Speaker's Office <speaker@guamlegislature.org>

MC Fwd: PAG Board Meeting Material February 2019
1 message

Speaker's Office <speaker@guamlegislature.org>
To: Clerks Office <clerks@guamlegislature.org>
Cc: Rennae Meno <rennae@guamlegislature.org>
Bcc: Tina Muna Barnes <tinamunabarnes@gmail.com>

Wed, Feb 13, 2019 at 2:41 PM

02-13-19	2:40 PM	02-13-19	Port Authority of Guam Board of Directors, February 12, 2019 board meeting materials *	Port Authority of Guam	35GL-19-0142

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From: Marge Duenas <mduenas@portguam.com>
Date: Wed, Feb 13, 2019 at 1:10 PM
Subject: PAG Board Meeting Material February 2019
To: <speaker@guamlegislature.org>

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, February 12, 2019 board meeting materials.

Regards – Marge

35GL-19-0142
Speaker Tina Rose Muña Barnes

FEB 13 2019
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OFFICE OF SPEAKER TINA ROSE MUÑA BARNES
I Mina'trentai Singko na Liheslaturan Guahan
35th Guam Legislature
Guam Congress Building | 163 Chalan Santo Papa | Hagatña, GU 96910
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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*

Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

REGULAR MEETING OF THE BOARD OF DIRECTORS
Jose D. Leon Guerrero Commercial Port
Tuesday, February 12, 2019
Port Board Conference Room, Piti
11:45 a.m.

A G E N D A

I. CALL TO ORDER

II. ELECTION OF OFFICERS

III. APPROVAL OF MINUTES
1. January 8, 2019 – Regular Board Meeting

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

V. GENERAL MANAGER'S REPORT (deferred to Old/New Business Items)

VI. OLD BUSINESS
1. Creation of Position – Port Attorney
2. RFP for Specialized Legal Services
3. Finance Division – Organizational Chart
4. Board Resolution No. 2018-06 PMC for Gantry Cranes

VII. NEW BUSINESS
1. Guam Federation of Teachers – Union Contract
2. Amendment to Management Agreement – Area A
3. Board Policy Memorandum No. 2014-01 Credit Card Policy
4. Budget Transfer Authority
5. Conversion of FTEs and Funding Transfer
6. Authorization for Conversion/Transfer of FTEs
7. USCG Academy Tide Rips
8. Travel Authorization Request:
   a. AAPA Spring Conference, March 19-21, 2019 & MARAD/FEMA Meeting March 22-23, 2019, Washington, DC
   b. EMI E0705 Fundamentals of Grants Management, March 11-14, 2019, Emmitsburg, Maryland
   c. Seatrade Cruise Global, April 8-11, 2019, Miami Beach, Florida

VIII. EXECUTIVE SESSION – *Pursuant to 5 GCA, Section 8111(c)*
1. Superior Court Civil Case No. CV0482-18 BME & Sons
2. Superior Court Civil Case No. CV1114-18 Guam Shipyard
3. Superior Court Civil Case No. CV1170-12 Guam YTK
4. Superior Court SP Case No. SP0125-13 Jose B. Guevara III
5. Personnel Matters

IX. 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.
Doc. No. 35GL-19-0142.

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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS Tuesday, January 8, 2019

I. CALL TO ORDER

There being a quorum, the regular meeting of the Board of Directors was called to order at 11:45 a.m., Tuesday, January 8, 2019. Present at the meeting were:

Francisco G. Santos, Chairman
Oscar A. Calvo, Vice Chairman
Melanie R. Mendiola, Board Secretary
Maria D.R. Taitano, Member
Nathan T. Taimanglo, Member *(Telephonic Participation)*
Mr. John B. Santos, Acting Deputy General Manager, Operations
Atty. Michael Phillips, Legal Counsel
Atty. Darleen Hiton, Co-Counsel

Also present was Dominic Muna, Rory Respicio, Connie Jo Shinohara, AM Insurance-AnnMarie Muna, Tricia Granillo, Angelica Perez and Port Management staff.

