Gmail

BENJAMIN CRUZ <speaker@senatorbjcruz.com>

## MC Fwd: Board Materials - March 9, 2018 Meeting

1 message

**BENJAMIN CRUZ** <speaker@senatorbjcruz.com>
To: 34th Guam Legislature Clerks <clerks@guamlegislature.org>
Cc: Rennae Meno <rennae@guamlegislature.org>

Tue, Mar 13, 2018 at 8:26 AM

| | | | | |
|---|---|---|---|---|
| 03/13/18 | 03/13/18 | **Guam Preservation Trust** | In compliance to PL 31-233, relative to reporting requirements, attached please find the Board materials from the Guam Preservation Trust's March 9, 2018 Board of Director's Meeting. | 34-18-1635 |

---------- Forwarded message ----------
From: **Ruby Santos** <rspreservation@guam.net>
Date: Mon, Mar 12, 2018 at 2:34 PM
Subject: Board Materials - March 9, 2018 Meeting
To: Speaker BJ Cruz <speaker@senatorbjcruz.com>, centralfiles@guam.gov, Elizabeth Mafnas <elizabeth.mafnas@guam.gov>
Cc: Joe Quinata <jqpreservation@guam.net>

GL#34-18-1635
Speaker Benjamin J.F. Cruz

Hafa Adai Speaker Cruz,

MAR 13 2018
Time: 826 [ ] AM [ ] PM File No.
Received By:

In compliance to PL 31-233, relative to reporting requirements, attached please find the Board materials from the Guam Preservation Trust's March 9, 2018 Board of Director's Meeting.

Please feel free to contact our office if you have any questions.

Regards,

*Ruby Santos*
*Administrative Service Coordinator*
*Guam Preservation Trust*
*P.O. Box 3036*
*Hagatna, Guam 96932*
*Tel: (671)472-9439*
*Fax:(671)477-2047*

OFFICE OF SPEAKER BENJAMIN J.F. CRUZ
Committee on Appropriations and Adjudication
*I Mina'trentai Kuattro na Liheslaturan Guahan*
Guam Congress Building | 163 Chalan Santo Papa | Hagatna, GU 96910
T: (671) 477-2520/1 | F: (671) 477-2522 | www.senatorbjcruz.com

**Mar 9 2018 Board Materials.pdf**
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**GUAM PRESERVATION TRUST**
INANGOKKON INADAHI GUAHAN
P.O. Box 3036 • Hagåtña, Guam 96932
Tel: (671) 472-9439/40 • Fax: (671) 477-2047

# GUAM PRESERVATION TRUST
## REGULAR BOARD OF DIRECTORS MEETING
## WEDNESDAY, March 9, 2018
## 3:00 P.M., GPT CONFERENCE ROOM
## A G E N D A

| | | |
|---|---|---|
| | 1.0. | CALL TO ORDER / ROLL CALL |
| Action | 2.0. | APPROVAL OF MINUTES (January 31, 2018) |
| | 3.0 | EXECUTIVE SESSION |
| | 4.0 | OLD BUSINESS |
| Info | 4.1. | Pacific Preservation Project - Summit |
| Info | 4.2. | Secondary High School & Post-Secondary Curriculum Preservation Program |
| Info | 4.3. | Property Donation - Cliff Condominium Unit |
| Info | 4.4. | Archbishop Felixberto Flores House |
| Action | 4.5. | Strategic Plan – 2018 – 2022 |
| Info | 4.6. | Consultant – Scope of Work |
| | 5.0 | NEW BUSINESS |
| | 6.0. | COMMITTTEE REPORTS |
| | 6.1. | Budget & Finance Report |
| Info | | Refer to Report |
| | | 6.1.a. YTD Balance |
| | 6.2. | Architecture Committee Report |
| Info | | Refer to Report |
| Info | | 6.2.a. GPT Property Assets |
| | 6.3. | Grants Committee Report |
| Info | | Refer to Report |
| Action | | 6.3.a. Congressional Art Competition – Office of Congresswoman Madeleine Bordallo |
| Action | | 6.3.b. Our Familia, Our Manamko, Our History, Hita Malesso – Sandra Lee Yee |
| Action | | 6.3.c. Learning Chamorro – Preserving Chamoru Values & Practices – Gerhard Schwab |
| Action | | 6.3.d. The Mariana Islands: Notes Compiled by W.E. Safford – Jillette Leon Guerrero |
| Action | | 6.3.e. Kosas Camp: Summer of Art, Culture & History Project – Sen. Antonio Palomo Guam Museum & Chamorro Education Facility |
| Action | | 6.3.f. Guam History Day 2018; Students Presenting Historical Research Related to the Conflicts and Compromise in Guam's History – Richard Flores Taitano Micronesian Area Research Center |

| | | | |
|---|---|---|---|
| Action | | 6.3.g. | Reintroduction and Revival: The traditional deep sea fishing practices of the Mariana Islands – Phillip Sablan |
| Action | | 6.3.h. | Takhelo'na Tiningo' gi Fino' yan Kotturan Chamoru – Chamorro Studies & Special Projects |
| Action | | 6.3.i. | Ta Hatsa I malingun Dinga' Sahyan ya ta baba I challan sahyan ni man Chamoru (Reviving the Lost Chamoru Double Hull Canoe and Opening our Chamoru Sailing Routes – Ulitao Inc. |
| Action | | 6.3.j. | Iduka Yan na Famta I Amot para I Hinemlota – Haya Cultural Heritage & Preservation Foundation |
| Action | | 6.3.k. | Cultural Connections: Preserving Chamorro Fishing Traditions on Guam- Marie Auyong / Michael Bevacqua |
| | 7.0. | OPEN DISCUSSION/ANNOUNCEMENTS | |
| Action | 8.0. | ADJOURNMENT | |

