ANNUAL PERFORMANCE PROGRESS REPORT FOR PUBLIC COMPUTER CENTERS

General Information

1. Federal Agency and Organizational Element to Which Report is Submitted	2. Award Identification Number	3. DUNS Number
Department of Commerce, National Telecommunications and Information Administration	40-41-B10519	933657793

4. Recipient Organization

Libraries, Oklahoma Department of 200 NE 18th Street, Oklahoma City, OK 73105-3205

5. Current Reporting Period End Date (MM/DD/YYYY)	6. Is this the last Annual Report of the Award Period?
12-31-2011	◯ 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	7c. Telephone (area code, number and extension)
Judy Tirey	
	7d. Email Address
	jtirey@oltn.odl.state.ok.us

7b. Signature of Certifying Official	7e. Date Report Submitted (MM/DD/YYYY):
Submitted Electronically	01-30-2012

PROJECT INDICATORS

1. Are you establishing new Public Computer Centers (PCCs) or improving existing PCCs?

○ **New**   ⦿ **Improved**   ○ **Both**

2. How many PCCs were established or improved, and what type of institution(s) were they associated with? Please provide actual total numbers to date. Figures should be reported cumulatively from award inception to the end of the most recent calendar year. Recipients should only count the PCCs that were fully established or in which improvements have been fully completed in that year (that is, partial improvements should not be counted).

Institutions	Established	Improved	Total
Schools (K-12)	0	0	0
Libraries	0	39	39
Community Colleges	0	0	0
Universities / Colleges	0	0	0
Medical / Health care Facilities	0	0	0
Public Safety Entities	0	0	0
Job-Training and/or Economic Development Institution	0	0	0
Other Community Support-*Governmental* (please specify):	0	0	0
Other Community Support-*Non-Governmental* (please specify):	0	0	0

3. Please complete the following chart for each PCC established or improved using BTOP funds. Please provide actual total numbers to date.

3.a. New PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
0	0	0	0	0	0

<center>[Add New PCC]   [Remove New PCC]</center>

3.b. Improved PCCs

New PCC Address	Number of Workstations Available to the Public	Total Hours of Operation per 120-hour Business Week	Total Hours of Operation per 48-hour Weekend	Speed of Broadband Access to Facility (Mbps)	Average Number of Users per Week
Prior to Improvement					
Altus Great Plains Literacy Council 421 N. Hudson, Altus, OK 73521	6	49	8	1	15
Anadarko Community Library 215 W Broadway Anadarko, OK 73005	8	50	3	3	122
Ardmore New Dimension Literacy Council 320 E St. NW Ardmore, OK 73401	4	7	0	1	16
Atoka County Library 215 E A Street, Atoka, OK 74525	5	27	3	1	101

Prior to Improvement					
Bartlesville Public Library 600 S Johnstone, Bartlesville, OK 74003	35	57	8	1	1,005
Bartlesville Literacy Services 600 S Johnstone, Bartlesville, OK 74003	7	46	0	1	10
Cherokee City-County Library 123 S. Grand, Cherokee, OK 73728	6	39	3	1	30
Chickasaw Regional Library System Headquarter 601 Railway Express, Ardmore, OK 73401	17	52	4	1	210
Claremore; Rogers County Literacy 1515 N. Florence Ave., Claremore, OK 74017	3	53	0	1	4
Cleveland; J. C. Byers Memorial Library 215 E. Wichita, Cleveland, OK 74020	7	42	7	1	161
Duncan Public Library 2211 N. Highway 81, Duncan, OK 73533	8	46	6	1	221
El Reno Carnegie Library 215 E Wade, El Reno, OK 73036	4	48	4	1	224
Enid; Public Library of Enid & Garfield County 120 W. Maine, Enid, OK 73701	25	57	9	1	1,196
Fairview City Library 115 S. 6th. Fairview, OK 73737	7	44	3	1	135
Grandfield Public Library 101 W 2nd, Grandfield, OK 73546	4	16	4	3	24
Grove Public Library 1140 NEO Loop, Grove, OK 74344	11	51	4	1	300