II. APPROVAL OF MINUTES

a. **December 27, 2018 – Regular Board Meeting:** Director Taitano made motion to approve the minutes of December 27, 2018 subject to correction. The motion was seconded by the Vice Chairman and was unanimously passed.

III. PUBLIC COMMENTS

a. **Public Comments:** None.

b. **Employee Comments:** None.

c. **PAGGMA Association:** PAGGMA President Steven Muna mentioned that the association is prepping for two events: Matson Adahi I Tano Program and the Super Bowl LII. Also, the association is closing out its financials of 2018 and will advertise its yearend financial report in a newspaper of general circulation.

IV. GENERAL MANAGER'S REPORT

There were no General Manager's report made.

V. OLD BUSINESS

1. **ATOSSCOM Executive Meeting:** Mr. John B. Santos, Acting Deputy General Manager of Operations mentioned that the Board at its previous meeting approved travel for one participant to attend the ATOSSCOM Executive Meeting on February 18-22, 2019 held in Pohnpei. Request is being made for the incoming General Manager to attend as well. Director Taitano made motion to approve the travel authorization for the incoming General Manager to attend the ATOSSCOM Executive Meeting as presented, seconded by Director Mendiola. Motion was unanimously approved.

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

VI. NEW BUSINESS

1. **Appointment of General Manager**
2. **Appointment of Deputy General Managers**

Without objections, the members agreed to entertain Items 1 and 2 of new business simultaneously. Director Mendiola made motion that effective January 8, 2019 Mr. Rory J. Respicio is hereby appointed as General Manager for the Jose D. Leon Guerrero Commercial Port and is vested with full authority to ensure the maintenance, operations and development of the Port's administration and business affairs are carried out and executed. And that Mrs. Connie Jo Shinohara is hereby appointed as Deputy General Manager as well as Mr. Dominic G. Muna is hereby appointed as Deputy General Manager. The distinction is that Mrs. Shinohara is the DGM for Administration/Finance and Mr. Muna is DGM for Operations. It is further moved that in accordance with Section 10111(c) of Title 12, Guam Code Annotated, Chapter 10, Port's Enabling Act, the compensation for the General Manager will be at Pay Grade RR-8B and/or equivalent to the former General Manager and Deputy General Managers will be at Pay Grade QQ-4C and/or equivalent to the former Deputy General Manager. Motion was seconded by Director Taimanglo and was unanimously approved.

The members and everyone present welcomed the new General Manager and Deputy General Managers. The General Manager thanked everyone for the warm welcome. He mentioned that he and the DGM's are here at the Port to do the best job possible and in doing so, hopefully build the credibility and trust of the port employees. The General Manager said the Port is a well organized organization and that he and the DGMs will work hard to gain the trust of this Board and port employees as well as fulfill the mandates of local law, rules and regulations. Mr. Muna expressed the same sentiments. He took this opportunity to disclose two matters before the Board: 1) has a brother that works at the Port Authority in the Procurement division and will refrain from supervising him; 2) has a close family relationship with the Port's insurance carrier that is AM Insurance and will partake in the insurance discussions, but the final

decision will rest with the General Manager or Deputy General Manager of Admin/Finance. Mrs. Shinohara thanked everyone for the vote of confidence and is very excited to be part of the Port Authority family.

3. **Board Policy Memorandum No. 2007-005 Check Signing Policy**
4. **Resolution No. 2019-01 Designation of Signatories**

As Items 3 and 4 of new business were related matters, there were no objections to address both items simultaneously. Director Taitano made motion to approve Board Policy Memorandum No. 2007-005 Check Signing Policy as revised this date of January 8, 2019 as well as Resolution No. 2019-01 relative to the signatories for the Jose D. Leon Guerrero Commercial Port. Motion was seconded by Director Mendiola and was unanimously approved.

