant activities to be undertaken in the future

Working directly with the broadband providers, all provider service data have been collected in time for the April 1, 2011 filing to NTIA. Broadband Provider data were submitted in many forms and, as a result, the Utah Project Team performed a wide range of data conversion and analysis activities (for example, generating wireless service areas from tower locations) to transform provider-shared data into the FCC NBMDTM format.

10f. Please describe the verification activities you plan to implement

**Provider Portal: Plan to continue with provider feedback packages, but the Project Team will also make these information packets downloadable by the providers through the provider portal. This will enable providers to download data in the format and coordinate system of their choice. Partially implemented. Target completion date: August 1, 2011.

**Speed Test Data: Plan to deploy an interactive map of speed test data aggregated to census block or block group level. Plan to continue to map speed test information to providers with IP lookup to look for speed and coverage omission issues that can be raised with providers. Target completion date: August 1, 2011.

**Drive Testing: IRC, the Project mapping vendor, released a Request for Proposal for drive testing of mobile wireless broadband availability and speeds to be conducted during the summer of 2011. The project is modeled on the results of earlier, similar efforts conducted by Vermont. Target completion date: October 15, 2011.

**Web site review: Project staff will periodically review provider web sites to monitor reported maximum advertised speeds to ensure validity of submissions, and encourage providers to update data for areas where available speeds are increasing. Limited spot location checking will be performed for providers whose reported speed varies geographically. Target completion date: August 1, 2011.

10g. Have you initiated verification activities? ⦿ Yes ◯ No

10h. If yes, please describe the status of your activities

**Data review meetings: Approximately 25 interactive data review sessions have been held with providers via virtual meetings. During these meeting the provider boundaries and associated speeds are examined an fine scales together with the provider. The purpose of these meetings is to identify and document additions, subtractions, speed, and core technology changes to be made to map data. In addition, questions regarding any data anomalies (due to territory boundary conflicts, edge effects, technology-speed discrepancies, and other spatial logic issues) are raised by project staff for provider comment. The goal is to ensure that each provider's service area is accurately depicted by the map data. - In process to be repeated prior to Fall 2011 data submission.

10i. If verification activities have not been initiated please provide a projected time line for beginning and completing such activities

Verification activities are described in 10f - 10h. Additional verification activities will be considered as best practices are identified by the Project Team and NTIA.

Staffing

10j. How many jobs have been created or retained as a result of this project?

4.84 jobs for Q1 2011. Jobs created include hours worked on the Project as follows: 1) IRC Engagement Manager: primary project contact and responsible for program and project management; 2) IRC Project Coordinator/Administrator: assists Engagement Manager in creating weekly and monthly status reports, responsible for time and expense tracking and project coordination duties; 3) IRC Subject Matter Expert (SME)/Assistant Engagement Manager: domain expert in telecommunications and responsible for managing various team member activities and deliverable creation; 4) IRC SME/Nondisclosure Agreement (NDA) & Process: assists the team and the state in the creation and approval of NDAs and other legal issues as needed; 5) IRC SME/Computer Consultant: responsible for Data Verification and web admin; 6) IRC Project Secretary; and 7) Vendor Website developer: responsible for development of the State of Utah's Broadband website. Jobs descriptions 1-7 were responsible for 223 hours worked/0.43 FTE for Q1. One full time job has been created at the Utah Governor's Office of Economic Development to conduct broadband outreach and planning activities. This job is responsible for 520 hours/1.0 FTE for Q1. Jobs created/retained by the State include hours worked on the Broadband Project by those employees at the Automated Geographic Reference Center (AGRC) responsible for broadband mapping project management, coordination with other state agencies and vendors, overseeing the development of a geodatabase to manage and store submissions from broadband providers, data coordination, data validation, project support, and web application development. The jobs at the AGRC are responsible for 1653 hours worked/3.18 FTE for Q1. In addition researchers at the Utah State University Economics and Political Science Departments are working on the determinants of broadband demand study are responsible for 117 hours worked/0.23 FTE for Q1.

10k. Is the project currently fully staffed? ○ Yes ● No

10l. If no, please explain how any lack of staffing may impact the project's time line and when the project will be fully staffed

The project is not yet fully staffed as the incremental employee at the Governor's Office of Economic Development (GOED) approved in Utah's SBDD Supplemental Award has not yet been hired at the end of Q1 2011 (note: employee has since been hired with an expected start date in early May 2011). In addition, a contractor to field the Project's Broadband Determinants of Demand Survey has not yet been hired due to a longer than anticipated time for survey development and completion of the procurement process. These delays should not result in a material impact to the Project's time line.

10m. When fully staffed, how many full-time equivalent (FTE) jobs do you expect to create or retain as a result of this project?

Based upon current estimates, the Project expects to create or retain a maximum of 6 FTE jobs. This number will vary from quarter to quarter based upon future activities and associated work loads.