GUAM PRESERVATION TRUST
INANGOKKON INADAHI GUÅHAN
P.O. Box 3036 • Hagåtña, Guam 96932
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**GUAM PRESERVATION TRUST**
**REGULAR BOARD OF DIRECTORS MEETING**
**WEDNESDAY, JANUARY 31, 2018**
**3:00 P.M., GPT CONFERENCE ROOM**

**M I N U T E S**

| | | |
|---|---|---|
| **Present:** | **Michael Makio, Architecture – P** | **Rebecca Duenas, Chamorro Culture - P** |
| | **Dave Lotz, Planning – P** | **Pale Eric Forbes, History – P** |
| **Also Present:** | **Joe Quinata, GPT – CPO** | **Lawrence Borja, GPT – Staff** |
| | **Terrence Brooks, Legal Counsel** | **Nicole Santos – Representing the Office of Vice Speaker Therese Terlaje** |
| | **Ruby Santos, GPT – Staff** | |
| | **Andrew Tenorio, GPT - Staff** | |

**1.0. CALL TO ORDER / ROLL CALL**

The meeting was called to order by Chairman Michael Makio at 3:20 p.m. and roll call was conducted.

**2.0. APPROVAL OF MINUTES (December 6, 2017)**

Chairman Makio opened the floor for discussion on the minutes of December 6, 2017.

**Motion** With no changes or discussion, Rebecca Duenas motioned to approve the minutes as read. The motion was seconded by Dave Lotz and unanimously approved.

**3.0 ELECTION OF OFFICERS**

**3.1. Vice-Chair; 3.2. Secretary; 3.3. Treasurer**

Chairman Makio reported the Historic Review Board conducted its election of Officers during the last meeting and voted the Chair to maintain his position.

Chairman Makio opened the floor for discussion and asked if the current slate of GPT officers were willing to accept and maintain their positions. Pale Eric Forbes accepted the position as Board Secretary.

**Motion** With no objections, all members present were in favor of approving the slate of officers as follows: Dave Lotz as Vice Chair, Rebecca Duenas as Treasurer and Pale Eric Forbes as Secretary. The action unanimously carried.

**4.0 EXECUTIVE SESSION**

Chairman Makio recessed the General Board meeting and entered into Executive Session.

Chairman Makio adjourned Executive Session and reconvened the General Board meeting at 4:00 p.m.

**5.0 OLD BUSINESS**

**5.1. Pacific Preservation Project – Summit**

Joe Quinata reported an update on the upcoming Summit to be held on February 26-28, 2018. Keynote Speakers have been confirmed and village Mayors will also be participating. To date 220 participants have registered.
A draft program booklet was circulated for Board's review.
The Summit is being funded by a Dept. of Interior grant, but as a safeguard to avoid any interruptions in the program, the staff requested the Board to approve a not-to-exceed amount of $10,000.00 for any unexpected expenses that may occur.

**Motion** With no further discussion, Dave Lotz motioned to approve a not-to-exceed amount of $10,000.00 to support the Pacific Preservation Summit.
The motion was seconded by Rebecca Duenas and unanimously approved.

**5.2. Secondary High School & Post-Secondary Curriculum Preservation Education**

Joe Quinata reported a meeting was held with Okkado High School to discuss implementing a preservation program as part of their engineering class.
A sample lesson plan was provided to the instructor.
Chairman Makio requested a meeting with the instructor to discuss the curriculum.

Joe Quinata reported Bill Jeffery is offering a Heritage Preservation course at the University of Guam on Saturday afternoon from 12:30-1:50 p.m.
Chairman Makio requested a copy of the content of the course.

**5.3. Property Donation - Cliff Condominium Unit**

Chairman Makio reported the property is currently rented to a tenant.
Legal Counsel reported the results of the PTR received on the property.
The Board discussed the different options for the unit's use.
Discussion was tabled for further review.

**5.4. Archbishop Felixberto Flores House**

Chairman Makio reported he was informed the property is being listed for sale.
It was previously reported the property was being transferred to Kamalen Karidat.
Joe Quinata inquired on the property and was informed the property is in the process of being de-listed from liquidation sale.
The Board discussed the interest of the Trust in acquiring the property for its historic vernacular architecture.

**Motion** With no further discussion, Dave Lotz motioned to direct the Chief Program Officer to correspond with the Archdiocese to express ownership interest in acquiring the Archbishop Flores House. The motion was seconded by Rebecca Duenas and unanimously approved.

**5.5. NTHP Conference (Nov. 13-15, 2018);**

**5.6. APIAHip Forum (Nov. 11-13, 2018)**

Joe Quinata announced the NTHP Conference and APIA Forum will be held back to back in San Francisco in November.
The Board was encouraged to submit an abstract for presentations at the conference and the forum.
Chairman Makio suggested abstracts on Litekyan and the military buildup.
Staff will provide the Board with proposed topics for presentation.
GPT was asked to host for a Guam Night as the closing of the APIAHip Forum.

**5.7. Reconstruction of the Palacio, Plaza De España**

Joe Quinata reported GEDA has not responded to his request for an update on the Palacio, the Memorandum of Agreement, and approval by the Legislative and Executive branches.
The Board discussed the recommendation to include the language as recommended during the December 6, 2017 meeting before a final MOA is issued.

**Motion** With no further discussion, Dave Lotz motioned to correspond with GEDA to include the language in the memorandum of agreement as follows: "GEDA agrees to provide funding under the Hot Bond Program for design and reconstruction of the Palacio building according to the Secretary of Interior Standards."
The motion was seconded by Pale Eric Forbes and unanimously approved.