5. **AM Insurance:** The General Manager mentioned that during the transition of the Administration, he had an opportunity to be familiar with ongoing matters of the Port, one of which is the AM Insurance. He understands that due to market conditions in the insurance industry had affected the increase in premium rates and that payment on the premium increase has yet to be made. He further understands that the then-management and AM Insurance were in correspondence on this issue since October 2018. AM Insurance in its letter of December 2018 had advised the Port that it will cancel the Port's insurance coverage if the increase in premium payment in the amount of $219,910.01 is not received. After having knowledge of this fact and in discussions with AM Insurance, AM Insurance agreed to continue with the Port's policy insurance coverage and to allow the incoming management an opportunity to present this matter to the Board. He requested for Board approval of said amount. The Vice Chairman mentioned that he does not recall this matter being addressed before the Board and expressed concern on the amount being requested. The General Manager clarified that the FY2019 approved budget for insurance coverage is $2.5M, so of the $219K plus balance owed to AM Insurance the balance requiring Board approval is $32,091.20 through funds allocated from the new telephone system. After discussion, Director Mendiola commented that based on the memorandum presented to the Board indicates that the increase in premium rates was due to the overall actuarial risk as well as the increase in the asset value of the Port that needs to be insured. Without further discussion, Director Mendiola made motion to approve $32,091.20 from the new telephone system to pay for the increase in premium balance to AM Insurance, seconded by Director Taitano. Motion was unanimously approved.

6. **Creation of In-House Legal Counsel & Procurement Solicitation of Maritime Legal Services:** The General Manager requested for Board approval in the creation of in-house staff attorney and to procure maritime legal services. The Vice Chairman pointed out that the current legal counsel's contract expires in June 2019. He expressed that there are pending cases of the Port and it would not be prudent for this Board to take any action at this time. He suggested that this item be tabled. Director Taitano agreed and commented that what is being asked of the Board is a huge operational change and for management to suggest an immediate change in Port legal representation given the level of cases of the Port is not appropriate. She expressed that it is her fiduciary responsibility on this Board to do what is right and encouraged management to first meet with legal counsel to understand where the Port stands with its legal

matters. The General Manager mentioned that he may have presented the request incorrectly and clarified that the intent is not to immediately cease services of the Port's legal counsel, but rather request the Board to authorize management to proceed in the following: 1) the creation of an in-house staff attorney which will take several months before the position is filled because of the disclosure requirements; and 2) issue a request for proposal for a specialized maritime services which does not mean it will terminate the Port's existing legal counsel contract. He said that he values the work of the Port's counsel; however, he pointed out that given the expiry of the legal contract approaching, management would need to begin the process of acquiring legal services. Director Taitano expressed appreciation for the clarification. After some discussion, Director Mendiola made motion to authorize management to create in-house staff attorney and procurement solicitation of maritime legal services, seconded by Director Taimanglo. Motion was unanimously approved.

7. **Travel Authorization Request:**

a. **CNMI Inauguration, January 4, 2019, CNMI:** The General Manager requested Board approval to attend the CNMI Inauguration. He mentioned that an invitation was received from CNMI Governor Ralph Torres to attend and that port participation also presents commitment to a continued partnership and relationship with CNMI Port Authority. Director Taitano made motion to approve the travel authorization request for Port General Manager to attend the CNMI Inauguration scheduled for January 4, 2019 to be held at CNMI. The motion was seconded by Director Mendiola and was unanimously approved.

Board Member Melanie Mendiola

At this time, Director Mendiola announced her resignation as a Board of Director of the Port Authority of Guam effective today as she has been designated to be the Administrator for the Guam Economic Development Authority. She expressed an appreciation during her tenure on the Port Board. The Board and everyone present thanked Director Mendiola also and wished her well with GEDA.

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 12:15 p.m. The motion was unanimously passed.

