QUARTERLY PERFORMANCE PROGRESS REPORT FOR BROADBAND INFRASTRUCTURE PROJECTS

General Information

1. Federal Agency and Organizational Element to Which Report is Submitted Department of Commerce, National Telecommunications and Information Administration	**2. Award Identification Number** NT10BIX5570109	**3. DUNS Number** 003265407

4. Recipient Organization

Carver, County of 604 E 4th St, Chaska, MN 55318-2102

5. Current Reporting Period End Date (MM/DD/YYYY) 03-31-2011	**6. Is this the last Report of the Award Period?** ◯ Yes ◉ No

7. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purposes set forth in the award documents.

7a. Typed or Printed Name and Title of Certifying Official Mary Kaye Schiller	**7c. Telephone (area code, number and extension)** X
	7d. Email Address mschiller@co.carver.mn.us
7b. Signature of Certifying Official Submitted Electronically	**7e. Date Report Submitted (MM/DD/YYYY):** 05-12-2011

Project Indicators (This Quarter)

1. Please describe significant project accomplishments completed during this quarter (600 words or less).

The primary efforts of the Carver County Open Fiber Initiative (CCOFI) project team were the work on our environmental assessment (EA) and construction bid for the project. In January the project team met the required deadline and submitted the first draft of our EA. At the end of February the County received a positive response regarding our submission, noting that only minor edits or additions were needed. The project team reviewed the response and began gathering additional information and making the needed corrections.   Also in February the County received notice of the requirement to complete additional Tribal Consultations not originally requested in November, with one of the Tribes requiring the completion of an ethnographic report of the affected project area. The County began efforts to communicate with the additional Tribes and to create the ethnographic report. In parallel the County also worked on tightening the fiber route to reduce the amount of swag and continued our efforts on permitting for railway crossings and the required permits and contracts associated with the three fiber hut locations. The other primary effort during this quarter was the creation and issuing of the construction bid for the project, which is approximately 75% of the project budget. On February 17th the County issued the construction bid and held a vendor conference on February 25th with a repeat on March 9th followed by site visits to all base ring hub sites. Other project team efforts were the creation of a community outreach packet. This packet was created as a tool for anchor institutions to utilize for basic project information and as a marketing tool for real world benefits that the fiber project will bring to their communities. In February the County brought together the first meeting of the Broadband Initiatives Taskforce (BIT), which is a taskforce created to act as an information source regarding the CCOFI project as well as a sounding board for discussing ideas, opportunities or difficulties that arise during the project. The County continued evolving and improving our reporting procedures and began the process of preparing to change our Authorized Organization Representative (AOR) as we have a role change in the project team for that position. During this quarter the project team began working proactively to prepare our systems for the mapping and inventory requirements of our project and began working on a contract for service with ESRI regarding their free GIS fiber module the County looks to utilize to maintain fiber information. The project team worked with County and non County base ring hub sites to establish appropriate data closets. This has been a challenge for some of the smaller entities that do not currently have a technology or data closet area or one large enough to accommodate the new data rack.

2. Please provide the percent complete for the following key milestones in your project. Write "0" in the Percent Complete column and "N/A" in the Narrative column if your project does not include this activity. If you provided additional milestones in your baseline plan, please insert them at the bottom of the table. Unless otherwise indicated in the instructions, figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative description if the percent complete is different from the target provided in your baseline plan (300 words or less).

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or subsequent written updates provided to your program officer)
2a.	Overall Project	0	Our overall project expenditures for this quarter were less than 1%, which is less than our originally budgeted 3%. This lower amount of expenditure was created by the need to complete an ethnographic report, which has not allowed for our EA to finalized. Once our EA is complete, the EA work expense from our EA vendor will be final billed and thus, expensed in that quarter. Also, due to the EA not being completed, the additional expenditures for engineering dollars were not yet realized, but with the completion of the EA, they will be realized in that quarter.
2b.	Environmental Assessment	75	With the additional tribal consultations added in February, which included the requirement for an ethnographic report of the area of potential effect, we have not submitted our 2nd draft EA for review. The extra time needed to complete the EA will be made up during the construction phase of our project, by working with our vendor to employ multiple crews to complete the project within budget and schedule.
2c.	Network Design	50	N/A
2d.	Rights of Way	90	All rights of way have been established for the project route but with the open tribal consultations the County does not consider rights of way complete until we have a FONSI.
2e.	Construction Permits and Other Approvals	50	N/A
2f.	Site Preparation	0	N/A
2g.	Equipment Procurement	0	N/A
2h.	Network Build (all components - owned, leased, IRU, etc)	0	N/A
2i.	Equipment Deployment	0	N/A

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or subsequent written updates provided to your program officer)
2j.	Network Testing	0	N/A
2k.	Other (please specify): N/A	0	N/A

3. To the extent not covered above, please describe any challenges or issues faced during this past quarter in achieving planned progress against the project milestones listed above. In particular, please identify any areas or issues where technical assistance from the BTOP program may be useful (600 words or less).

