

<b>U.S. DEPARTMENT OF COMMERCE</b>  <b>Performance Progress Report</b>			<b>2. Award or Grant Number</b> 35-50-M09036		
<b>1. Recipient Name</b> State of New Mexico, Department of Information Technology			<b>4. Report Date (MM/DD/YYYY)</b> 07-21-2014		
<b>3. Street Address</b> 715 Alta Vista,					
<b>5. City, State, Zip Code</b> Santa Fe, NM 87505					
<b>7a. Project / Grant Period Start Date: (MM/DD/YYYY)</b> 01-01-2010	<b>7b. End Date: (MM/DD/YYYY)</b> 01-31-2015	<b>8. Designated Entity on Behalf of:</b> NTIA			
<b>9. List the individual projects in your approved project plan</b>					
	Project Type (Data Collection, Capacity Building, Technical Assistance, etc.)	Project Name (if different from Project Type)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Funding amount expended
1	Capacity Building	Capacity Building	607,219	438,366	72%
2	Data Collection	Data Collection	3,094,533	1,976,022	64%
3	Original Planning Grant	Original Planning Grant	500,000	350,033	70%
4	Technical Assistance	Technical Assistance	560,535	465,926	83%
5	N/A	N/A	0	0	
6	N/A	N/A	0	0	
			\$4,762,287	\$3,230,347	68%
<b>10. Personnel</b>  <b>10a. If the project is not fully staffed, describe how any lack of staffing may impact the project's timeline and when the project will be fully staffed.</b> To meet the functional administrative and financial requirements of grants awarded to the Department of Information Technology, four full-time-equivalent staff are needed to provide administrative office support and perform grant reporting. The positions include a Financial Coordinator - Advance; a Financial Coordinator - Operational; a Financial Specialist - Advanced; and an Administrative Services Coordinator - Operational. Thirty-three percent of these positions will be dedicated to work on this grant. The grant has sufficient budget within the personnel salaries and fringe benefits to fund the thirty-three percent of these positions and will not require a budget adjustment to the grant. The Department has hired the Administrative Services Coordinator, Financial Specialist, and Financial Coordinator-Operational. Interviews for the Financial Coordinator – Advanced will be conducted in Quarter 3 of 2014; which will make the grant fully staffed. Two new staffs began work in Quarter 2 of 2014 and the remaining two will begin in Quarter 3 of 2014.					

10b. Staffing Table									
Job Title				FTE %	Project(s) Assigned			Change	
DoIT / Grant Broadband Program Manager - Gar Clarke				13	Capacity Building			No Change	
DoIT / Grant Broadband Program Manager - Gar Clarke				65	Data Collection			No Change	
DoIT / Grant Broadband Program Manager - Gar Clarke				10	Original Planning Grant			No Change	
DoIT / Grant Broadband Program Manager - Gar Clarke				12	Technical Assistance			No Change	
DoIT / Grant Administrative Services Coordinator - Sherrie Catanach				4	Capacity Building			New to Project	
DoIT / Grant Administrative Services Coordinator - Sherrie Catanach				22	Data Collection			New to Project	
DoIT / Grant Administrative Services Coordinator - Sherrie Catanach				3	Original Planning Grant			New to Project	
DoIT / Grant Administrative Services Coordinator - Sherrie Catanach				4	Technical Assistance			New to Project	
DoIT / Grant Financial Specialist - Ramona Gonzales				4	Capacity Building			New to Project	
DoIT / Grant Financial Specialist - Ramona Gonzales				22	Data Collection			New to Project	
DoIT / Grant Financial Specialist - Ramona Gonzales				3	Original Planning Grant			New to Project	
DoIT / Grant Financial Specialist - Ramona Gonzales				4	Technical Assistance			New to Project	
		Add Row			Remove Row				
11. Subcontracts									
11a. Subcontracts Table - Include all subcontractors. The totals from this table equal the "Subcontracts Total" from the Program Budget Worksheet (Q. 12, Column 2, 3, and 4)									
Name	Subcontract Purpose	RFP Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated	Project and % Assigned (Example: Data Collection 75)	
University of New Mexico - Earth Data and Analysis Center	Capacity Building	No	Yes	05/14/2010	12/31/2014	261,875	0	Capacity Building	12
University of New Mexico - Earth Data and Analysis Center	Data Collection	No	Yes	05/14/2010	12/31/2014	1,707,510	0	Data Collection	80
University of New Mexico - Earth Data and Analysis Center	Technical Assistance	No	Yes	05/14/2010	12/31/2014	163,231	0	Technical Assistance	8
Design Nine, Inc.	Original Planning Gran	No	Yes	05/27/2010	12/31/2011	28,000	0	Original Planning Gra	100
University of New Mexico - Continuing Education	Original Planning Gran	No	Yes	05/14/2011	12/31/2011	324,934	0	Data Collection	87