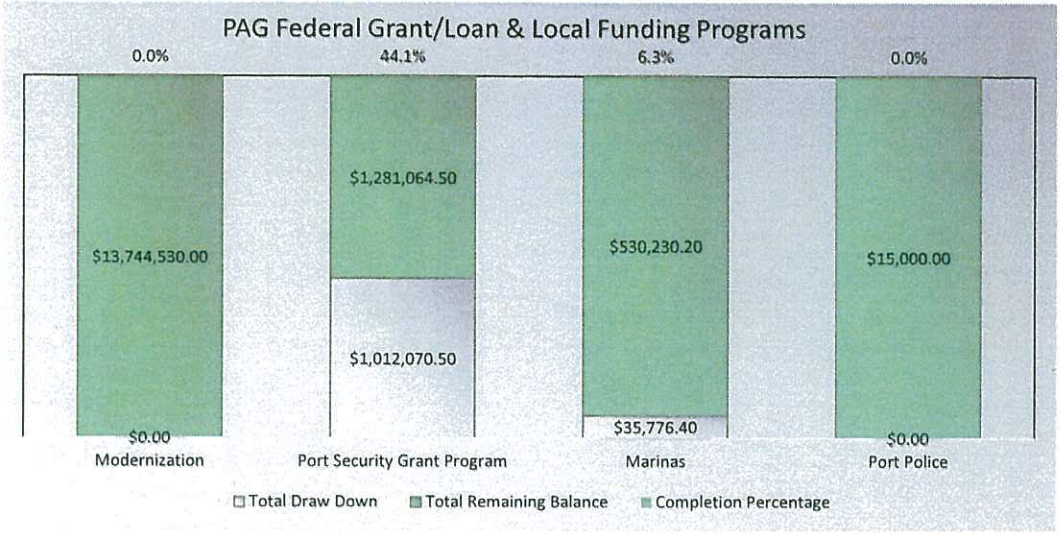
MELANIE R. MENDIOLA, Board Secretary
Board of Directors

APPROVED BY:

FRANCISCO G. SANTOS, Chairman
Board of Directors

PORT AUTHORITY OF GUAM * GOVERNMENT OF GUAM *

FY 2019 Port Modernization Plan
Grant Strategy - Monthly Update
As of February 8, 2019



Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	Status
Modernization	**$13,744,530.00**	**$0.00**	**$13,744,530.00**	
DTMA91G1600007 - Rehabilitation of "H" Wharf	$10,000,000.00	$0.00	$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.
GR882-18-01 - Owner's Agent Engineer Support Services	$900,000.00	$0.00	$900,000.00	TO 7 work is ongoing.
Port Enterprise Fund - 1. Guam Commercial Port Improvement Program COMPLETE 2. Port of Guam Construction Deficiencies and Equipment Purchases	$2,844,530.00	$0.00	$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.
Port Security Grant Program	**$2,293,135.00**	**$1,012,070.50**	**$1,281,064.50**	
EMW-2015-PU-00261 - Maintenance and Sustainment Contract for the Port Command Center Port-Wide CCTV and Access Control Systems	$178,070.00	$178,070.00	$0.00	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.
EMW-2015-PU-00261 - Upgrade and Refurbishment of Existing Damaged Security Light Poles and Fixtures at Strategic Port Locations	$317,827.00	$317,353.90	$473.10	Project completed.
EMW-2016-PU-00523-S01 - Acquisition & Installation of Additional Cameras at Strategic Port Facilities.	$174,849.00	$0.00	$174,849.00	Requisition is being entered by Port Police along with market research and cost analysis.

Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	Status
EMW-2016-PU-00523-S01 - Upgrade & Refurbishment of Existing Damaged Security Light Poles at Strategic Port Locations	$475,011.00	$387,867.60	$87,143.40	Project ongoing.
EMW-2017-PU-00177-S01 - Maintenance and Sustainment Contract for Prime Power Generators	$179,550.00	$0.00	$179,550.00	Requisition has been re-entered. Procurement working with Maintenance to complete the procurement process.
EMW-2017-PU-00177-S01 - Refurbishment and Hardening of Load Center Buildings Housing Prime Power Generators	$384,469.00	$0.00	$384,469.00	Status Quo, SOW has been completed. Per Engineering Division, requisition will be entered on or before Dec. 2018.
EMW-2017-PU-00177-S01 - US Coast Guard Multi Agency National Association of State Boating Law Administrators (NASBLA) Training for Port Police	$56,250.00	$53,150.00	$3,100.00	Project completed.
EMW-2018-PU-00441-S01 - IDEN Technology Redundant Interoperable Coomunications System Monthly Service	$94,944.00	$0.00	$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
EMW-2018-PU-00441-S01 - Maintenance and Sustainment Contract for FEMA-acquired AS&E ZBV Backscatter X-Ray Van	$195,669.00	$0.00	$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
EMW-2018-PU-00441-S01 - Replacement CCTV System Existing Analog Cameras with Digital IP Cameras	$160,867.00	$0.00	$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
FEMA Hazard Mitigation Assistance Grant Program - PAG Warehouse 1 Hardening Project	$75,629.00	$75,629.00	$0.00	Project completed.
Marinas	**$566,006.60**	**$35,776.40**	**$530,230.20**	
F14AP00191 - Renovation of the Guam Harbor of Refuge Phase 2 - A/E Design, Repairs to Mooring, Acquisition of Pump out System & Shelter/Housing	$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.
F16AF00566 - Agat Marina Demolition of Dock B	$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.
F16AP00261 - Harbor of Refuge Moorage Repairs - Phase 3	$200,000.00	$0.00	$200,000.00	Revised MOU was reviewed by PAG legal counsel. DOAg will process MOU and obtain all the necessary signatures.
F17AP00486 - Harbor of Refuge Moorage Repairs - Phase 4	$200,000.00	$0.00	$200,000.00	Revised MOU was reviewed by PAG legal counsel. DOAg will process MOU and obtain all the necessary signatures.
Port Police	**$15,000.00**	**$0.00**	**$15,000.00**	
Project Number: PT19-03-03PPD - Port Police - Section 402 Highway Safety Funds - Operation A'dai He Hâo (Watch Out!)	$15,000.00	$0.00	$15,000.00	Pending Notification to Proceed (NTP) from OHS.
Grand Total	**$16,618,671.60**	**$1,047,846.90**	**$15,570,824.70**	

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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
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FINANCE-YTD- November 2018

