



FIRST PERFORMANCE PROGRESS REPORT First Quarter 2010

1. Recipient Organization (<i>Name and complete address including zip code</i>) Los Angeles Public Library (LA-CAN)	2. Award Identification Number 06-42-B10009
3. Performance Narrative (Q1) <i>Please describe your project activities and progress for the first quarter of 2010. This should include a description of federal expenditures to date, key milestones, the primary activities needed to accomplish those milestones, significant project accomplishments, and any delays or challenges. Please use the milestone categories provided in your baseline report (e.g., equipment purchases, outreach activities, training programs) to help structure your answer. (500 words or less)</i> <p>The City of Los Angeles has accepted the grant award and is working to meet the administrative requirements and Special Award Conditions so that funds can be withdrawn. Special Award Condition #21 was removed. \$0 of federal funds were expended in this quarter.</p> <p>The award was publicized by the Mayor's Office through a press release. Information Technology Agency General Manager, Randi Levin participated in several local, state and federal conference calls to discuss the grant award and the PCC improvements that will be made through the grant award.</p> <p>The LA-CAN project implementation team was identified. An initial kick-off project meeting was held with technical and administrative leads from City departments; Recreation and Parks, Community Development Department, Library and the Information Technology Agency. We established internal guidelines and controls for dispersing funds among the departments and for tracking the City's matching obligation. Partner departments conducted meetings with their PCC site Directors to explain and discuss the project, grant's requirements, scope of work, responsibilities and also to gather input and recommendations for the outreach activities and training programs. We confirmed the site list of 188 LA-CAN Public Computer Center locations and began developing a plan for outreach.</p> <p>The LA CAN project team is reviewing hardware specifications for computer workstations and meeting with vendors. We initiated a technical review of solutions and services available for upgrading broadband connections and providing Wi-Fi services at 72 Recreation and Parks Public Computer Centers. An ISP contract was finalized and we requested cost and service level information from a broadband internet service provider.</p>	
4. Performance Projections (Q2) <i>Please describe your anticipated project activities and progress for the next quarter. This should include a description of federal expenditures, key milestones, the primary activities needed to accomplish those milestones, significant project accomplishments, and any potential delays or challenges you foresee. Please use the milestone categories provided in your baseline report (e.g., equipment purchases, outreach activities, training programs) to help structure your answer. (500 words or less)</i> <p>Projected activities for Q2 include the following:</p> <ol style="list-style-type: none">1. Final resolution of Special Award Condition #20 so that funds can be withdrawn.2. Finalize quarterly reporting process for all city departments that are participating in grant; ITA, Library, Recreation and Parks and Community Development Department.3. Complete Baseline Project Plan4. Central Library cabling project – specifications for equipment will be finalized, vendor price quotes will be obtained, and quantities will be determined in anticipation of equipment purchases by the 3rd quarter. We project that \$0 of federal funds will be expended in Q2 of 2010.5. Continue working with HP and Dell on pricing options for computer workstations and to finalize the cost for the equipment.6. Develop improved process for tracking PCC use at 72 Rec and Parks sites.	

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7. Continue working with the Rec and Parks sites Directors to assess their needs and to assist them in the development of the training curriculum and in turn, to finalize the standard software requirements for all facilities
8. Complete technical review of broadband connections at 72 Recreation and Parks PCCs. Establish work plan and timeline for new broadband connections and Wi-Fi. Finalize cost estimates with ISP.
9. Complete site prep and initiate ordering workstation equipment for 43 Community Development Department PCCs.

5. 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.

5a. Typed or Printed Name and Title of Authorized Certifying Official	5c. Telephone (area code, number and extension)
Laura Ito	213-978-3322
	5d. Email Address
	Laura.ito@lacity.org
5b. Signature of Authorized Certifying Official <i>[Signature]</i> for LI 5/24/10	5e. Date Report Submitted (Month, Day, Year)
	April 30, 2010

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