**6.0 NEW BUSINESS**

**Program Officer Position**

With no objections with the Board, Chairman Makio added this item for discussion under New Business.
A Program Officer position was advertised and interviews were conducted by Board members and the Chief Program Officer.
The Board discussed the probationary period and benefits offered by GPT.
As a result of the interviews and in consideration of the need for staff, it was recommended to hire two (2) program officers from the applicants interviewed.

**Motion** With no further discussion, Dave Lotz motioned to increase the hiring of two (2), program officers. The motion was seconded by Rebecca Duenas and unanimously approved.

**Motion** A motion was made by Rebecca Duenas to direct the Chief Program Officer to move ahead in hiring the top two (2) responders. The motion was seconded by Dave Lotz and unanimously approved.

**Motion** An amended motion was made to also increase the (Administrative) Budget to reflect an identical salary for the additional Program Officer position.
The amended motion was seconded by Rebecca Duenas and unanimously approved.

**IDIQ (indefinite delivery/indefinite quantity) Contract**
Chairman Makio reported the Board has discussed augmenting professional services relative to in depth technical review and consultation (i.e., Section 106, Programmatic Agreement, federal issues)..
Currently there is no level of the expertise to review federal issues that impact GPT.

Chairman Makio recommended for the CPO to work with legal counsel to draft the scope of work for an IDIQ program. Fee schedules and hourly rates can be further reviewed after the scope is reviewed.
The individual or organization must be knowledgeable on the National Preservation Act, Section 106, and current military affairs.

Nicole Santos inquired on the contracted service as a resource to assist the SHPO's office.
Chairman Makio responded there will definitely be collaboration between the two.
Dave Lotz commented the position would really not provide assistance to the Historic Resources Division but provide in depth analysis and recommendation to what the GPT Board feels should be done relative to the Programmatic Agreement and other federal issues.
The Historic Resources Division has technical assistance provided and the Attorney General's office serves as their legal counsel.

**Motion** With no further discussion, Pale Eric motioned to instruct the Chief Program Officer to work with legal counsel to create a Request for Qualifications and scope of work for consultation services relative to programmatic agreement, Section 106 and other related preservation interactions. The motion was seconded by Rebecca Duenas and unanimously approved.

**6.1 Grant Applications – January 5, 2018 Cycle**
**6.1.a. Community Maritime Archaeology Capacity Building & Engagement – William Jeffery**
**6.1.b. Congressional Art Competition – Office of Congresswoman Madeleine Bordallo**
**6.1.c. Our Familia, Our Manamko, Our History, Hita Malesso – Sandra Lee Yee**
**6.1.d. Learning Chamorro – Preserving Chamoru Values & Practices – Gerhard Schwab**
**6.1.e. The Mariana Islands: Notes Compiled by W.E. Safford – Jillette Leon Guerrero**
**6.1.f. Kosas Camp: Summer of Art, Culture & History Project – Sen. Antonio Palomo Guam Museum & Chamorro Education Facility**
**6.1.g. Guam History Day 2018; Students Presenting Historical Research Related to the Conflicts and Compromise in Guam's History – Richard Flores Taitano Micronesian Area Research Center**
**6.1.h. Reintroduction and Revival: The traditional deep sea fishing practices of the Mariana Islands – Phillip Sablan**
**6.1.i. Takhelo'na Tiningo' gi Fino' yan Kotturan Chamoru – Chamorro Studies & Special Projects**

**6.1.j. Ta Hatsa I malingun Dinga' Sahyan ya ta baba I challan sahyan ni man Chamoru (Reviving the Lost Chamoru Double Hull Canoe and Opening our Chamoru Sailing Routes – Ulitao Inc.**

**6.1.k. Iduka Yan na Famta I Amot para I Hinemlota – Haya Cultural Heritage & Preservation Foundation**

**6.1.l. Cultural Connections: Preserving Chamorro Fishing Traditions on Guam- Marie Auyong / Michael Bevacqua**

A summary of the grant submissions was circulated for Board's review.

**Motion** With no objections, Pale Eric motioned to refer items 6.1.a to 6.1.l for the Grants Committee.
Rebecca Duenas seconded the motion and unanimously approved.
Chairman Makio referred Items 6.1.a – 6.1.l to the Grants Committee for review and recommendation to the Board for action.

**6.2. Pacific Heritage Youth Summit - Rota**

Joe Quinata reported the Pacific Heritage Youth Summit will be held in Rota from July 8 to 11, 2018. The Summit is funded by the National Parks Service, GPT and with sponsorship by Bank of Guam.
An official letter was submitted to the Governor and Mayor of CNMI and Rota.
And staff has developed the website to promote the Summit.

**7.0. COMMITTTEE REPORTS**

**7.1. Budget & Finance Report**

**Refer to Report**

**7.1.a. YTD Balance**

Joe Quinata reported the current fund balance is $2,287,229.46. The total obligated fund is $2,081,957.68. A total of $205,271.78 is the restricted balance for grants and projects.
The Board discussed the projects in queue.
The Board asked to request TD Ameritrade to close Investment account balance of 23 cents.

**7.2. Architecture Committee Report**

**Refer to Report**

**7.2.a. Rosario House – A & E; 7.2.b. Benny San Nicolas House – A & E**

Chairman Makio reported only one firm submitted a proposal for both projects.
A proposal of $96,488.47 was received from the firm Provido, Tan, Jones Architects for the A&E of the Rosario House.

A proposal of $83,217.21 was received from the firm Provido, Tan, Jones Architects for the A&E of the Benny San Nicolas House.
The committee reviewed the proposals and recommended approval for both homes.

**Motion** With no further discussion, Dave Lotz motioned to approve the fee proposals ($96,488.47 for the A&E for the Rosario House; $83,217.21 for the A&E for the Benny San Nicolas House).
The motion was seconded by Pale Eric Forbes and unanimously approved.