Financial Highlights

Income Statement

Balance Sheet

Accounts Receivable Aging Summary Report

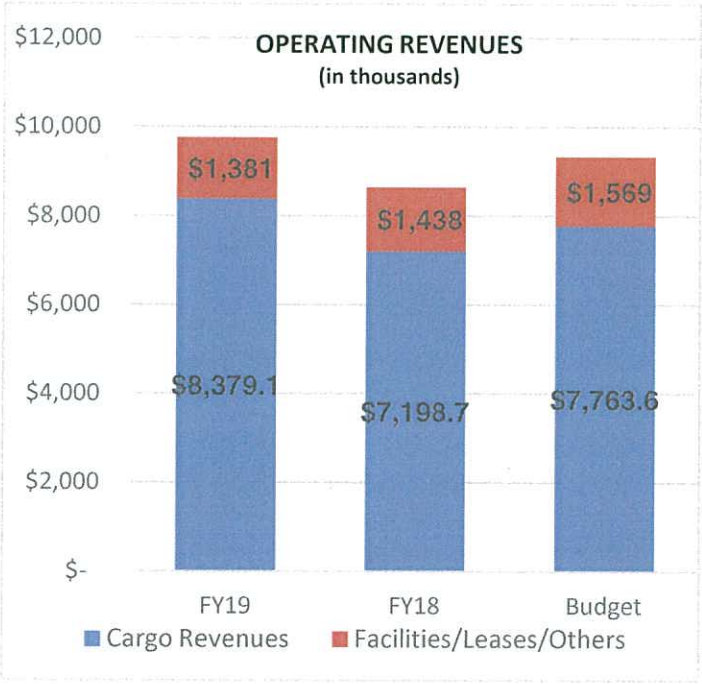
Accounts Payable Summary

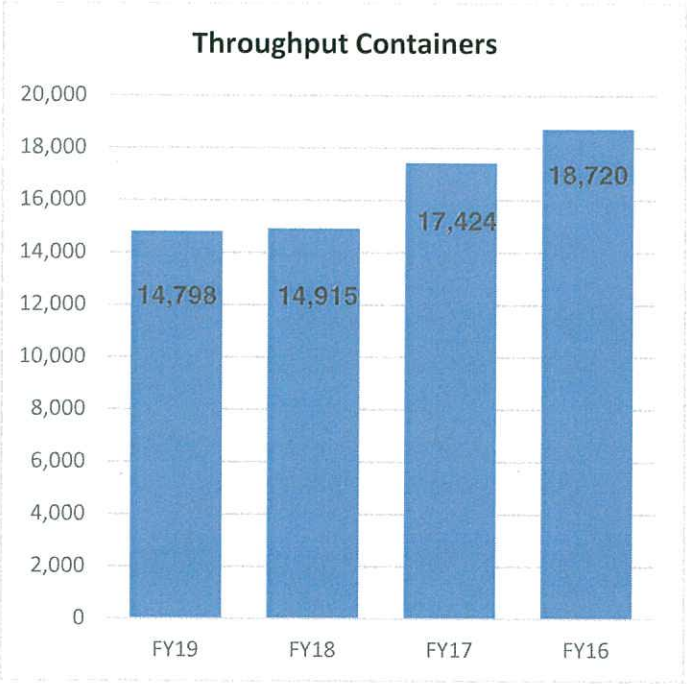
Budget Lift/Transfer Monthly Activities

Crane Surcharge Income Statement

Financial Highlights – YTD November FY2019

Operating Performance:





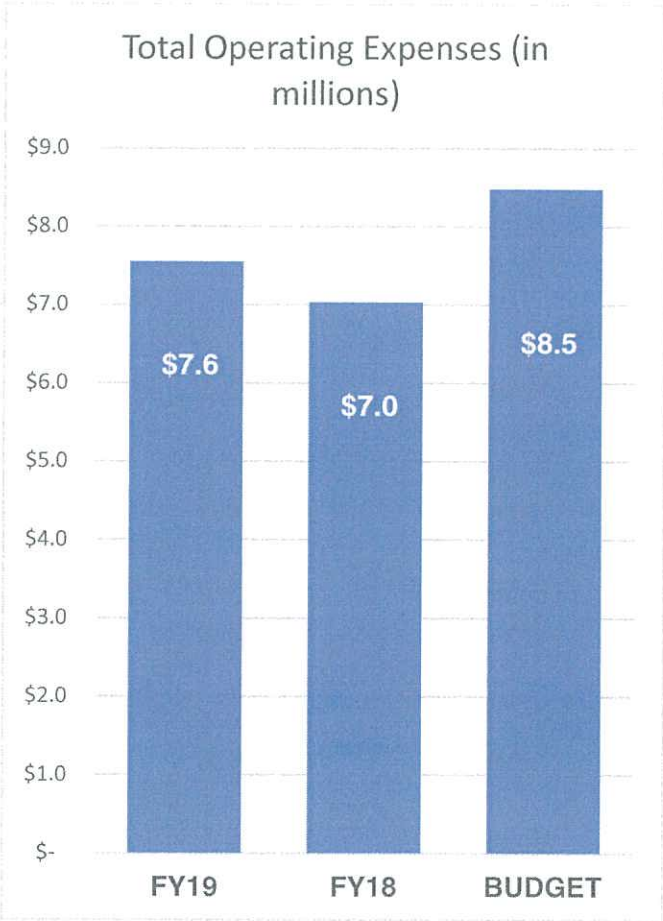
Total Operating Revenues as of November 2018 was $9.8 million, which consist of $8.4 million in cargo revenues and $1.4 million in Facilities, Leases, and Other Services.

