Speaker's Office <speaker@guamlegislature.org>

PAG Board Meeting Material November

1 message

Marge Duenas <mduenas@portguam.com>
To: speaker@guamlegislature.org

Tue, Nov 20, 2018 at 5:37 PM

Hafa Adai Speaker,

In accordance with Section 8113.1, Chapter 8, 5 GCA, the Port Authority of Guam hereby submits an electronic copy of its Board of Directors, November 20, 2018 board meeting materials.

Regards – Marge

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2018 NOV 21 AM 9:38

Vice Speaker Therese M. Terlaje
34GL-18-2587
NOV 21 2018
Time: 17:37
Received by:

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PORT OF GUAM
ATURIDAT I PUETTON GUAHAN
Jose D. Leon Guerrero Commercial Port
1026 Cabras Highway, Suite 201, Piti, Guam 96925
Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445
Website: *www.portguam.com*

Eddie Baza Calvo
Governor of Guam
Ray Tenorio
Lieutenant Governor

REGULAR MEETING OF THE BOARD OF DIRECTORS
Jose D. Leon Guerrero Commercial Port
Tuesday, November 20, 2018
11:45 a.m.

A G E N D A

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. October 30, 2018 – Regular Board Meeting

III. PUBLIC COMMENTS:
a. Public Comments
b. Employee Comments
c. PAGGMA Association

IV. GENERAL MANAGER'S REPORT

V. OLD BUSINESS

1. Formulation of Board Committee

VI. NEW BUSINESS

1. Agency Visit – Governor of Guam
2. Conversion of Position – Human Resources Division
3. RFP No. 018-003 Independent Auditing Services
4. Ratification of Travel – Cyber Analysis Seminar, USDHS

VII. ADJOURNMENT

Port of Guam, Jose D. Leon Guerrero Commercial Port is an Equal Employment Opportunity Employer.
Complaints of discrimination should be sent to the Human Resources Division.

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS Tuesday, October 30, 2018

I. CALL TO ORDER

There being a quorum, the regular meeting of the Board of Directors was called to order at 11:50 a.m., Tuesday, October 30, 2018. Present at the meeting were:

Oscar A. Calvo, Vice Chairman
Melanie R. Mendiola, Board Secretary
Maria D.R. Taitano, Member
Nathan T. Taimanglo, Member
Joanne M.S. Brown, General Manager
Mr. Alfred F. Duenas, Deputy General Manager, Admin/Finance
Mr. John B. Santos, Acting Deputy General Manager, Operations
Atty. Darleen Hiton, Co-Counsel

Absent were Mr. Francisco G. Santos, Board Chairman. Also present was Eun Sung Corporation-Gary Yang; AM Insurance-Angelica Perez, Guam Post-Loella Losina; Pacific Daily News-Anumita Kaur and Port Management staff.

II. APPROVAL OF MINUTES

a. **September 26, 2018 – Regular Board Meeting:** Director Taitano made motion to approve the minutes of September 26, 2018 subject to correction. The motion was seconded by Director Mendiola and was unanimously passed.

III. PUBLIC COMMENTS

a. **Public Comments:** None.

b. **Employee Comments:** None.

c. **PAGGMA Association:** PAGGMA Secretary BettyAnn Wusstig-Perez mentioned that a financial report on the Port Week funds will be prepared and submitted to the Finance division upon completion of the port week activities. Also, the association will be holding its Christmas Party for its members on December 1, 2018 at the Nikko Hotel.

IV. GENERAL MANAGER'S REPORT

The General Manager's report was provided for Board's information. The following key item(s) are noted as follows:

1. **Typhoon Yutu:** Governor Eddie Calvo through Executive Order No. 2019-01 on October 24, 2018, declared a state of emergency in order to anticipate and alleviate impacts to Guam arising from the approach of Typhoon Yutu. In preparation, port management secured the offices, port officials, port equipment and various cargos. Condition of Readiness 4 was declared on October 25, 2018 at 10am. The Port overall fared well with the aftermath of the typhoon and began servicing vessels on October 26.

2. **Public Law 34-133 Video Teleconferencing at Meetings of Government Boards and Commissions:** Public Law 34-133 was enacted on October 17, 2018 relative to allowing the use of video teleconferencing applications at meetings of government boards and commissions to guarantee a quorum, for convenience, and to expand the eligibility of membership to those community members that may be homebound; and encouraging the use of video live streaming at meetings in order to increase transparency in government.

3. **Public Law 34-112 Guam Customs and Quarantine Granted four (4) Acres of Parcel 1-3:** Public Law 34-112 was enacted on July 17, 2018 which is an act that grants administrative jurisdiction of a four (4) acre portion of parcel 1-3 in the municipality of Piti, as shown on map 055FY2014, to the Guam Customs and Quarantine (GCQA). Purpose of the property transfer is for GCQA to develop and construct a customs satellite inspection, holding and secured sterile facility area. The law further provides that if the property is not developed into a functional facility within three years, administrative jurisdiction of GCQA shall expire and the property shall revert to the Government of Guam.

4. **Revenue Bond Report:** Management met with Citigroup representatives on October 10, 2018 to discuss and review the Port's $71,445,000 revenue bond. The contents of the report includes summary of orders and amendments, marketing efforts, market recap, buyers by maturity, pricing wires, official statement cover, rating report, final numbers, closing wire instructions and the distribution list.

5. **Port Week: 43 Years of Service to Guam and the Region:** The Port Week kicked off its Opening Ceremony on October 15, 2018 celebrating 43 years of service to Guam and the Region. A flag raising ceremony and parade of tractors were performed during the event. The Grand Finale took place on October 19, 2018 with award recognitions made to port employees. In celebration of port week, the employees took part in bowling, volleyball, basketball, tractor pull, softball, ping-pong, golf, shooting range, karaoke contest and billiards tournament.