University of New Mexico - Continuing Education	Original Planning Grant	No	Yes	05/14/2011	12/31/2011	49,975	0	Original Planning Grant	13
CIRRUS Consulting	Technical Assistance	No	Yes	12/31/2011	07/07/2012	42,500	0	Technical Assistance	100
CIRRUS Consulting	Original Planning Grant	No	Yes	10/05/2012	06/30/2013	49,445	0	Original Planning Grant	100
IGIS Technologies	Technical Assistance	No	Yes	12/20/2011	06/30/2012	77,840	0	Technical Assistance	100
Columbia Telecommunications Corporation (CTC)	Capacity Building	No	Yes	04/26/2012	12/30/2012	50,000	0	Capacity Building	100
Columbia Telecommunications Corporation (CTC)	Capacity Building	No	Yes	03/14/2015	12/15/2014	100,000	0	Capacity Building	40
Columbia Telecommunications Corporation (CTC)	Technical Assistance	No	Yes	03/14/2015	12/15/2014	150,000	0	Technical Assistance	60
New Mexico Telehealth Alliance	Original Planning Grant	No	Yes	03/07/2013	12/30/2013	47,000	0	Original Planning Grant	100
Employment and Economic Information Center of New Mexico	Original Planning Grant	No	Yes	03/07/2013	12/30/2013	47,000	0	Original Planning Grant	100
New Mexico Technet Inc.	Original Planning Grant	No	Yes	03/07/2013	12/30/2013	47,000	0	Original Planning Grant	100
New Mexico First	Capacity Building	No	Yes	03/15/2013	12/30/2013	49,500	0	Capacity Building	100
Environmental Systems Research Institute	Data Collection	No	Yes	06/30/2010	06/30/2010	26,685	0	Data Collection	100
Oberlander	Capacity Building	No	Yes	06/07/2012	06/30/2012	24,000	0	Capacity Building	100
Christino	Data Collection	No	No	01/01/2010	12/31/2014	36,830	0	Data Collection	100
CTC (Amendment)	Technical Assistance	No	Yes	01/01/2010	12/31/2014	100,000	0	Technical Assistance	100
CIRRUS	Original Planning Grant	No	No	01/01/2010	12/31/2014	59,500	0	Original Planning Grant	100
Contact One Inc.	Capacity Building	No	No	12/31/2010	12/31/2011	0	78,586	Capacity Building	13

Contact One Inc.	Data Collection	No	Yes	12/31/2010	12/31/2011	0	392,931	Data Collection	65
Contact One Inc.	Original Planning Gran	No	Yes	12/31/2010	12/31/2011	0	60,451	Original Planning Gra	10
Contact One Inc.	Technical Assistance	No	Yes	12/31/2010	12/31/2011	0	72,541	Technical Assistance	12
Intrado (Changed name from Contact One)	Capacity Building	No	Yes	12/31/2010	12/31/2011	0	72,567	Capacity Building	13
Intrado (Changed name from Contact One)	Data Collection	No	Yes	12/31/2010	12/31/2011	0	362,835	Data Collection	65
Intrado (Changed name from Contact One)	Original Planning Gran	No	Yes	12/31/2010	12/31/2011	0	55,821	Original Planning Gra	10
Intrado (Changed name from Contact One)	Technical Assistance	No	Yes	12/31/2010	12/31/2011	0	66,985	Technical Assistance	12
Design Nine, Inc.	Capacity Building	No	Yes	04/20/2009	09/30/2009	0	10,400	Capacity Building	13
Design Nine, Inc.	Data Collection	No	Yes	04/20/2009	09/30/2009	0	52,000	Data Collection	65
Design Nine, Inc.	Original Planning Gran	No	Yes	04/20/2009	09/30/2009	0	8,000	Original Planning Gra	10
Design Nine, Inc.	Technical Assistance	No	Yes	04/20/2009	09/30/2009	0	9,600	Technical Assistance	12
ESRI	Data Collection	No	No	01/01/2010	12/31/2014	24,000	0	Data Collection	100