N/A

4. Please report the following information regarding network build progress. Write "0" in the Total column and "N/A" in the Narrative column if your project does not include this activity. Unless otherwise indicated in the instructions, figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative description if the total is different from the target provided in your baseline plan (600 words or less).

Indicator	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
New network miles deployed	0	N/A
New network miles leased	0	N/A
Existing network miles upgraded	0	N/A
Existing network miles leased	0	N/A
Number of miles of new fiber (aerial or underground)	0	N/A
Number of new wireless links	0	N/A
Number of new towers	0	N/A
Number of new and/or upgraded interconnection points	0	N/A

For questions 5 and 6 please include information relating to agreements that you are negotiating or have entered into, or that your sub recipient, contractor or subcontractor is negotiating or entered into.

5a. If applicable, please provide the following information with regard to agreements with broadband wholesalers and/or last mile providers as a result of your project.

Indicators	
Number of signed agreements with broadband wholesalers or last mile providers	0
Number of agreements currently being negotiated with broadband wholesalers or last mile providers	0
Average term of signed agreements (in quarters)	0

5b. Please list the names of the wholesale and last mile providers with whom you have signed agreements (100 words or less). Providers:

N/A

5c. What wholesale services are being provided by this project? Please describe below. As an attachment to this report, please provide pricing plans (in $ per month) associated with each wholesale service provided by your product (100 words or less). Wholesale services description:

N/A

5d. If you have designated a third party to operate all or a portion of your network, please provide the name and contact information for this third party, indicate if this entity is a sub recipient, contractor, and/or subcontractor, and describe with specificity the portion of your network this this third party operates (600 words or less).
N/A

6. Please provide the data according to the type of subscriber. Write "0" in the Total column and "N/A" in the Narrative column if your project does not pass or serve a particular subscriber type. Unless otherwise indicated in the instructions, figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative description if the total is different from the target provided in your baseline plan (300 words or less).

Subscriber Type	Access Type	Total	Narrative (describe your reasons for any variance from the baseline plan or any other relevant information)
Broadband Wholesalers or Last Mile Providers	Providers with signed agreements receiving new access	0	We anticipated having one signed agreement during this quarter but contract negotiations were still underway. We anticipate having this provider signed by 3rd quarter 2011.
	Providers with signed agreements receiving improved access	0	N/A
	Providers with signed agreements receiving access to dark fiber	0	N/A
	Please identify the speed tiers that are available and the number of subscribers for each	0	N/A
Community Anchor Institutions (including Government institutions)	Total subscribers served	0	N/A
	Subscribers receiving new access	0	N/A
	Subscribers receiving improved access	0	N/A
	Please identify the speed tiers that are available and the number or subscribers for each	0	N/A
Residential / Households	Entities passed	0	N/A
	Total subscribers served	0	N/A
	Subscribers receiving new access	0	N/A
	Subscribers receiving improved access	0	N/A
	Please identify the speed tiers that are available and the number of subscribers for each	0	N/A
Businesses	Entities passed	0	N/A
	Total subscribers served	0	N/A
	Subscribers receiving new access	0	N/A
	Subscribers receiving improved access	0	N/A
	Please identify the speed tiers that are available and the number of subscribers for each	0	N/A

7. Please describe any special offerings you may provide (600 words or less).
N/A

8a. Have your network management practices changed over the last quarter? ◯ Yes ⦿ **No**

8b. If so, please describe the changes (300 words or less).
N/A

9. Community Anchor Institutions:
Using the table below, please provide a list by service area of the community anchor institutions (including Government institutions) connected to your network as a result of BTOP funds. Figures should be reported for the most recent reporting quarter only (NOT cumulatively). Also indicate whether your organization is currently providing broadband service to the anchor institution. Finally, provide a short narrative description with examples of how institutions are using BTOP-funded infrastructure (300 words or less).