6. **Port Authority of Guam 2018 MagPRO Award Winners:** Port employees were selected winners in the respective categories: *Behind the Scenes*-PWC Jacqueline Cruz; *Employee of the Year*-Planner IV Donna Lizama-Acosta, Cargo Checker Antony Leon Guerrero,

PWC Maria Llanes, and Carpenter II Luis Diaz; *Supervisor of the Year*-Vessel Planner Janice Flores, Stevedore Leader Gilbert Santos, Facility Building Maintenance Leader Vester Lagaras; *Lifesaving Medal*-Assistant Port Police Chief Christopher Roberto; *Employee Association of the Year*-PAGGMA. The MagPRO Awards dinner was held on October 26, 2018 at the UOG Fieldhouse. The Port Authority served as a Silver Sponsor for this event.

V. OLD BUSINESS

1. **Formulation of Board Committee:** Tabled, until the next meeting.

VI. NEW BUSINESS

1. **Ratification of Resolution No. 2018-08 thru Resolution No. 2018-12:** Director Taitano made motion to ratify Resolution No. 2018-08 thru Resolution No. 2018-12 relative to commending and congratulating Port retirees on their retirement from the Jose D. Leon Guerrero Commercial Port, seconded by Director Taimanglo. Motion was unanimously approved.

2. **Harbor of Safe Refuge – Marina Drive Repair:** By way of background, the access road to the Harbor of Safe Refuge is in terrible condition and has deteriorated over time. The impacted road is under the jurisdiction of the Guam Power Authority (GPA) and the adjacent properties, Harbor of Safe Refuge, is that of the Port Authority. The road then became a shared access for both GPA and the Port, having the bulk of vehicular traffic by port tenants. Mr. Alfred F. Duenas, Deputy General Manager of Admin/Finance (DGMA) mentioned that in an effort to restore the road, the Port and GPA would share the cost to address the condition of the shared access. The projected cost is $283,000.00, having the Port share at $142,000.00. The DGMA requested for Board approval for management to allocate funds for this project through the Small Projects account and authorize management to enter into an agreement with GPA for this purpose.

Director Taimanglo made motion to authorize management to allocate funds in the amount of $142,000.00 through the Small Projects account for the Harbor of Safe Refuge access road project as well as enter into an agreement with Guam Power Authority. Motion was seconded by Director Taitano and was unanimously approved.

3. **Coin-Operated Pressure Wash Machine:** The DGMA mentioned that a coin-operated pressure wash machine has been installed at the Hagatna Marina for reasons of accountability and cost recapturing on water consumption. He requested for Board approval for management to adopt a proposed fee of $1.00 for four minutes of operation, with each additional minute at $0.25. Converted to consumption, it will be 4 gallons at 4 minutes totals 16 gallons per operation; with 4 gallons for each additional minute, if necessary. The DGMA mentioned that 16 gallons is sufficient to washdown a 12-foot boat; however for larger boats would probably need the additional minutes. He expressed that the pressure wash machine is specifically to rinse-off salt from boats and trailers, not a carwash operation. A signage will be posted in the area with instructional use and requirements. Also, as a safeguard to the machine, a security camera of the area is in place which is owned by a port tenant that has allowed port access.

Director Mendiola made motion to adopt the proposed fee of $1.00 for the use of the newly installed coin-operated washdown at the Gregorio D. Perez Marina, seconded by Director Taitano. Motion was unanimously approved.

The General Manager informed the Board that the proposed fee is an interim rate enabled by the Port's terminal tariff for a period of six months and by the end of this period management will have petitioned the Public Utilities Commission to determine actual cost.

4. **Association of Pacific Ports Sponsorship:** As a member of the Association of Pacific Ports, request is being made to sponsor the Lieutenant Level providing transportation for networking outings at $1,000.00 for the 2019 APP Winter Conference on January 23-25, 2019, Ka'anapali Lahaina, Hawaii. Funds are supported through the General Manager's Miscellaneous account.

Director Mendiola made motion to authorize the sponsorship of the Lieutenant Level in the amount of $1,000.00 for the Association of Pacific Ports 2019 Winter Conference on January 23-25, 2019 in Hawaii. Motion was seconded by Director Taimanglo and was unanimously approved.

5. **Travel Authorization Request:**

a. **Premier Worker's Compensation Certification Program, November 12-16, 2018, Chicago, Illinois:** The DGMA mentioned that the Port has experienced cases with workers compensation in terms of the laws, rules and regulations and would be advantageous for the Port to develop the expertise of this field in the Safety division. He mentioned this is an opportunity for staff to gain the training and certification of the workers compensation program, workers compensation insurance, and would have possess the knowledge when working with Department of Labor. Director Taitano asked for the number of worker's comp cases with the Port. Without objections, Safety Officer II Joshua Candoleta replied that the Port currently has six active cases, four potential cases and two long-term workers comp cases. Director Mendiola inquired whether the Port currently has a certified personnel in this field. The General Manager stated not within the Port, but guidance is sought through with the Department of Labor for the government of Guam. Director Mendiola suggested that upon completion of the certification program, a safety briefing and best practices be presented to the Port managers.

Director Taitano made motion to approve the travel authorization request for Mr. Joshua Candoleta, Safety Officer II to attend or as otherwise designated by the General Manager, seconded by Director Mendiola. Motion was unanimously approved.

b. **PAG Bond Update Meeting, December 10-13, 2018, San Francisco, California:** Director Mendiola made motion to approve the travel authorization request as presented or as otherwise designated by the General Manager. The motion was seconded by Director Taimanglo and was unanimously approved.

VII. ADJOURNMENT

There being no further business to discuss, it was moved by Director Taitano and seconded by Director Mendiola to adjourn the meeting at 12:25 p.m. The motion was unanimously passed.