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**11b. Describe any challenges encountered with vendors or subrecipients.**

The New Mexico three dimensional map purchased from Solid Terrain was expensed under contractual services in the previous quarter for the amount of \$10,918.11. This was not a contractual expense and should have been expensed in the materials/supplies. The entry was corrected this quarter with a journal entry removing the expense from the general ledger. Therefore the contractual amount reported on section 12 is less than the previous quarter. The expense for the map will be reported on the correct category next quarter.

12. Budget worksheet						
Columns 2, 3, and 4 will match your current project budget for your entire award, which is the SF-424A on file. Only list matching funds that the Department of Commerce has already approved.						
Project Budget Element	Federal Funds Awarded	Approved Matching Funds	Total Budget	Federal Funds Expended	Approved Matching Funds Expended	Total Funds Expended
Personnel Salaries	\$574,800	\$80,683	\$655,483	\$390,405	\$80,683	\$471,088
Personnel Fringe Benefits	\$269,430	\$9,144	\$278,574	\$131,391	\$9,144	\$140,535
Travel	\$85,200	\$0	\$85,200	\$25,790	\$0	\$25,790
Equipment	\$11,163	\$0	\$11,163	\$0	\$0	\$0
Materials / Supplies	\$283,519	\$0	\$283,519	\$203,316	\$0	\$203,316
Subcontracts Total	\$3,466,825	\$1,242,717	\$4,709,542	\$2,453,080	\$1,242,717	\$3,695,797
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$71,350	\$0	\$71,350	\$26,365	\$0	\$26,365
Total Direct Costs	\$4,762,287	\$1,332,544	\$6,094,831	\$3,230,347	\$1,332,544	\$4,562,891
Total Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs	\$4,762,287	\$1,332,544	\$6,094,831	\$3,230,347	\$1,332,544	\$4,562,891
% of Total	78	22	100	71	29	100

  

13. Hardware / Software
<p>13a. List any hardware/software purchased during this reporting period.</p> <p>The NMBBP purchased "Express Server" software that will assist in organizing and deploying the fast amount of imagery data that the Broadband Program has acquired. These data will be made available online and free of charge to any user who wishes to define an area, clip those selected data from statewide coverage, and compress the results for download.</p>
<p>13b. Please note any hardware/software that has yet to be purchased and explain why it has not been purchased.</p> <p>Computers to support the Financial and Administrator positions are being ordered and will be reported as next quarter purchases. In addition, due to the vast amount of data that has been amassed, "crawler" software solutions are being researched that will identify the various file types being used in this project, organize these data into a library architecture, and present these results in a form easy to understand, list, and download.</p>

  

14. SBI PPR Project Attachment (Skip question 14b if Data Collection is your only project).
<p>14a. Complete a SBI PPR Project Data Collection Attachment and attach it to the PPR.</p> <p>14b. Complete a SBI PPR Attachment for each additional funded project and attach it to the PPR.</p>

**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 set forth in the award documents.**

15a. Typed or Printed Name and Title of Authorized Certifying Official

Mary Anaya

15c. Telephone  
(area code, number, and extension)

505-476-1892

15d. Email Address

Mary.Anaya@state.nm.us

15b. Signature of Authorized Certifying Official

Submitted Electronically

15e. Date Report Submitted  
(MM/DD/YYYY)

09-16-2014