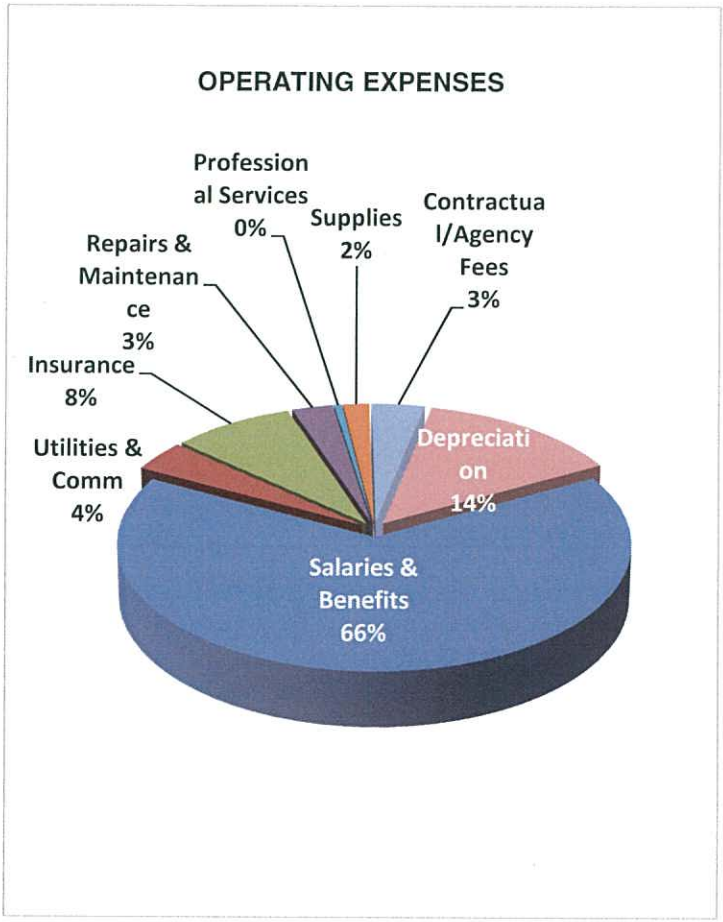
FY18 YTD cargo revenue is 16% higher than last year's total ($7.2 mil) and 8% higher than Budget ($7.8 mil).

FY18 YTD Facilities, Leases, and Other Services is 4% lower than last year's total ($1.4 mil) and 12% lower than budget ($1.6 mil).

Overall Operating Revenues as of November is 5% higher than Budget ($9.3 mil) and 13% higher than last year's year to date November ($8.6 mil).

Total number of containers handled as of November 2018 was 14,798 which is 1% lower compared to last year November 2017 total. **Compared to November of FY16 the number of containers handled decreased by 21%.**