FOR

MELANIE R. MENDIOLA, Board Secretary
Board of Directors

APPROVED BY:

FRANCISCO G. SANTOS, Chairman
Board of Directors

FEDERAL GRANT/LOANS & LOCAL FUNDING PROGRAMS
FY2018 Port Modernization Plan
Grant Strategy - Monthly Update

November 16, 2018

Summary Sheet of Funding/Financing

Port Modernization	Approved Amount	Expenditures	Remaining Balance	NOTES
Modernization	$ 62,280,000.00	$ 48,535,470.00	$ 13,744,530.00	$48.5M Port Enterprise Fund / $10M US DOT TIGER GRANT H-Wharf
Security	$ 2,293,135.00	$ 1,012,070.50	$ 1,281,064.50	
Marinas	$ 566,006.60	$ 35,776.40	$ 530,230.20	Boating Infrastructure Grants
Port Police	$ 29,260.13	$ 13,139.37	$ 16,120.76	Section 402 Highway Safety Funds
Grand Totals:	**$ 65,168,401.73**	**$ 49,596,456.27**	**$ 15,571,945.46**	

Applications Pending	Requested Amount			NOTES
OAE Support Services	$ -			Office of Economic Adjustment
Port Police	$ 20,000.00			DPW Office of Highway Safety
Grand Totals:	**$ 20,000.00**			

PORT AUTHORITY OF GUAM - FEDERAL GRANT FUNDING PROGRAMS
Friday, November 16, 2018

I. Port Modernization

ITEM	GRANT #	PROJECT NAME	Federal or Local Agency	Notice to Proceed	% Completed	Award Date / End Date	Award Amount	Draw Down Submitted	Remaining Balance	STATUS:
FY2010-01 FY2018-01	Port Enterprise Fund	1. Guam Commercial Port Improvement Program COMPLETE 2. Port of Guam Construction Deficiencies and Equipment Purchases	DoD to DOT Maritime Administration (MARAD)	9/22/2010 6/18/2018	94.3%	9/22/2010 - 9/22/2015 6/18/2018 - 12/31/2018	$ 50,000,000.00	$ 47,155,470.00	$ 2,844,530.00	The PAG has provided MARAD a copy of the bid documents. MARAD currently reviewing Buy American Act provision and potential consideration of WTO Government Procurement Agreement on the top loader bid.
FY2015-02	GR0706-15-21	Owner's Agent Engineer Support Services	Office of Economic Adjustment (OEA) DoD		100.0%	01/01/2015 - 12/31/2016 *Extension approved 12/31/2017 *Extension approved 12/31/2018	$ 1,380,000.00	$ 1,380,000.00	$ -	All grant funds have been expended. Full reimbursement received.
FY2016-01	DTMA91G1600007	Rehabilitation of "H" Wharf	US DOT Maritime Administration (MARAD)		0.0%	7/29/2016	$ 10,000,000.00	$ -	$ 10,000,000.00	Updates to design completed by WSP. Ongoing permit review and updates by local & federal regulatory agencies. Additional archeological survey has been requested by SHPO and coordination for this service is ongoing.
FY2018-02	GR882-18-01	Owner's Agent Engineer Support Services	Office of Economic Adjustment (OEA) DoD		0.0%	05/01/2018 - 12/31/2019	$ 900,000.00		$ 900,000.00	TO 7 work is ongoing.
		GRAND TOTAL GRANTS FOR MODERNIZATION:			64.8%		**$ 62,280,000.00**	**$ 48,535,470.00**	**$ 13,744,530.00**	

II. SECURITY

ITEM	GRANT #	PROJECT NAME	Federal or Local Agency	Notice to Proceed	% Completed	Award Date / End Date	Award Amount	Draw Down Submitted	Remaining Balance	STATUS:
FY2015-01	EMW-2015-PU-00261	Maintenance and Sustainment Contract for the Port Command Center Port-Wide CCTV and Access Control Systems	FEMA Port Security Grant Program	30-Sep-15	100.0%	09/01/2015 - 08/31/2018	$ 178,070.00	$ 178,070.00	0	Grant is currently in its 90 day close out period. 3 Year maintenance contract ended on Sept. 30, 2018. Grant close out is November 30, 2018.
FY2015-02	EMW-2015-PU-00261	Upgrade and Refurbishment of Existing Damaged Security Light Poles and Fixtures at Strategic Port Locations	FEMA Port Security Grant Program	30-Sep-15	99.9%	09/01/2015 - 08/31/2018	$ 317,827.00	$ 317,353.90	$ 473.10	Project completed.
FY2015-01	FEMA Hazard Mitigation Assistance Grant Program	PAG Warehouse 1 Hardening Project	FEMA Hazard Mitigation Program		100.0%	08/25/2016 - 03/31/2018	$ 75,629.00	$ 75,629.00	0	Project completed.
FY2016-01	EMW-2016-PU-00523-S01	Acquisition & Installation of Additional Cameras at Strategic Port Facilities.	FEMA Port Security Grant Program		0.0%		$ 174,849.00	$ -	$ 174,849.00	Requisition is being entered by Port Police along with market research and cost analysis.
FY2016-02	EMW-2016-PU-00523-S01	Upgrade & Refurbishment of Existing Damaged Security Light Poles at Strategic Port Locations	FEMA Port Security Grant Program		81.7%		$ 475,011.00	$ 387,867.60	$ 87,143.40	Project ongoing.
FY2017-01	EMW-2017-PU-00177-S01	Refurbishment and Hardening of Load Center Buildings Housing Prime Power Generators	FEMA Port Security Grant Program	9/18/2017	0.0%	09/01/2017 - 08/31/2020	$ 384,469.00	$ -	$ 384,469.00	Status Quo, SOW has been completed. Per Engineering Division, requisition will be entered on or before Dec. 2018.
FY2017-02	EMW-2017-PU-00177-S01	Maintenance and Sustainment Contract for Prime Power Generators	FEMA Port Security Grant Program	9/18/2017	0.0%	09/01/2017 - 08/31/2020	$ 179,550.00	$ -	$ 179,550.00	Requisition has been re-entered. Procurement working with Maintenance to complete the procurement process.
FY2017-03	EMW-2017-PU-00177-S01	US Coast Guard Multi Agency National Association of State Boating Law Administrators (NASBLA) Training for Port Police	FEMA Port Security Grant Program	9/18/2017	94.5%	09/01/2017 - 08/31/2020	$ 56,250.00	$ 53,150.00	$ 3,100.00	Project completed.
FY2018-01	EMW-2018-PU-00441-S01	Replacement CCTV System Existing Analog Cameras with Digital IP Cameras	FEMA Port Security Grant Program		0.0%	09/01/2018 - 8/30/2021	$ 160,867.00	$ -	$ 160,867.00	The PAG has submitted its FEMA-required EHP Review to the Grants Program Directorate and Program Analyst. Awaiting on FEMA release of funds
FY2018-02	EMW-2018-PU-00441-S01	IDEN Technology Redundant Interoperable Coomunications System Monthly Service	FEMA Port Security Grant Program		0.0%	09/01/2018 - 8/30/2021	$94,944.00	$ -	$ 94,944.00	The PAG has submitted its FEMA-required EHP Review to the Grants Program Directorate and Program Analyst. Awaiting on FEMA release of funds
FY2018-03	EMW-2018-PU-00441-S01	Maintenance and Sustainment Contract for FEMA-acquired AS&E ZBV Backscatter X-Ray Van	FEMA Port Security Grant Program		0.0%	09/01/2018 - 8/30/2021	$ 195,669.00	$ -	$ 195,669.00	The PAG has submitted its FEMA-required EHP Review to the Grants Program Directorate and Program Analyst. Awaiting on FEMA release of funds
		GRAND TOTAL FOR SECURITY:			43.3%		**$ 2,293,135.00**	**$ 1,012,070.50**	**$ 1,281,064.50**	