Guymon Public Library 206 NW 5th Street, Guymon, OK 73942	12	45	5	1	118
Hollis Public Library 201 W. Broadway, Hollis, OK 73550	4	26	4	1	32
Lawton Public Library 110 S W 4th St, Lawton, OK 73501	16	52	8	1	841
Marietta; Love County Library 500 S. Highway 77, Marietta, OK 73448	4	27	3	1	71
Muskogee Public Library 801 W Okmulgee, Muskogee, OK 74401	65	57	9	1	761
Muskogee Literacy Council 801 W. Okmulgee Muskogee, OK 74401	0	57	8	1	0
Okmulgee Public Library 218 S Okmulgee, Okmulgee, OK 74447	14	48	4	1	320
Pawhuska Public Library 1801 Lynn Ave, Pawhuska, OK 74056	12	40	6	1	162
Ponca City Library 515 E Grand, Ponca City, OK 74601	9	54	11	1	253
Ponotoc C. Literacy Council 124 S. Rennie, Ada, OK 74820	3	55	0	1	11
Prague; Haynie Public Library 1619 W Main St, Prague, OK 74864	10	36	4	3	77
Pryor; Thomas J. Harrison Public Library 505 E Graham, Pryor, OK 74361	17	40	3	100	344

Purcell Public Library 919 N 9th, Purcell, OK 73080	15	49	12	1	215
Sapulpa; Bartlett Carnegie Public Library 27 W Dewey, Sapulpa, OK 74066	13	48	4	1	834
Sapulpa; Creek County Literacy 15 N. Poplar, Sapulpa, OK 74066	6	32	0	3	6
Sulphur Parker Memorial Library 500 W Broadway, Sulphur, OK 73086	4	27	3	1	110
Tishimingo; Johnston County Library 116 W. Main Tishomingo, OK 73460	4	27	3	1	99
Wagoner City Public Library 302 N. Main, Wagoner, OK 74467	16	44	4	1	140
Walters Public Library 202 N Broadway, Walters, OK 73572	6	33	3	1	81
Watonga Public Library 301 N Prouty, Watonga, OK 73772	10	45	4	3	163
Waurika Public Library 105 S Meridian, Waurika, OK 73573	11	40	0	1	48
Woodward Public Library 1500 Main, Woodward, OK 73801	8	48	7	1	1,338
Durant; Donald W. Reynolds Public Library 1515 W. Main, Durant, OK 74701	13	52	8	1	200

Add New PCC	Remove New PCC

After Improvement

Altus Great Plains Literacy Council 421 N. Hudson, Altus, OK 73521	8	49	8	1	15

Anadarko Community Library 215 W Broadway Anadarko, OK 73005	16	50	3	3	392
Ardmore New Dimension Literacy Council 320 E St. NW Ardmore, OK 73401	7	7	0	1	16
Atoka County Library 215 E A Street, Atoka, OK 74525	6	27	3	1	108
Bartlesville Public Library 600 S Johnstone, Bartlesville, OK 74003	43	57	8	1	1,332
Bartlesville Literacy Services 600 S Johnstone, Bartlesville, OK 74003	10	46	0	1	12
Cherokee City-County Library 123 S. Grand, Cherokee, OK 73728	14	39	3	1	47
Chickasaw Regional Library System Headquarter 601 Railway Express, Ardmore, OK 73401	28	52	4	1	216
Claremore; Rogers County Literacy 1515 N. Florence Ave., Claremore, OK 74017	3	53	0	1	4
Cleveland; J. C. Byers Memorial Library 215 E. Wichita, Cleveland, OK 74020	17	42	7	1	194
Duncan Public Library 2211 N. Highway 81, Duncan, OK 73533	19	46	6	1	245
El Reno Carnegie Library 215 E Wade, El Reno, OK 73036	10	48	4	1	250
Enid; Public Library of Enid & Garfield County 120 W. Maine, Enid, OK 73701	39	57	9	1	1,200
Fairview City Library 115 S. 6th. Fairview, OK 73737	17	44	3	1	138