**7.2.c. Doris Flores House – Change Order**
Chairman Makio reported a no-cost change order was submitted by the contractor to extend the contract term by 31 days.
GPT Staff has consulted with the construction manager to validate the request.
The committee recommended approval of the Change Order.

**Motion** With no further discussion, Dave Lotz motioned to approve to extend the contract by 31 days. The motion was seconded by Rebecca Duenas and was unanimously approved.

**7.3. Grants Committee Report**
**Refer to Report**
Joe Quinata asked the Chair for an appointment for Grants Committee Chair.
Rebecca Duenas accepted to Chair the Grants Committee.

**8.0. OPEN DISCUSSION/ANNOUNCEMENTS**
The Board discussed and agreed to schedule the next Board meeting in March in consideration of the upcoming Pacific Preservation Summit.

**9.0. ADJOURNMENT**
With no further items on the agenda items, Rebecca Duenas motioned to adjourn the meeting.
The motion was seconded by Pale Eric Forbes and unanimously approved.
The meeting adjourned 5:20 p.m.

**Transcribed by:** _____ **Approved by:** _____

**Date:** 3/9/18 **Date:** 3/9/2018

# GUAM PRESERVATION TRUST ACCOUNTING SUMMARY

**For Period Ending: December 31, 2017**

| ADMIN & OPERATIONS | BOARD APPROVED | YTD EXPENSE | BALANCE |
|---|---|---|---|
| | **$ 710,903.93** | **$ 125,862.39** | **$ 585,041.54** |

| BOARD FUNDED INITIATIVES | | | |
|---|---|---|---|
| Capital Campaign | $ 20,000.00 | $ - | $ 20,000.00 |
| Pacific Heritage Youth Summit-II | $ 20,000.00 | $ - | $ 20,000.00 |
| Architectural Book for Guam | $ 49,500.00 | $ 28,875.00 | $ 20,625.00 |
| GEDA(Bell Tower/Magellan Mon | $ 101,413.07 | $ 98,624.07 | $ 2,789.00 |
| M.Guerrerro Admin Bldg/ | $ 1,000,000.00 | $ 345,085.58 | $ 392,914.42 |
| Change Orders 1 & 2 $86,002.05 | | | |
| Umatac Bridge Repair $262,000 | | $ 262,000.00 | $ - |
| Teaching with Historic Places | $ 14,400.00 | $ 2,850.00 | $ 11,550.00 |
| Latte Quarrying Project | $ 6,200.00 | $ 2,591.85 | $ 3,608.15 |
| 5 Year Strategic Plan | $ 2,500.00 | $ 2,453.72 | $ 46.28 |
| APT Conference | $ 7,903.80 | $ 7,903.80 | $ - |
| NTHP Conference | $ 12,032.80 | $ 12,032.80 | $ - |
| Guam Legislature-Ribbon Cutting | $ 10,000.00 | $ 7,575.00 | $ 2,425.00 |
| Guam/National History Day 2017 | $ 25,000.00 | $ 23,909.95 | $ 1,090.05 |
| Humatak Revitalization Plan | $ 50,000.00 | $ - | $ 50,000.00 |
| **SUBTOTAL** | **$ 1,318,949.67** | **$ 793,901.77** | **$ 525,047.90** |

| ETHNOGRAPHY & ORAL HISTORY | | | |
|---|---|---|---|
| Amot Hunters - Ian Catling | $ 5,000.00 | $ 3,750.00 | $ 1,250.00 |
| **SUBTOTAL** | **$ 5,000.00** | **$ 3,750.00** | **$ 1,250.00** |

| REPAIR, REHABILITATION, RESTORATION AND RENOVATION | | | |
|---|---|---|---|
| Guam Legislature | $ 2,759,277.75 | $ 2,758,678.37 | $ 24,700.00 |
| CO1 (GPT 24,100.62; Leg 44758.28) | $ 24,100.62 | | |
| CO2, CO3, CO4 No Cost to GPT | | | |
| 4 Inalahan Homes-Const Mgt | $ 128,960.00 | $ 34,082.66 | $ 94,877.34 |
| Doris Lujan House | $ 410,392.00 | $ 94,793.10 | $ 315,598.90 |
| Change Order 1 | $ 14,532.00 | $ - | $ 14,532.00 |

| REPAIR, REHABILITATION, RESTORATION AND RENOVATION (CONT) | | | |
|---|---|---|---|
| Antonia Chargualaf House | $ 393,350.00 | $ - | $ 393,350.00 |
| **SUBTOTAL** | **$ 3,730,612.37** | **$ 2,887,554.13** | **$ 843,058.24** |

| ARCHAEOLOGY RESEARCH | | | |
|---|---|---|---|
| Pilot Study of Ancient mtDNA II | $ 4,336.00 | $ 3,252.00 | $ 1,084.00 |
| Developing Capacity Maritime | $ 20,250.00 | $ 15,200.00 | $ 5,050.00 |
| **SUBTOTAL** | **$ 24,586.00** | **$ 18,452.00** | **$ 6,134.00** |

| PUBLIC INTERPRETATION AND PRESENTATION | | | |
|---|---|---|---|
| MARC - Ritidian Story | $ 5,000.00 | $ 3,750.00 | $ 1,250.00 |
| A Day at the Museum | $ 15,000.00 | $ 11,250.00 | $ 3,750.00 |
| **SUBTOTAL** | **$ 29,920.00** | **$ 24,920.00** | **$ 5,000.00** |