Institution Name	Service Area (town or county)	Type of Anchor Institution (as defined in your baseline)	Are you also the broadband service provider for this institution? (Yes / No)	Narrative description of how anchor institutions are using BTOP-funded infrastructure
N/A	**N/A**	**N/A**	**N/A**	**N/A**

Project Indicators (Next Quarter)

1. Please describe significant project accomplishments planned for completion during the next quarter (600 words or less).
The CCOFI project team anticipates the furthering or completion of the following components of the project in the 2nd quarter of 2011; complete the environmental assessment and receive either a conditional or full FONSI; complete contract negotiations with construction management vendor and finalize contract; award construction bid and begin base ring construction; begin gathering information for the drafting of the equipment bid.

2. Please provide the percent complete for the following key milestones in your project. Write "0" in the Planned Percent Complete column and "N/A" in the Narrative column if your project does not include this activity. If you provided additional milestones in your baseline plan, please insert them at the bottom of the table. Unless otherwise indicated in the instructions, figures should be reported cumulatively from award inception to the end of the next reporting quarter. Please provide a narrative description if the percent complete is different from the target provided in your baseline plan (300 words or less).

	Milestone	Planned Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2a.	Overall Project	8	N/A
2b.	Environmental Assessment	100	N/A
2c.	Network Design	100	N/A
2d.	Rights of Way	100	N/A
2e.	Construction Permits and Other Approvals	75	N/A
2f.	Site Preparation	0	N/A
2g.	Equipment Procurement	0	N/A
2h.	Network Build (all components - owned, leased, IRU, etc.)	4	N/A
2i.	Equipment Deployment	0	N/A
2j.	Network Testing	0	N/A
2k.	Other (please specify):		

3. Please describe any challenges or issues anticipated during the next quarter that may impact planned progress against the project milestones listed above. In particular, please identify any areas or issues where technical assistance from the BTOP program may be useful (600 words or less).
Due to the EA not being completed in this quarter, the additional expenditures for engineering dollars were not yet realized, but with the completion of the EA, they will be realized in that quarter.

Infrastructure Budget Execution Details

Activity Based Expenditures (Infrastructure)

1. Please provide details below on your total budget, cumulative actual expenditures (for the period ending the current quarter), and cumulative anticipated expenditures (for the period ending next quarter) for each line item, including detailed disbursements of both matching funds and federal funds from project inception through end of this quarter (actual) or next quarter (anticipated). Actual and anticipated figures should be reported cumulatively from award inception to the end of the applicable reporting quarter.

Cost Classification	Budget for Entire Project			Actuals from Project Inception through End of Current Reporting Period			Anticipated Actuals from Project Inception through End of Next Reporting Period		
	Total Cost (plan)	Matching Funds (plan)	Federal Funds (plan)	Total Cost	Matching Funds	Federal Funds	Total Costs	Matching Funds	Federal Funds
a. Administrative and legal expenses	$0	$0	$0	$0	$0	$0	$0	$0	$0
b. Land, structures, right-of-ways, appraisals, etc.	$191,807	$38,361	$153,446	$0	$0	$0	$0	$0	$0
c. Relocation expenses and payments	$0	$0	$0	$0	$0	$0	$0	$0	$0
d. Architectural and engineering fees	$966,760	$193,352	$773,408	$9,067	$1,814	$7,253	$180,000	$36,000	$144,000
e. Other architectural and engineering fees	$0	$0	$0	$0	$0	$0	$0	$0	$0
f. Project inspection fees	$373	$75	$300	$0	$0	$0	$0	$0	$0
g. Site work	$57,915	$11,583	$46,332	$0	$0	$0	$0	$0	$0
h. Demolition and removal	$0	$0	$0	$0	$0	$0	$0	$0	$0
i. Construction	$5,474,045	$1,094,809	$4,379,236	$0	$0	$0	$0	$0	$0
j. Equipment	$803,598	$160,720	$642,878	$0	$0	$0	$0	$0	$0
k. Miscellaneous	$0	$0	$0	$0	$0	$0	$0	$0	$0
l. SUBTOTAL (add a through k)	$7,494,498	$1,498,900	$5,995,600	$9,067	$1,814	$7,253	$180,000	$36,000	$144,000
m. Contingencies									
n. TOTALS (sum of l and m)	$7,494,498	$1,498,900	$5,995,600	$9,067	$1,814	$7,253	$180,000	$36,000	$144,000

2. Program Income: Please provide the program income you listed in your application budget and actuals to date through the end of the reporting period.

a. Application Budget Program Income: $0	b. Program Income to Date: $0