Grandfield Public Library 101 W 2nd, Grandfield, OK 73546	8	16	4	3	25
Grove Public Library 1140 NEO Loop, Grove, OK 74344	12	51	4	1	326
Guymon Public Library 206 NW 5th Street, Guymon, OK 73942	23	45	5	1	154
Hollis Public Library 201 W. Broadway, Hollis, OK 73550	5	26	4	1	45
Lawton Public Library 110 S W 4th St, Lawton, OK 73501	39	52	8	1	1,227
Marietta; Love County Library 500 S. Highway 77, Marietta, OK 73448	5	27	3	1	142
Muskogee Public Library 801 W Okmulgee, Muskogee, OK 74401	66	57	9	1	1,181
Muskogee Literacy Council 801 W. Okmulgee Muskogee, OK 74401	1	57	8	1	21
Okmulgee Public Library 218 S Okmulgee, Okmulgee, OK 74447	26	48	4	1	352
Pawhuska Public Library 1801 Lynn Ave, Pawhuska, OK 74056	24	40	6	1	191
Ponca City Library 515 E Grand, Ponca City, OK 74601	23	54	11	1	300
Ponotoc C. Literacy Council 124 S. Rennie, Ada, OK 74820	5	55	0	1	11
Prague; Haynie Public Library 1619 W Main St, Prague, OK	23	36	4	3	325

74864					
Pryor; Thomas J. Harrison Public Library 505 E Graham, Pryor, OK 74361	34	40	3	100	367
Purcell Public Library 919 N 9th, Purcell, OK 73080	33	49	12	50	546
Sapulpa; Bartlett Carnegie Public Library 27 W Dewey, Sapulpa, OK 74066	24	48	4	1	1,339
Sapulpa; Creek County Literacy 15 N. Poplar, Sapulpa, OK 74066	6	36	0	3	6
Sulphur Parker Memorial Library 500 W Broadway, Sulphur, OK 73086	5	27	3	1	125
Tishimingo; Johnston County Library 116 W. Main Tishomingo, OK 73460	5	27	3	1	121
Wagoner City Public Library 302 N. Main, Wagoner, OK 74467	26	44	4	1	380
Walters Public Library 202 N Broadway, Walters, OK 73572	11	33	3	4	125
Watonga Public Library 301 N Prouty, Watonga, OK 73772	20	45	4	3	180
Waurika Public Library 105 S Meridian, Waurika, OK 73573	16	40	0	1	125
Woodward Public Library 1500 Main, Woodward, OK 73801	16	48	7	1	1,500
Durant; Donald W. Reynolds Public Library 1515 W. Main, Durant, OK 74701	55	52	8	100	279

<div align="center">[Add New PCC] [Remove New PCC]</div>

4.a. Please check the primary uses of the PCCs funded by this award. (Check all that apply.)

☑ **Open Lab Time**   ☐ **Other**   ☑ **Training**

4.b. If "other," please specify the primary use of the PCCs:

5. Please list all of the PCC broadband equipment and/or supplies you have purchased during the past year using BTOP grant funds or other (matching) funds, including any customer premises equipment or end-user devices. If additional space is needed, please attach a list of equipment and/or supplies. Please also describe how the equipment and supplies have been deployed (600 words or less).