| ARCHIVAL RESEARCH | | | |
|---|---|---|---|
| **SUBTOTAL** | $ - | $ - | $ - |

| ARCHITECTURAL RESEARCH | | | |
|---|---|---|---|
| Rosario House - HSR | $ 28,260.00 | $ 25,434.00 | $ 2,826.00 |
| FQ Sanchez A & E | $ 208,054.00 | $ 207,554.00 | $ 500.00 |
| Amendment 1 | $ 35,608.00 | $ 35,608.00 | $ - |
| Archbishop Flores & Ambrosio Shimizu Houses - HSR | $ 22,000.00 | $ 9,900.00 | $ 12,100.00 |
| **SUBTOTAL** | **$ 293,922.00** | **$ 278,496.00** | **$ 15,426.00** |

| HISTORIC PROPERTY DOCUMENTATION & REGISTER NOMINATION | | | |
|---|---|---|---|
| **SUBTOTAL** | $ - | $ - | $ - |

| 2018 APPROPRIATIONS | | | |
|---|---|---|---|
| 2018 GRANTS BUDGET | $ 101,000.00 | $ - | $ 101,000.00 |
| **SUBTOTAL** | **$ 101,000.00** | **$ -** | **$ 101,000.00** |

| FEDERAL GRANTS* | | | |
|---|---|---|---|
| **Pacific Preservation Project** | **$ 92,128.54** | **$ 91,443.94** | **$ 684.60** |

***Fed Grant Awarded $126,473.00**

| | APPROVED | YTD EXPENDITURE | BALANCE |
|---|---|---|---|
| **TOTAL OBLIGATED FUNDS** | **$ 6,214,893.97** | **$ 4,132,936.29** | **$ 2,081,957.68** |

| | | | |
|---|---|---|---|
| **CURRENT FUND BALANCES** | | | **$ 2,287,229.46** |
| *Bank of Guam Trust* | *$ 30,143.74* | *12/31/2017* | |
| *TD Ameritrade* | *$ 0.23* | *12/31/2017* | |
| *Merrill Lynch* | *$ 846,209.80* | *12/31/2017* | |
| *Raymond James* | *$ 561,426.22* | *12/31/2017* | |
| *Trade PMR* | *$ 810,545.79* | *12/31/2017* | |
| *Bank of Guam Checking* | *$ 38,903.68* | *12/31/2017* | |
| ***Total*** | ***$ 2,287,229.46*** | | |
| | | | |
| **TOTAL OBLIGATED FUNDS** | | | **$ (2,081,957.68)** |
| | | | |
| **RESTRICTED FUNDS FOR GRANTS & PROJECTS** | | | **$ 205,271.78** |

| **PROJECTS IN QUEUE** | |
|---|---|
| Meno House | $ 383,000.00 |
| FQ Sanchez Rehabilitation* | $ 2,000,000.00 |
| A&E Rosario House | $ 110,000.00 |
| Rehab - George Flores House | $ 375,000.00 |
| Rehab - Jose & Josefina San Nicolas Hse | $ 110,000.00 |
| Agana Basilica Bell Tower Repair | $ 150,000.00 |

| | TITLE | APPLICANT'S NAME | OBJECTIVE | AMOUNT |
|---|---|---|---|---|
| 1) | Community Maritime Archaeology Capacity Building & Engagement | William Jeffery | Fund transportation of participants to underwater sites using a charter boat | $ 500.00 |
| 2) | Congressional Art Competition | Office of Congresswoman Madeleine Bordallo | Fund winner's hotel/lodging; award reception; awards & trophies | $1,000.00 |
| 3) | Our familia, Our Manamko, Our History | Sandra Lee Yee | Fund youth of Malesso to gain experience in conducting interviews and provide tangible and archival documentation for future generations of the personal/familial history of Malesso's village manamko | $ 4,990.00 |
| 4) | Learning Chamorro - Preserving Chamoru Values & Practices | Gerhard Schwab | Fund translations, commentaries of old Chamoru texts, and develop and use online language learning tools to facilitate learning the language | $ 10,000.00 |
| 5) | The Mariana Islands: Notes Compiled by W.E. Safford | Jilette Leon Guerrero | Fund transcribing W.E. Safford's notes, provide a print manuscript that includes historical images historical documents and maps. | $ 10,000.00 |
| 6) | Kosas Camp: Summer of Art, Culture and History Project | Guam Museum | Fund Kosas Camp to increase the knowledge of educators and school aged children about Guam's history and Culture through the Arts | $ 21,750.00 |
| 7) | Guam History Day 2018 | UOG - MARC | Fund the Guam History and National History Day competition | $ 25,400.00 |
| 8) | Reintroduction and Revival: The traditional deep sea fishing practices of the Mariana Islands | Phillip Sablan | Fund building a 14' traditionally designed canoe and to replicate deep sea fishing implements | $ 42,300.00 |
| 9) | Takhelo' na Tiningo' gi Fino' yan Kotturan Chamoru | Chamoru Studies & Special Projects | Fund Chamoru literacy resource materials for Chamoru language teachers, introduce and familiarize the Chamoru culture, local concepts and ideas to students learning the language | $ 67,606.00 |
| 10) | Reviving the Lost Chamoru Double Hull Canoe and Opening Our Chamoru Sailing routes | Ulitao Inc | Fund building a 60 foot fiberglass double hull canoe and to document the entire project with video and photography of the building, training, and voyaging phases. A short documentary film will be produced in the end | $ 184,600.00 |

| | | | | |
|---|---|---|---|---|
| 11) | Iduka Yan na Famta I Amot Para I Hinemlo'ta | Haya Cultural & Preservation Foundation | Fund promoting, reclaiming, and recognizing the value of indigenous healing methods; promote the perpetuation of remedies to improve the health and well being of our people; and providing quick reference/resource for such remedy with the use of a pocket book guide | $ 15,877.00 |
| 12) | Cultural Connections: Preserving Chamorro Fishing Traditions on Guam | Marie Auyong/Michael Bevacqua | Fund producing videotaped oral histories about fishing in the Chamorro Language; transcriptions about fishing in Chamorro and English; and gray literature about the interviewees with interview excerpts | $ 10,520.00 |