III. MARINAS

ITEM	GRANT #	PROJECT NAME	Federal or Local Agency	Notice to Proceed	% Completed	Award Date / End Date	Award Amount	Draw Down Submitted	Remaining Balance	STATUS:
FY2014-03	F14AP00191	Renovation of the Guam Harbor of Refuge Phase 2 - A/E Design, Repairs to Mooring, Acquisition of Pump out System & Shelter/Housing	DOI/F&WS/Dept. of Ag/DAWR	Pending Approval of Revised MOU	26.1%	10/26/2013 - 9/30/2019	$ 56,484.60	$ 14,765.40	$ 41,719.20	**Grant Amount Adjusted to $56,484.60 as indicated on MOU;** Revised MOU was reviewed by PAG legal counsel. DOAg will process MOU and obtain all the necessary signatures.
FY2016-01	F16AP00261	Harbor of Refuge Moorage Repairs - Phase 3	DOI/F&WS/Dept. of Ag/DAWR	Pending Approval of Revised MOU	0.0%	11/1/2015 - 9/30/2019	$ 200,000.00	$ -	$ 200,000.00	Revised MOU was reviewed by PAG legal counsel. DOAg will process MOU and obtain all the necessary signatures.
FY2017-01	F17AP00486	Harbor of Refuge Moorage Repairs - Phase 4	DOI/F&WS/Dept. of Ag/DAWR	Pending Approval of MOU	0.0%	10/1/2017 - 9/30/2019	$ 200,000.00	$ -	$ 200,000.00	Revised MOU was reviewed by PAG legal counsel. DOAg will process MOU and obtain all the necessary signatures.
FY2016-02	F16AF00566	Agat Marina Demolition of Dock B	DOI/F&WS/Dept. of Ag/DAWR	10/11/2018	19.2%	6/1/2016 - 9/30/2018	$ 109,522.00	$ 21,011.00	$ 88,511.00	Pending $10,800.00 in reimbursement from DOAg.; NTP issued by F&WS and DOAg/DAWR on 10/11/2018; Permits being obtained at local and federal regulatory agencies by Contractor.
		GRAND TOTAL FOR MARINAS:			11.3%		**$ 566,006.60**	**$ 35,776.40**	**$ 530,230.20**	

IV. PORT POLICE HIGHWAY SAFETY

ITEM	GRANT #	PROJECT NAME	Federal or Local Agency	Notice to Proceed	% Completed	Award Date / End Date	Award Amount	Draw Down Submitted	Remaining Balance	STATUS:
FY2019-01	Project Number: PT19-03-03PPD	Port Police - Section 402 Highway Safety Funds - Operation A'dai He Hâo (Watch Out!)	Department of Public Works/Office of Highway Safety	Pending	0.0%	10/12/2018 - 9/30/2019	$ 15,000.00	$ -	$ 15,000.00	Notification of Award , 10/12/2018.
FY2018-01	18X9204029GU18	Port Police - Section 402 Highway Safety Funds - Operation A'dai He Hâo (Watch Out!)	Department of Public Works/Office of Highway Safety	4/03/2018 Travel 6/06/2018 OT, and 7/16/2018 OT	92.1%	10/1/2017 - 9/30/2018	$ 14,260.13	$ 13,139.37	$ 1,120.76	Adjusted Amount Awarded, $14,260.13; FY2018 Annual Project Report submitted to DPW OHS as part of the year end reporting requirements; Pending $7,590.42 in reimbursement from OHS.
		GRAND TOTAL FOR HIGHWAY SAFETY:			46%		**$ 29,260.13**	**$ 13,139.37**	**$ 16,120.76**	