Manufacturer	Items	Unit Cost per Item	Number of Units	Narrative description of how the equipment and supplies were deployed
SKC, Inc.	Videoconferencing Units	56,770	2	SKC was selected through a competitive bidding process through Erate. Videoconferencing units were purchased from SKC. They were shipped directly to the pilot libraries. An SKC technician installed each unit and conducted a short training session for library staff.
Chickasaw Telecom	Routers	5,435	6	Cisco routers were purchased from Chickasaw Telecom, the company selected by a competitive bidding process through Erate. Routers were shipped directly to the 6 Okconnect libraries and installed by a Chickasaw Telecom technician.
Totals:		62,205	8	

[Add Equipment]   [Remove Equipment]

6. For PCC access and training provided with BTOP grant funds, please provide the information below. Figures should be reported cumulatively from award inception to the end of the most recent calendar year.

Types of Access or Training	Number of People Targeted	Number of People Participating	Total Hours of Training Offered
Open Lab Access	80	13,562	0
Multimedia	0	0	0
Office skills	0	0	0
ESL	0	0	0
GED	0	0	0
College Preparatory Training	0	0	0
Basic Internet and Computer Use	20	14	28
Certified Training Programs	0	0	0
Other (please specify):	0	0	0
Total	100	13,576	28

7. Please describe how your Public Computer Center(s) promotes economic recovery in your area, such as through providing job training, access to job searches, online course offerings, certifications and the like (600 words or less).

The six libraries that have received the higher broadband speed report increased public use of the computers. To date, most of the increase has been in open lab access rather than structured training classes. Each computer is equipped with a video camera and headsets for use in long distance education or using Skype to conduct a job interview or contact a loved one. Twelve librarians attended the Oklahoma Department of Libraries "Technology and libraries" Certification for Public Librarians class through videoconferencing. The Purcell Public Library offered training for email basics, internet usage, using the computer and how to conduct research utilizing research databases.

Two of the Okconnect libraries have received their room videoconferencing units which are available for public use. This will allow businesses, students or patients the opportunity to conduct face to face job interviews, take education courses, attend conferences or continuing education classes or even talk to their physician.

It is anticipated that training and usage of the computers and videoconferencing will increase as the increased broadband speeds are obtained. Videoconferencing at slower speeds is not a satisfactory experience, so this has not been advertised highly to date.

As the public learns to take advantage of these opportunities, it will be a definite economic boost to the community. Previously the long distances one must travel in Oklahoma has put a burden on the rural community members. Now they have an option and are able to take full advantage of opportunities and live in the community of their choice.

8. To the extent that you have made any subcontracts or sub grants, please provided the number of subcontracts or sub grants that have been made to socially and economically disadvantaged small business (SDB) concerns as defined by section 8(a) of the Small Business Act, 15 U.S.C. 647, as modified by NTIA's adoption of an alternative small business size standard for use in BTOP. Please also provide the names of these SDB entities (150 words or less).

The Oklahoma Department of Libraries sub-contracted with three (3) libraries to construct computer labs. None of these libraries contracted with a SDB for use in their project.

9. Please describe any best practices / lessons learned that can be shared with other similar BTOP projects (900 words or less).

Videoconferencing equipment is Erate eligible only for self-contained units. You won't have the ability to have screens strategically placed around the meeting room with a self contained unit.

Request wheels on self contained units so that they can be moved when having other programs such as children's summer reading programs.

Have a prepared installation check list.

Before installation of equipment survey library for all wiring, cabling and electrical.

Plan to purchase some type of covering to safeguard the video unit while other programs are being hosted in the room.

Wireless touch pads are not standard - to upgrade to a wireless touch pad is approximately an additional $2,000. per unit. Not E-rate eligible.

Formal written permission from Oklahoma Department of Central Services was required to be exempted from the State's formal bidding process to allow the E-rate 470 28 day bid process to be used.

Formal approval from Oklahoma State Finance was required to purchase equipment following the State's formal bidding process to allow the E-rate 470 28 day bid process to be used.

Getting the RFP for the professional E-rate consulting firm through Oklahoma's Department of Central Services (DCS) was a laborious process taking much longer than anticipated: for example, we were required to resubmit the bid using DCS's form and format; delaying the process two months.