January 25th, 2018

RECEIVED
JAN 25 2018
Guam Preservation Trust
By:

**PROVIDO • TAN • JONES ARCHITECTS INC**
Member of American Institute of Architects
Guam / Micronesia Chapter

Joe Quinata, Chief Program Officer
Guam Preservation Trust
P.O. Box 3036
Hagatna, Guam 96932

**RE : AGREEMENT BETWEEN OWNER AND ARCHITECT FOR ARCHITECTURAL/ENGINEERING DESIGN SERVICES FOR REHABILITATION OF SAN NICOLAS HOUSE, INARAJAN & ROSARIO HOUSE, HAGATNA**

Dear Mr. Quinata,

The following fee Proposal is based upon the general scope of rehabilitation work as outlined in the GPT Request for Proposal General Scope of Work for the following homes:

1) Benny San Nicolas House, Lot 38, Inarajan, Guam
2) Rosario House, Lots 55 & 62 within Lot 27, Block 25 Hagatna, Guam

## SECTION 1: SCOPE OF SERVICES

### 1.1 BASIS OF DESIGN (30% SUBMITTAL):

A. Review and compile Owner Supplied Data, conduct historic research and develop recommendations and guidelines for rehabilitation work.
B. Conduct limited soils investigation and percolation tests as required for the three lots.
C. Conduct topography survey of the lots and indicate existing easements, utilities, ROW, including building spot elevations of existing sloped roofs as required.
D. Prepare architectural and engineering record drawings based on visual and non-invasive field review of existing site conditions.
E. Based on Items 1A.thru 1C. above, preparation of Preliminary Conceptual Drawings, Outline Specifications, Cost Estimates and Design Calculations
F. Develop landscaping plan for Lot 39. Prepare fee proposal for approved scope of work.
G. Coordinate with local and federal agencies applicable codes and regulations.
H. Prepare meeting minutes of progress plan review meeting with GPT.
I. Provide (1) original and (2) copies deliverables

### 1.2 DESIGN DRAWINGS (60% SUBMITTAL):

A. Based on approved Section 1.1 above and GPT progress review comments, prepare Architectural and Engineering Historic Rehabilitation Construction Drawings, Specifications, Cost Estimates and Design Calculations.

927 Pale San Vitores Road PO Box 6463 Tamuning Gu 96931 Tel 671 646 1361 E-mail ptarchitects@teleguam.net

B. Prepare meeting minutes of 30% progress plan review meeting with GPT.
C. Provide (1) original and (2) copies deliverables

**1.3 PRE-FINAL DESIGN DRAWINGS (100% SUBMITTAL):**

A. Based on approved Section 1.2 above and GPT progress review comments, complete Architectural and Engineering Historic Rehabilitation Construction Drawings, Specifications, Cost Estimates and Design Calculations.
B. Prepare meeting minutes of 60% progress plan review meeting with GPT.
C. Provide (1) original and (4) copies of deliverables for review and distribution to applicable local and federal agencies.

**1.4 FINAL DESIGN DRAWINGS:**

A. Based on approved Section 1.3 above and GPT progress review comments, incorporate final revisions to 100% Architectural and Engineering Historic Rehabilitation Construction Drawings, Specifications, Cost Estimates and Design Calculations.
B. Prepare meeting minutes of 100% pre-final plan review meeting with GPT.
C. Provide (1) original mylar drawings and (4) copies of deliverables for building permit review and bidding purposes.
D. Attend pre-bid conference and prepare meeting minutes of review comments applicable to the design scope of work. Issue clarifications to RFI's and drawing addenda as required.

**SECTION 2: PROFESSIONAL FEES**

A. For Architectural/Engineering Design services, our professional fees shall be based on the following fee schedule.

| Firm | DESCRIPTION A/E Design | PROJECT LOCATION San Nicolas | PROJECT LOCATION Rosario | AMOUNT |
|---|---|---|---|---|
| PacSoil | Soils Investigation | $4,500.00 | $4,500.00 | $9,000.00 |
| DCA | Topography Survey | included w/ civil | included w/ civil | $0.00 |
| PTJA | Perspective Rendering | $1,500.00 | $2,500.00 | $4,000.00 |
| PTJA | Architectural | $29,580.00 | $31,300.00 | $60,880.00 |
| DCA | Civil | $12,644.00 | $12,644.00 | $25,288.00 |
| DCA | Structural | $23,660.00 | $31,180.00 | $54,840.00 |
| WME | Mechanical | $3,350.00 | $4,850.00 | $8,200.00 |
| WAWA | Electrical | $3,500.00 | $4,500.00 | $8,000.00 |
| | **Subtotal** | **$78,734.00** | **$91,474.00** | **$170,208.00** |
| | 4% GRT | $3,283.21 | $3,814.47 | $7,097.67 |
| | Reimbursable Printing | $1,200.00 | $1,200.00 | $2,400.00 |
| | | **$83,217.21** | **$96,488.47** | |
| | **TOTAL** | | | **$179,705.67** |

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## SECTION 3: SCHEDULE OF WORK

| | |
|---|---|
| Basis of Design & Conceptual Design (30%) | 30 Calendar Days |
| Preliminary Design (60%) | 60 Calendar Days |
| Prefinal Design (100%) | 20 Calendar Days |
| Final Design | 10 Calendar Days |

(Contract time excludes GPT review period.)