V. OTHER - POTENTIAL FUTURE GRANTS

ITEM	POTENTIAL FUTURE GRANTS	PROJECT NAME	Federal or Local Agency	COMMENTS			PAG Estimated Cost Share/Matching	Federal Cost Share	Total Amount	STATUS:
FY2019-01	Submitted to DPW OHS	Port Police - Section 402 Highway Safety Funds - Operation A'dai He Hâo (Watch Out!)	Department of Public Works/Office of Highway Safety				$ -	$ 20,000.00	$ 20,000.00	Submitted to Department of Public Works Office of Highway Safety on April 13, 2018. Subject for review and approval.
		Potential Future Grants:					**$ -**	**$ 20,000.00**	**$ 20,000.00**	

UPDATE: November 16, 2018

PORT AUTHORITY OF GUAM
CONTRACT SUMARY UPDATE

No.	Consultant/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Term	Initial Term	Expiration After Options	Next Renewal Due Date	Annual Amount (Comments / Notes)
PROFESSIONAL SERVICES									
1	N.C. Macario & Assoc.	A/E Design and Consulting Services	RFP-016-002	Engineering	2 years with option to renew for 1 additional year	10/07/16 to 10/06/18	10/7/2019	-	Not to exceed $480,000.00
2	G4S	Implementation & Integration of TOS	RFP-013-004	IT	5 years	2014 to 2019	-	3/17/19	TO2 - $4.4Million
3	A1 - Guam WEBZ	Web Development, Hosting, Support and Maintenance Srvcs	RFP-014-006	IT	3 yrs w/ options NTE 5yr	04/03/2015 to 04/02/2018	4/2/2020	4/2/2018	Fees based on rates
4	Alan Searle	Classification Position Maintenance	RFP-014-001	HR	1 yr w/ option NTE 5 yr	06/01/14 to 05/31/15	-	5/31/2019	$73,000.00
5	AM Insurance	Insurance Coverages	GSA/PAG-020-17	Finance	5 years	10/01/2017 to 09/30/2022	9/30/2022	9/30/2018	Premium based
6	AM Insurance	Workers Compensation Coverages	GSA-001-15	Finance	1 year - 2017 to 2018	8/1/2018 to 7/31/2019 excercised option	**7/31/2019**	7/31/2019	$50,000.00
7	Matson	Matson-Technical Support Services	RFP-016-003	EQMR	Extended from 11/4/2018 to 5/4/2019, pending SAAG and PAG Approval	11/4/16 to 11/3/17	**5/4/2019**	**5/4/2019**	490,000.00
8	Bank of Guam	Banking Services	RFP-014-004	Finance	5 years	6/1/14 to 5/31/19	5/31/2020	5/31/2019	Fees based on rates
9	A/E New Port Admin Bldg	A/E Design and Consulting Services for New Port Admin Bldg.	RFP-017-001	Engineering	Reccomended by Legal Counsel to Cancel				CANCELLED due to unavailability of funds
10	IRIS, LTD	Risk Management Consultant	RFP-014-005	Finance	Expired	Pending Scope of Work			
11	OMEGA Safety	OSHA Training & Certification Services for Maritime Terminal Operations	RFP-017-003	Human Resources	3yr w/ 2- 1yr options NTE 5 years	8/13/2018 to 8/13/2021	8/13/2023	8/13/2021	Fees based on rates
12	Pacific Human Resources. Inc.	Drug Free Workplace Program	RFP-015-002	Human Resources	3 yr. w/ 2 options NTE 5 years	03/19/15 to 03/18/2018	3/18/2020	3/18/2019	Fees based on rates
13	Phillips & Bordallo	Legal Services	RFP-015-004	Corporate	1 yr w/options NTE 4 years	06/17/15 to 06/16/2016	6/16/2019	6/16/2018	Fees based on rates
14	TakeCare dba: FHP	Medical Examination Services	RFP-017-002	Human Resources	3 yr. w/ 2 options NTE 5 years	9/21/17 to 9/20/20	9/20/2022	9/20/2020	Fees based on rates
15	Pro Marine Technology	Underwater Assessment & Inspection Services	RFP-015-001	HarborMstr	2 yrs w/ 3 options NTE 5yr	07/17/15 to 07/16/2017	7/16/2020	7/17/2019	Task Order Based
16	Tristar Terminals, Inc.	M & O of F-1 Fuel Pier Facility	RFP-013-003	Engineering	5 years	04/01/14 to 03/31/19	3/31/2019	3/31/2019	Fees based on rates
17	Unitek Environmental-Guam	Environmental Consulting Services-SWPP Compliance	RFP-014-002	Engineering	1 yr w/ option NTE 5 yr	07/01/14 to 06/30/15	7/9/2019	-	Task Order Based

UPDATE: November 16, 2018

PORT AUTHORITY OF GUAM
CONTRACT SUMARY UPDATE

No.	Consultant/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Term	Initial Term	Expiration After Options	Next Renewal Due Date	Annual Amount (Comments / Notes)
18	Deloitte & Touche	Annual Independent Audit Services	RFP-018-003	Fiscal	FY18, FY19, FY20, w/ 1yr Option	FY18, FY19, FY20, w/ 1yr Option	**ONGOING BID**	Bid Opened: 9/7/2018	Negotiated Rates 11/16/2018, rates pending GM and BOD approval
19	Parsons Brinckerhoff /WSP	OAE - Owner Agent Engineer	RFP-015-003	Planning	1 yr w/ 4 options NTE 5 yrs	9/9/15 to 9/8/18 exercised options	9/8/2020	9/8/2019	$2.58mil
20	Nick Captain and Assoc.	Appraisal Consulting Services	RFP-016-001	Commercial	3yrs w/2 options NTE 5yrs	4/13/16 to 4/12/19	4/12/2021	4/12/2019	Task Order Based