10n. Staffing Table

Job Title	FTE %	Date of Hire
IRC Subject Matter Expert/Engagement Manager	10	03/01/2010
IRC Project Coordinator	4	03/01/2010
IRC Subject Matter Expert/Assistant Engagement Manager	4	03/01/2010
IRC Subject Matter Expert/NDA and Process	2	03/01/2010
IRC Subject Matter Expert/Computer Consultant	3	03/01/2010
IRC Project Secretary	2	03/01/2010
Utah Interactive Web Developer	18	10/01/2010
GOED Broadband Mapping/Planning Project Manager	100	04/26/2010
AGRC Director	5	01/01/2010
AGRC Project Manager	43	01/01/2010
AGRC Data Manager	93	01/01/2010
Data Coordinator	82	01/01/2010
Data Coordinator	46	01/01/2010

Data Coordinator		3	01/01/2010
Data Coordinator		3	01/01/2010
AGRC Web Application Developer		0	01/01/2010
AGRC Web Application Developer		23	10/04/2010
AGRC Web Application Developer		20	01/17/2011
Utah State University Project Manager		6	01/24/2011
Utah State University Project Staff		17	01/24/2011

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Sub Contracts

10o. Subcontracts Table

Name of Subcontractor	Purpose of Subcontract	RFP Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Federal Funds	In-Kind Funds
International Research Center LLC (Subcontract #1)	Broadband mapping provider outreach, data collection and data verification activities	Y	Y	02/11/2010	10/11/2014	620,000	0
Utah Interactive (Subcontract #2)	Broadband project web page development and application integration in the Utah State web site	Y	Y	08/16/2010	12/31/2011	30,000	0
FME/Safe Software Inc. (Subcontract #3)	Data management portal software	Y	Y	01/31/2011	01/31/2016	65,000	0
Utah State University (Subcontract #10)	Determinants of Broadband Demand Study	Y	Y	01/24/2011	12/31/2014	92,088	0

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Funding

10p. How much Federal funding has been expended as of the end of the last quarter? $831,357   10q. How much Remains? $4,364,668

10r. How much matching funds have been expended as of the end of last quarter? $497,992   10s. How much Remains? $801,015

10t. Budget Worksheet

Mapping Budget Element	Federal Funds Granted	Proposed In-Kind	Total Budget	Federal Funds Expended	Matching Funds Expended	Total Funds Expended
Personal Salaries	$2,149,254	$119,895	$2,269,149	$432,036	$49,177	$481,213
Personnel Fringe Benefits	$223,800	$6,720	$230,520	$0	$0	$0
Travel	$138,131	$0	$138,131	$1,821	$0	$1,821
Equipment	$2,000	$0	$2,000	$0	$0	$0
Materials / Supplies	$78,625	$0	$78,625	$2,130	$0	$2,130
Subcontracts Total	$2,401,625	$0	$2,401,625	$393,975	$0	$393,975
Subcontract #1	$620,000	$0	$620,000	$377,512	$0	$377,512
Subcontract #2	$40,000	$0	$40,000	$16,463	$0	$16,463
Subcontract #3	$230,000	$0	$230,000	$0	$0	$0
Subcontract #4	$200,000	$0	$200,000	$0	$0	$0
Subcontract #5	$1,311,625	$0	$1,311,625	$0	$0	$0

Mapping Budget Element	Federal Funds Granted	Proposed In-Kind	Total Budget	Federal Funds Expended	Matching Funds Expended	Total Funds Expended
Construction	$0	$0	$0	$0	$0	$0
Other	$202,590	$1,172,392	$1,374,982	$1,395	$448,815	$450,210
Total Direct Costs	$5,196,025	$1,299,007	$6,495,032	$831,357	$497,992	$1,329,349
Total Indirect Costs	$0	$0	$0	$0	$0	$0
Total Costs	$5,196,025	$1,299,007	$6,495,032	$831,357	$497,992	$1,329,349
% Of Total	80	20	100	63	37	100

Hardware / Software

10u. Has the project team purchased the software / hardware described in the application? ●Yes ○No

10v. If yes, please list

**FME /Safe Software (web portal software): $65,000 initial cost. The contract for this software includes an option to renew for four additional years at a cost of $52,000.
**Zoho Meeting (virtual online meeting software): $576 for a two-year service ($24 per month renewable subscription).

Note: Both of the above were purchased in Q1 2011. The FME/Safe Software was mentioned in the Q4 2010 report but the purchase was not completed until Q1 2011.

10w. Please note any software / hardware that has yet to be purchased and explain why it has not been purchased

N/A

10x. Has the project team purchased or used any data sets? ●Yes ○No

10y. If yes, please list

No data sets have been purchased this quarter; however, American Roamer and Cable Service Area Boundaries were previously purchased.

10z. Are there any additional project milestones or information that has not been included? ●Yes ○No

10aa. If yes, please list

With regard to the addressing project, Project team members have met with several counties to establish state-local partnerships for address point development. In addition, the project has commenced street center-line identification for addressing.

10bb. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing

N/A

10cc. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project

On February 24, 2011, NTIA provided SBDD awardees a document addressing audit guidance designating the SBDD Program as a Major Program for Single Audit purposes. In response to a conversation with the Utah State Auditors Office, the Project Team has contacted NTIA with a request for clarification of this designation and is awaiting a response.