## SECTION 4: TERMS OF AGREEMENT

A. Billing invoices shall be submitted according to the following Submittal Schedule:

| | | |
|---|---|---|
| i) Payment No.1 : | Completion of 30% Submittal | $53,911.70 |
| ii) Payment No.2 : | Completion of 60% Submittal | $53,911.70 |
| iii) Payment No. 3 : | Completion of Pre-Final Submittal | $53,911.70 |
| iv) Payment No. 4: | Completion of Final Design | $17,970.57 |

B. Reimbursable cost such as bulk printing, bulk photocopying, photographs, communications, off-island travel, off-island rental car, etc directly related to the project shall be reimbursed at one point ten (1.10X) times the direct cost by the Owner to our office. Refer to Section 2 Schedule of Professional fees for off-island travel reimbursement.

C. When requested, the Owner shall provide the following information:
   i) Property Map

D. Services Not Included:
   i) Guam Land Use Commission / GovGuam /Other permit processing
   ii) 3D Presentation Model
   iii) Other Work not included in Section 1 above.

E. An interest charge of 1% per month shall be applied to invoices 30 calendar days overdue and monthly thereafter until paid.

F. At the discretion of our office, we reserve the right to void this proposal if not acted upon within 30 calendar days.

G. The Architect reserves the right to stop all work without compensation to the Architect within 30 calendar days of the invoice.

H. Subject to prevailing laws, the maximum liability for our professional work will be limited to the professional fee indicated.

I. Your signature in the space provided below and returning one copy of this Agreement shall serve as your authorization to proceed with the work for us.

Thank you for allowing us the opportunity to provide a proposal to you. If you have any questions or need further clarifications, please do not hesitate to contact me

Sincerely,

**PROVIDO • TAN • JONES**
**ARCHITECTS INC**

Liza ProvidO AIA
PRINCIPAL

Accepted by,

**GUAM PRESERVATION TRUST**

Joe Quinata
CHIEF PROGRAM OFFICER Date:

927 Pale San Vitores Road PO Box 6463 Tamuning Gu 96931 Tel 671 646 1361 E-mail ptarchitects@teleguam.net

# AIA® Document G701™ – 2017

## Change Order

| PROJECT: *(name and address)* | CONTRACT INFORMATION: | CHANGE ORDER INFORMATION: |
|---|---|---|
| Reconstruction of Lujan House | Contract For: Construction | Change Order Number: 002 |
| Inarajan, Guam | Date: August 30, 2017 | Date: January 26, 2018 |
| **OWNER:** *(name and address)* | **ARCHITECT:** *(name and address)* | **CONTRACTOR:** *(name and address)* |
| Guam Preservation Trust | Provido Tan Jones Architects | Ammanabat Corporation |
| P.O. Box 3036 | P.O. Box 10389 | PMB 182-535 |
| Hagatna, Guam 96932 | Tamuning, Guam 96931 | Yigo, Guam 96929 |

**THE CONTRACT IS CHANGED AS FOLLOWS:**
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Extension for contract time of 31 calendar days.

| | | |
|---|---|---|
| The original Contract Sum was | $ | 410,392.00 |
| The net change by previously authorized Change Orders | $ | 14,532.10 |
| The Contract Sum prior to this Change Order was | $ | 424,924.10 |
| The Contract Sum will be unchanged by this Change Order in the amount of | $ | 00.00 |
| The new Contract Sum, including this Change Order, will be | $ | 424,924.10 |

The Contract Time will be increased by 31 calendar ( ) days.

The new date of Substantial Completion will be March 11,2018.

*NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.*

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

| | | |
|---|---|---|
| Provido Tan Jones Architects Inc. | Ammanabat Corporation | Guam Preservation Trust |
| **ARCHITECT** *(Firm name)* | **CONTRACTOR** *(Firm name)* | **OWNER** *(Firm name)* |
| | | |
| **SIGNATURE** | **SIGNATURE** | **SIGNATURE** |
| David Tan, AIA | Maximo J. Manabat, Jr., Gen Mgr | Joe Quinata, Chief Program Officer |
| **PRINTED NAME AND TITLE** | **PRINTED NAME AND TITLE** | **PRINTED NAME AND TITLE** |
| | | |
| **DATE** | **DATE** | **DATE** |

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**GUAM PRESERVATION TRUST**

**Projects & Program Summary**

**For Period Ending: December 31, 2017**

**Repair, Restoration or Renovation of Historic Buildings and Structures**

| PROJECT NAME | APPLICANT | DATE APPROVED | AMOUNT APPROPRIATED | MILESTONES |
|---|---|---|---|---|
| **Inarajan Homes (1)- Construction of Juan SN Flores Home (AT)** | Juan SN Flores | 10/22/2015 | $572,090.59 | • Z4 fails to attend coordination meetings for three weeks; Z4 management is in the Philippines and not responsive to PTJA and GPT; Project suppliers contacting PTJA and GPT as they also have not been in able to communicate with Z4.<br>• PTJA issues Notice of Unsatisfactory Performance on March 22. Met with surety for pre-default meeting March 30. Issued Notice to file complaint to Z4 on March 30 as no response received by Z4.<br>• The Surety has taken over the project and new completion date is scheduled for August 15, 2017<br>• Request for Extension by the surety to October 4 for review<br>• Occupancy permit received Nov 6. Now working on punch list. Meeting with family members Nov 30 to discuss final stages.<br>• Family moved in December 15. Awaiting interpretive plaque and remaining punch list items. |
| **Inarajan Homes (2)-** | Doris Flores Lujan | 7/11/2016 | $410,392.00 | • A.M. Manabat awarded. |