CONSTRUCTION CONTRACTS

No.	Consultant/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Term	Initial Term	Expiration After Options	Next Renewal Due Date	Annual Amount (Comments / Notes)
1	ProPacific Builders Corp.	CIP/Safety/Stevedore Demolition and Renovation	IFB CIP-017-001	CIP	182 calendar days	COMPLETED			$349,000.00
2	Korando Corporation	Concrete Asphalt Pavement and Fire Hydrant Repairs	IFB-CIP-17-002	CIP	240 calendar days	ONGOING - Project commenced: 9/4/18			$2.7 Mil
3	BBR Micronesia Corp	Removal/Supply & Installation of 3 Roll up Doors & 2 side entrance doors	IFB-CIP-17-003	CIP	180 calendar days	COMPLETED			$111,900.00
4	Canton Construction	Agat Marina Demolition and Removal of Dock "B"	IFB-CIP-018-001	CIP	Approx 240 days; 120 days for Environmental Assessment, 120 days Demo & Removal	Notice To Proceed by CIP pending DPW permit			$48,678.00
5	ProPacific Builders Corp.	Design/Build to Supply & Install 8,000 Gal. Double Wall Fuel Tank w/ Fuel Dispenser & Appurtenances	IFB-CIP-018-002	CIP	182 Calendar days up	ONGOING - Project commencement: 7/16/18			$272,000.00
6	AYM International	Trench Drain Repairs and Upgrade	IFB-CIP-018-003	CIP	182 Calendar Days	Contract Executed: 8/23/18 pending addt'l docs for PO printing, NTP TBA			$456,759.30
7	Jones & Guerrero	Steel Poles and Solar LED Lighting Installation	IFB-CIP-018-004	CIP	243 Calendar Days	ONGOING - Project commencement: 9/10/18			$336,561.02

Port Authority of Guam
Capital Improvement Projects
Engineering Division

As of November 16, 2018 — Summary Status — Fact Sheet No. 75

Project:	**Marine SLE Project, Wharf Repairs**
Project No.:	IFB No. PAG-CIP-014-005
Project Amount:	$4,541,635.00
Funding Source:	Port Authority
Contractor:	BME & Sons, Inc.
Construction Manager:	EMPSCO & Port Engineering/CIP Division
Notice to Proceed:	January 5, 2015
Project Completion:	May 17, 2016
Work Status:	Project completed. Contractor disputing Change Order No. 6. Pending status on Contractor and PAG Management.

Project:	**Container Yard Asphalt , Concrete Pavement and Fire Hydrant Valve Repairs**
Project No.:	IFB No. PAG-CIP-017-002
Project Amount:	$2,770,379.98
Funding Source:	Port Authority - FMF
Contractor:	Korando Corporation
Construction Manager:	PAG Engineering
Notice to Proceed:	September 4,2018
Project Completion:	240 Calendar days
Work Status:	As per November 9, 2018 Asphalt concrete pavement was completed at area "N" and area "O". Percentage of work accomplished as of November 10, 2018 is 20%. Korando Corporation continue working at area "N" for filling and compaction of base material and pre-drill of rebar anchorage for concrete pavement repair between A113 and A114, grinding of concrete crack in preparation for repair between A112 and A113 for inspection November 19, 2018.

Project:	**A/E Design Consultant Services**
Project No.:	RFP No. PAG-016-002
Project Amount:	IDIQ Contract
Funding Source:	Port Authority
A/E Consultant:	N.C. Macario & Associates
Construction Manager:	N.C. Macario & Associates
Notice to Proceed:	Sept. 30, 2016
Project Completion:	Sept. 29, 2018 w/ 1 year option to extend from PAG
Work Status:	PAG currently working on Task Order No. 3 for CM Management for Cont. Yard Concrete/Asphalt Pavement and Fire Hydrant Repair. Procurement routing to extend contract for 1 yr. As of Sept. 25-Oct. 20, 2018 N.C. Macario continue monitor and inspection of the Container Yard Asphalt /Concrete and Fire Hydrant Repairs. T.O. No. 4 is being routed for signature for the Construction Management of the Cont. Yard Trench Drain Repair Project.

Port Authority of Guam
Capital Improvement Projects
Engineering Division
Summary Status

As of November 16, 2018

Fact Sheet No. 75

Project:	**Container Yard Trench Drain Repair**
Project No.:	IFB No. PAG-CIP-017-003
Project Amount:	$456,759.00
Funding Source:	Port Authority
Contractor:	AYM Construction
A/E Consultant:	N.C. Macario & Associates
Construction Manager:	N.C. Macario & Associates
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Procurement issued P.O. and Contract to AYM. To date, DPW issued the building permit to AYM construction. Notice to Proceed is scheduled on November 26, 2018.

Project:	**Supply and Install coin operated Pressure Washer in Agana Marina**
Project No.:	RFQ
Project Amount:	$35,981.93
Funding Source:	Port Authority of Guam
Contractor:	IAN Const. Corp.
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	June 1, 2018
Project Completion:	October 31, 2018
Work Status:	Final invoice routing for GM signature. Project was completed 100% October 11, 2018.

Project:	**Supply and Install 4 ea. 40ft Pole with LED Light and 12 Ea. 20ft. Alum. Pole with Solar Light at Port various location**
Project No.:	Request for Quotation
Project Amount:	$336,561.02
Funding Source:	PAG and Port Security Grant Program (Federal) 2016
Contractor:	J & G Construction
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	September 10, 2018
Project Completion:	May 31, 2019
Work Status:	Contractor is working on Final Drawing submittal. Awaits Final Drawing for PAG signatures.

Project:	**Design Build to Supply and Install New 8,000 Gals. Double Wall Fuel Tank with Fuel dispenser and Complete Appurtenances**
Project No.:	IFB-PAG-CIP-018-002
Project Amount:	$272,109.68
Funding Source:	FMF
Contractor:	Pro Pacific Corporation
Construction Manager:	PAG Engineering/CIP Division

Notice to Proceed:	July 16, 2018
Project Completion:	January 4, 2019
Work Status:	On November 13, 2018 the application form was finally cleared by GEPA and now is with DPW for final review and comments.