11. Broadband Planning

11a. Please describe progress made against all goals, objectives, and milestones detailed in the approved Project Plan. Be sure to include a description of each major activity / milestone that you plan to complete and your current status

**Hire New GOED Employee: Post, review, and interview candidates for position; hire candidate and train for work on project—Due March 31, 2011—Partially complete. Q1 efforts were focused on recruiting and identifying roles/responsibilities for the new employee. Note: as of the date of this report a new employee has been selected and is scheduled to commence work in early May 2011.
**Finalize Phase 1 Determinants of Demand Survey: Survey design and review meetings; Material printed and prepared; Finalize design survey—Due March 31, 2011—Partially complete. The schedule for all milestones related to the first phase of the survey has

slipped. The primary reasons have been that the survey design phase took longer than anticipated and the selection process for the survey house also is taking longer than had been anticipated. In Q1 the Public Service Commission, GOED, and Utah State University (USU) Team Partners conducted several meetings to design and review the survey questions. The editing and feedback process on the survey took longer than originally anticipated; however, the process worked very well and the Project Team is quite satisfied with the form and quality of the survey. In addition, the standard USU procurement process to engage a survey house took longer than the Project staff had anticipated. As a result, the overall timeline for the survey has been pushed back. We expect the survey house selection process will be finished and the survey implemented in Q2 and have amended our milestones accordingly in the response to NTIA's questions on the Project's Supplemental Grant Award detailed project plans.

11b. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the project team is employing

See 11a. above for complete details on the Broadband Demand Survey challenges. The mitigation has been to accurately reflect the mandated procurement process time in the updated milestones and goals for the Broadband Demand Survey and Report. These modifications should not have a material affect on the Broadband Project.

11c. Does the Project Team anticipate any changes to the project plan for Broadband Planning?   ⦿ Yes   ◯ No

11d. If yes, please describe these anticipated changes. Please note that NTIA will need to approve changes to the Project Plan before they can be implemented

The Project Team's April 18, 2011, response to questions from NTIA on the Supplemental Award detailed project plans included revisions to the milestones associated with hiring a new employee and the finalization of the Phase I Determinants of Broadband Demand Survey. These modifications should not have a material affect on planning activities.

Funding

11e. How much Federal funding has been expended as of the end of the last quarter? $0   11f. How much Remains? $0

11g. How much matching funds have been expended as of the end of last quarter? $0   11h. How much Remains? $0

11i. Planning Worksheet						
Personal Salaries	$0	$0	$0	$0	$0	$0
Personnel Fringe Benefits	$0	$0	$0	$0	$0	$0
Travel	$0	$0	$0	$0	$0	$0
Equipment	$0	$0	$0	$0	$0	$0
Materials / Supplies	$0	$0	$0	$0	$0	$0
Subcontracts Total	$0	$0	$0	$0	$0	$0
Subcontract #1	$0	$0	$0	$0	$0	$0
Subcontract #2	$0	$0	$0	$0	$0	$0
Subcontract #3	$0	$0	$0	$0	$0	$0
Subcontract #4	$0	$0	$0	$0	$0	$0
Subcontract #5	$0	$0	$0	$0	$0	$0
Construction	$0	$0	$0	$0	$0	$0
Other	$0	$0	$0	$0	$0	$0
Total Direct Costs	$0	$0	$0	$0	$0	$0
Total Indirect Costs	$0	$0	$0	$0	$0	$0
Total Costs	$0	$0	$0	$0	$0	$0
% Of Total	0	0	0	0	0	0

Additional Planning Information

11j. Are there any additional project milestones or information that has not been included?

**In an effort to expand broadband capacity building and leadership at the state, regional and local levels, and to conduct outreach activities, the GOED Project Manager has traveled extensively to meet with, and also present to, entities interested in supporting and participating in broadband planning. Those presentations and meetings included: Utah Tribal Leaders Meeting, Utah Rural Telecom Association, Governor's Economic Summit, National States Geographic Information Counsel, Utah Congressional Delegation in Washington, DC, Rural Legislative Day, Utah Dept. of Transportation and the Governor's Rural Partnership Board.

11k. Please describe any challenge or obstacle that you have encountered and detail the mitigation strategies the Project Team is employing

One challenge in building capacity around broadband planning at the state level is coordination and communications/public awareness. The Project Team plans to mitigate this challenge through the (already planned and approved) establishment of a state broadband task force, as well as regional planning groups.

11l. Please provide any other information that you think would be useful to NTIA as it assesses your Broadband Mapping Project

Stakeholder outreach activities and the development/publishing of the Utah and National broadband maps were prerequisites to initializing the state broadband task force and commencing development of the state broadband plan. Now that these activities, in addition to hiring a new employee, have been completed or are well underway, planning activities will focus on the development of the State Broadband Plan.

12. 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 set forth in the award documents.	
12a. Typed or Printed Name and Title of Authorized Certifying Official Julie Orchard Utah Public Service Commission	12c. Telephone (area code, number, and extension) 801-530-6713
	12d. Email Address jorchard@utah.gov
12b. Signature of Authorized Certifying Official Submitted Electronically	12e. Date Report Submitted (Month, Day, Year) 06-23-2011