| | | | | |
|---|---|---|---|---|
| **Construction of Doris Flores Lujan House** | | 8/18/17 | $ 14,432.00 | • Building Permit received<br>• Change Order submitted for modified stairs and kitchenette in the historic section of DFL house.<br>• Change Order approved at Sept board meeting.<br>• Project ongoing |
| **Inarajan Homes (3)- Construction of Antonia Chargualaf House** | Cecilia Manibusan | | $393,350.00 | • Notice to Proceed pending Construction Contract.<br>• Contract awarded 12/7<br>• Awaiting building permit |
| **Guam Congress/Legislature Building, Hagåtña (JQ)** | 29th Guam Legislature | 9/2014<br>4/2015 | $180,000.00<br>$2,759,277.75 | Awarded Const. Mgmt. to RNK Architects<br>•Notice to Award: BME &Sons, Inc. Notice to Proceed: May 11, 2015<br>• Building Permit for Overburden Phase: Issued May 21, 2015<br>• Building Permit for Construction Phase: Issued August 5, 2015<br>• Certification of Substantial Completion issued and Certificate of Occupancy has been obtained December 21, 2016.<br>• Change Order for Furniture & Fixtures (FF&E) was awarded and estimated completion for FF&E is March 10, 2017.<br>• Due the change in the administration of the Guam Legislature, all matters pertaining to the Guam Congress Building is under review and action on hold.<br>• Project completed – Project close-out ongoing. |

**Public Interpretation and Presentation**

| PROJECT NAME | APPLICANT | DATE APPROVED | AMOUNT APPROPRIATED | MILESTONES |
|---|---|---|---|---|
| **Ritidian Story: An Illustrated History of Ancient life & Landscape at Ritidian (JQ)** | Monique Storie and Mike Carson (MARC) | 06/2013 | $5,000.00 | • First draft edit ongoing and photo selection being finalized.<br>• Publication is expected to be completed by September 2017. |
| **Architectural Book for Guam (AT)** | Jack Jones | 5/15/14 | $49,500.00 | • Board Project Agreement 15-07 signed on 2/23/15. 12 reports to be given every two months during the 2 year duration of the project. Report 1 due 4/23/15<br>• Report 1 received 4/23/15. Met with Mr. Jones regarding layout and review of photography.<br>• Report 2 submitted October 23. Report reviewed and approved.<br>• Project ongoing- awaiting Report 3<br>• Report 3 received 2/15/16<br>• Report 4 received 5/3/16<br>• Report 5 received 8/24/16. Photos for book received as well as some written work. Advised Jack Jones to use an editor to review and revise work.<br>• Report 6 received 11/09/16. Additional sketches for book reviewed. Awaiting Report #7. Contract expiries February 23, 2017, may need request for extension.<br>• Project given no-cost extension- expected completion October 2017.<br>• Report #7 received 4/13/17<br>• Report #8 received November.<br>• Project ongoing. Request for |

| | | | | |
|---|---|---|---|---|
| | | | | extension received |
| **A Day at the Museum** | Pacific Historic Parks | 2/2017 | $15,000.00 | • Report #1 received 10/31<br>• Day and Night at the Museum to take place in 12/7 & 9.<br>• GPT attended special preview on 12/7. Awaiting final report |

**Ethnography and Oral History**

| PROJECT NAME | APPLICANT | DATE APPROVED | AMOUNT APPROPRIATED | MILESTONES |
|---|---|---|---|---|
| **Amot Hunters (JQ)** | Ian Catling | 11/25/13 | $5,000.00 | • Request for no-cost extension granted. |

**Archaeological Research**

| PROJECT NAME | APPLICANT | DATE APPROVED | AMOUNT APPROPRIATED | MILESTONES |
|---|---|---|---|---|
| **Phase II of a Pilot Study of Ancient mtDNA Dentitions at the Naton site (AT)** | Rosalind Hunter Anderson | 1/17 | $4,336.00 | • 1st and 2nd quarter reports received<br>• Report findings suggest that individuals whose tooth enamel was tested may not have grown up on Guam.<br>• Awaiting 3rd quarter report due October 2017<br>• 3rd qtr. report received. Project on schedule.<br>• Awaiting final report |
| **Developing Capacity in Maritime Archaeology (AT)** | Bill Jeffery | 1/2017 | $20,250.00 | • US Navy Permit received<br>• 1st report received 4/29- project on schedule<br>• 2nd report received- July seminars, fieldworks completed. Awaiting final report due in October.<br>• Report extension request received. Awaiting for final report. |

**Miscellaneous**

| PROJECT NAME | APPLICANT | DATE APPROVED | AMOUNT APPROPRIATED | MILESTONES |
|---|---|---|---|---|
| **Governor Manuel Guerrero Admin** | Public Law 33-19 | 7/2015 | $1,000,000.00 | • MOA entered between DPW and GPT.<br>• Demolition project completed (Landscape |

| | | | | |
|---|---|---|---|---|
| **Building /Umatac Bridge (JQ)** | | | | & Memorial still pending)<br>• Umatac Bridge completed. |
| **Latte Quarry Project (JQ)** | Kelley Marsh Taitano | | $6,200.00 | • Project Ongoing |
| **5 yr. Strategic Plan** | Board Initiative | 12/6/17 | $2,500.00<br>$10,000.00 | • Project Ongoing<br>• Total of 4 focus group sessions (over 100 participants) conducted in September and October.<br>• Approved for design and printing |
| **Teaching w/Historic Places (LB)** | Board Initiative | | $14,400.00 | • A total of over 250 students participated in this program. Program is still ongoing – https://historymethods.weebly.com/ |
| **Humatak Revitalization Plan** | Board Initiative | 7/10/17 | $50,000.00 | • First village meeting will be held in Jan |
| **Pacific Heritage Youth Summit 2018 (LB)** | Board Initiative | 7/10/17 | $20,000.00 | • Meeting with Mayor of Rota was held on January 3, 2018;<br>• Funding from National Park Service has been approved for $30,800.00 |