Project:	**Harbor of Refuge Pump Station and Installation of Waste Water Injector Pump**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	Dept. of Agriculture Fish and Wild Life Boating Grant
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Awaits MOU approval from Attorney General and Governor.

Project:	**Harbor of Refuge Installation of Mooring Blocks**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	Dept. of Agriculture Fish and Wild Life Boating Grant
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Awaits MOU approval from Attorney General and Governor.

Project:	**Demolition of Dock "B" in AGAT Marina**
Project No.:	IFB-PAG-CIP-018-001
Project Amount:	$48,678.00
Funding Source:	Dept. of Agriculture Fish and Wild Life
Contractor:	Canton Construction Corporation
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	No activity at this time. As of November 12, 2018 PAG Engineering working for Change Order No.1 for A/E Demolition Plan and signed by Professional Engineers as per PEALS Board requirement for the clearance of the permit.

Project:	**Repair of Mobil Pipeline Concrete Pipe Support and Repainting of All Fuel Pipeline Gate Valves, Flanges, Bolts and Nuts**
Project No.:	TBD
Project Amount:	$50,325.00
Funding Source:	PAG Engineering/CIP Division
Contractor:	IAN Corporation
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	September 24, 2018
Project Completion:	January 31, 2019
Work Status:	Material Submittals was approved and IAN Corporation Mobilization is scheduled on November 26, 2018 along route 11 land side.

Project:	**Rehabilitation of H-Wharf and Access Road**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	PAG Engineering/CIP Division
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Project Kick-off meeting was conducted with WSP and PAG Team on September 17, 2018. As of October 2018 WSP to work on environmental issues.

Project:	**Golf Pier Repair**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	PAG Engineering/CIP Division
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Project Kick-off meeting was conducted with WSP and PAG Team on September 18, 2018. As of October 2018 WSP developing an A/E Bid Documents.

Project:	**EQMR & Warehouse I Building**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	PAG Engineering/CIP Division

Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Project Kick-off meeting was conducted with WSP and PAG Team on September 18, 2018. As of October 2018 WSP developing an A/E Bid Documents.

Project:	**Waterline Replacement and Relocation**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	PAG Engineering/CIP Division
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Project Kick-off meeting was conducted with WSP and PAG Team on September 18, 2018. As of October 2018 WSP developing an A/E Bid Documents.

Project:	**New Admin Building Construction**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	PAG Engineering/CIP Division
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Project Kick-off meeting was conducted with WSP and PAG Team on September 17, 2018. As of October 2018 WSP developing an A/E Bid Documents.

Project:	**Repainting CMU Wall , Gate Booth 1, 2, and 3 and Container Yard Barbed wire replacement**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	Marad
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Scope of work has been completed. Procurement to advertise IFB.

Port Authority of Guam
Capital Improvement Projects
Engineering Division
As of November 16, 2018 Summary Status Fact Sheet No. 75

Project:	**Modification of Primary Feeder line of Pump House Building to Secondary feeder line panel.**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	Marad
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Procurement issued a request for quotation to the Contractors. PAG Engineering revised scope of work for new quotation.

Project:	**Remove and Replace Thermoplastic Paint in Cont. Yard Area U, V and W.**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	Marad
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	PAG Engineering Developing SOW.

BOARD OF DIRECTORS
Francisco G. Santos, Chairman
Oscar A. Calvo, Vice Chairman
Melanie R. Mendiola, Board Secretary
Maria D.R. Taitano, Member
Nathan T. Taimanglo, Member

PORT OF GUAM

Resolution No. 2018-13

RELATIVE TO THE DESIGNATION OF SIGNATORIES FOR THE PORT AUTHORITY OF GUAM

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PORT AUTHORITY OF GUAM:

WHEREAS, the Port Authority of Guam's management personnel have recently changed; and

WHEREAS, the Port Authority of Guam (PAG) recognizes the need to implement internal controls over check signing and to update instructions to depositories so that there is a clear understanding regarding the Authority's check signing authority; and

WHEREAS, to ensure that the day-to-day operations of the Port Authority of Guam continue without disruption, management personnel must be able to access the Authority's accounts; now therefore be it

RESOLVED, that the following listed management personnel of the Port Authority of Guam are authorized, on behalf of the Authority, to sign bank checks and drafts for the withdrawal and/or transfer of funds, drawn on all financial institutions containing monies of the Authority, and to endorse and accept checks, drafts, notes, and other paper payable to and by this Authority:

Name of Employee	Position Title
1. **Joanne M.S. Brown**	**General Manager**
2. **John B. Santos**	**Acting Deputy General Manager (Operations) / Operations Manager**
3. **Felixberto Alfred B. Duenas**	**Deputy General Manager (Admin/Finance)**
4. **Joann B. Conway**	**General Accounting Supervisor**

and be it further

RESOLVED, that the General Account checks written for $100,000 or less shall be signed by any two signatories from either the General Manager, Deputy General Manager (Admin/Finance), Deputy General Manager (Operations) or General Accounting Supervisor; and be it further

RESOLVED, that the checks over $100,000, the order established for manual signing will be the Deputy General Manager (Admin/Finance) as the first signatory, and the General Manager as the second signatory. In the absence of the Deputy General Manager (Admin/Finance), the General Accounting Supervisor will be the first signatory. In the absence of the General Manager, the Deputy General Manager (Operations) will be the second signatory; and be it further

RESOLVED, that payroll checks $10,000 or less will be signed by the Financial Affairs Controller. In his/her absence, the alternates would be the General Accounting Supervisor, Deputy General Manager (Admin/Finance), Deputy General Manager (Operations), or General Manager. Payroll checks over $10,000 will be manually signed by the General Manager; and be it further

RESOLVED, that the Secretary of the Board of Directors shall certify to said financial institutions licensed to do business on Guam and in conformance with all territorial banking laws and rules and regulations of the Port Authority of Guam the names of the above listed persons presently holding the office or position above stated, and from time to time shall immediately certify to said financial institutions any changes in the same; and be it further

RESOLVED, that the Secretary is authorized and directed to deliver a certified copy of this resolution to the financial institutions; and be it further

RESOLVED, that this resolution supersedes any previous resolutions concerning the administration of the Port Authority of Guam's financial accounts.

PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF DIRECTORS THIS 20th DAY OF NOVEMBER, 2018.

FRANCISCO G. SANTOS
CHAIRMAN, BOARD OF DIRECTORS
PORT AUTHORITY OF GUAM

MELANIE R. MENDIOLA
SECRETARY, BOARD OF DIRECTORS
PORT AUTHORITY OF GUAM

PORT AUTHORITY OF GUAM * GOVERNMENT OF GUAM

Doc. No. 34GL-18-2587.*

PORT OF GUAM
ATURIDAT I PUETTON GUAHAN
Jose D. Leon Guerrero Commercial Port
1026 Cabras Highway, Suite 201, Piti, Guam 96925
Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445
Website: *www.portguam.com*

Eddie Baza Calvo
Governor of Guam
Ray Tenorio
Lieutenant Governor

November 20, 2018

MEMORANDUM

TO: Board of Directors

FROM: General Manager

SUBJECT: Conversion of Position – Human Resources Division

It is requested that the Personnel Specialist III position be converted to a Personnel Specialist IV. This position is integral to maintaining consistency and productivity in this division.

The funding for the remainder of the fiscal year 2018 estimates to $14,618.00 which will be funded through the lapse funds of vacated positions.

I am available should you have any questions.

JOANNE M.S. BROWN

Port of Guam, Jose D. Leon Guerrero Commercial Port is an Equal Employment Opportunity Employer.
Complaints of discrimination should be sent to the Human Resources Division.

Port Authority of Guam
Board of Directors Regular Meeting
November 16, 2018

Executive Summary

Request for Proposal PAG-018-003
Independent Auditing Services

PURPOSE: Request the Board of Directors to approve the contract award to Deloitte & Touche, LLP pursuant to RFP-018-003 to provide Auditing Services for the Port Authority of Guam (PAG).

BACKGROUND:
On Wednesday, August 15, 2018, a Request for Proposal (RFP) was issued to solicit qualified companies/firms to provide professional services for the Independent Audit Services at the Port Authority of Guam by advertising a public notice through the Guam Daily Post and the Office of the Public Auditor (OPA) website. The deadline to submit for the proposals was on November 7, 2018. Five (5) firms have showed interest by registering and downloading the package on the OPA website. Three (3) firms officially submitted their response to the RFP.

The bid opening was on Friday, November 7, 2018. After the opening of all the bid submittals along with their sealed proposals and determining that all Offerors were responsible, the proposals were distributed and evaluated by the evaluation committee. The results of the evaluation committee revealed Deloitte & Touche, LLP as the highest ranked offeror and most qualified. The evaluation process was under the guidance and in collaboration with the OPA and The PAG Evaluation Committee.

As part of the RFP procurement process, a letter of Notice of Intent to Award was sent on Tuesday, October 16, 2018, and then formed a Cost Negotiation Committee to open Deloitte & Touche, LLP sealed proposals to begin the cost negotiation proceedings.

The first cost negotiation began on Friday, October 26, 2018 and proceeding to open Deloitte sealed proposal. To effectuate this contract, a letter dated November 7, 2018 as the initial 1st counter offer from the Port. Mr. Lee Vensel, Partner from Deloitte & Touche, LLP responded on November 6, 2018, countering the Port. After various meetings with the Cost Negotiation Committee and Procurement, a teleconference meeting between the offeror and the Port was held on November 15, 2018. Subsequent to the final negotiations meeting, a letter was sent to Deloitte on November 16, 2018.

On November 16, 2018 Deloitte & Touche, LLP officially accepted the Port's Final Counter Offer. ***Both parties have come to a fair and reasonable negotiation.***

LEGAL REVIEW:
Upon the General Manager's and Board of Directors approval of negotiated rates a draft contract will be sent to the Port's SAAG for contract approval as to form.

FINANCIAL REVIEW:
Funding for the contract is made possible through the Operations and Maintenance General Funds.

RECOMMENDATION:
Management request the Board of Directors' motion to approve the award for the Annual Independent Auditing Services contract in the amount of **$45,000.00 for FY2018, and $49,000.00 for FY2019 & FY2020, respectively** to Deloitte & Touche, LLP. Deloitte & Touche, LLP has been determined to have met all the requirements set forth in the RFP and is consistent with the Guam Procurement Regulations.

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Eddie Baza Calvo
Governor of Guam
Ray Tenorio
Lieutenant Governor

November 16, 2018

MEMORANDUM

TO: Board of Directors

FROM: General Manager

SUBJECT: Ratification of Travel – Cyber Analysis Seminar

The US Department of Homeland Security held a Cyber Analysis Seminar on August 13-17, 2018 at the Argonne National Laboratory, Lemont, Illinois. The seminar provided technical basics on cyber threats, vulnerabilities, exploitation, and investigative tactics, and also focused on how to use and apply those tools and skills in the process of developing analytic products.

The Port Authority has contracted with Data Management Resources that works closely with the Port's IT Division to establish a cyber security system that would safeguard the Port from cyber threats and vulnerabilities. In this sense, port participation to the Cyber Analysis Seminar was critical to allow for port personnel the opportunity to better understand the technical basics associated with cyber issues, its potential impacts or vulnerabilities.

Board ratification is being requested on port participation, specifically Computer Operator Specialist Jacob Paunte, in having attended the Cyber Analysis Seminar on August 13-17, 2018. ***The seminar is 100% federally funded.***

I am available should you have any questions.

/s/ JOANNE M.S. BROWN