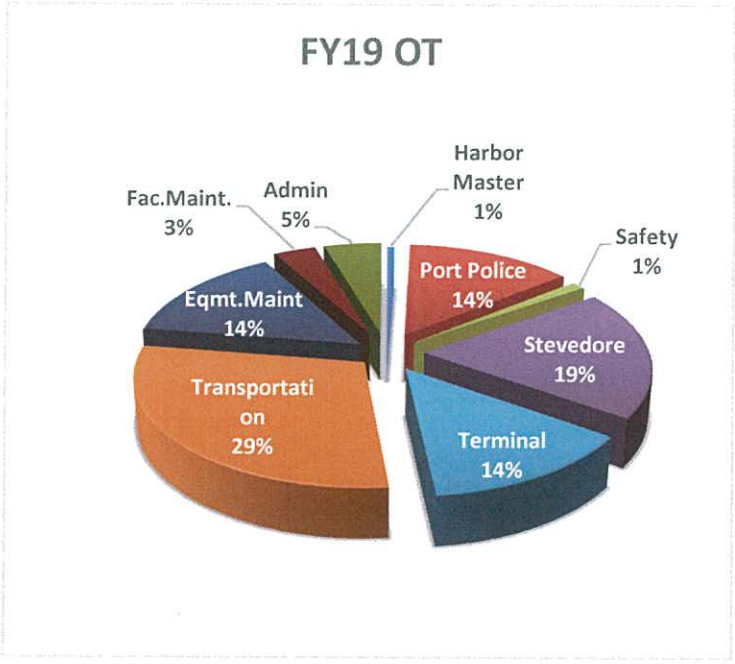


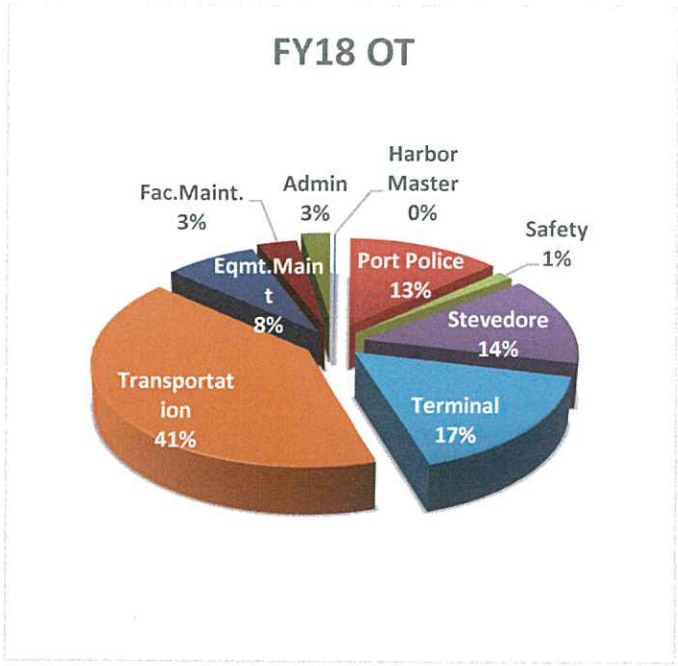
Total Operating Expenses as of November 2018 was $7.6 million, which is 11% lower than Budget ($8.5 mil) and 7% higher than last year's total operating expenses ($7.0 mil).

Total Overtime as of November was $343 thousand which is 11% lower than last year November ($384K). Direct Labor Revenue as of November was $641 thousand, which is 5% lower than last year and 5% higher than budget. Direct Labor charges are for services performed by Port employees under special service request and differentials under the throughput service.

Below is the breakdown of overtime for each division/section for FY19 and FY18 as of November:

Section	FY19	FY18	Budget	OT Revenue
Harbor Master	1,889	621	1,166	0
Port Police	46,593	50,196	50,000	18,179
Safety	3,855	5,006	1,666	
Stevedore-Cargo Handling	65,252	53,355	40,000	58,244
-Rigger	909	439	1,666	12,527
Terminal	46,838	63,931	48,000	57,693
Transportation-Superintendent	17,771	17,476	13,500	
-Crane Operator	24,384	42,489	25,108	9,932
-Equipt Operator	52,892	91,869	66,834	44,697
-Dispatcher	4,543	6,350	5,000	0
Maint.-Crane Maint.	20,469	18,622	19,166	0
-Preventive Maint.	16,109	0	12,500	
-Fleet Maint.	4,244	0	1,666	0
-Welders	9,012	11,109	8,334	
Facility Maint.-Building	3,010	3,575	2,500	
-Janitorial	1,022	0	834	0
-Elect./Refr.	7,736	9,406	10,000	0
Administration	953	0	0	
Finance	1,551	8,426	3,334	795
Human Resources	1,757	667	500	0
Engineering	5,567	0	5,000	0
Procurement	0	0	500	0
Information Technology	6,193	422	5,834	0
TOTAL	342,550	383,959	323,108	202,066





Year to date Operating Revenues minus the Year to date Operating Expenses resulted to an Operating Income of $2.2 mil as of November 30, 2018.

Non-Operating Revenues and Expenses consist of the following: $484 thousand -Retirement contribution for COLA, Supplemental and Medical/Dental/Life Insurance expenses, $266k Interest Income and other expenses. The net total of non-operating expenses and revenues as of November is a negative $214 thousand.

The Total Net Income as of November is $2.0 mil.

Accounts Receivable Trade (net) as of November 30, 2018 was $5.7 million.

Aging Status is a follows: 90% - Current, 5% - over 30 days, 2% - over 60 days, .3% - over 90 days and 2% - over 120 days.

Accounts Payable Trade as of November 30, 2018 is $1.9 million which is 7% lower than last year's ending balance of $1.8 million.

Port Authority of Guam
Income Statement
With Budget Comparison (Unaudited)
2 Months Ending 11/30/18

Current Month Actual	%	Last Year Actual	%	Budget	% Chng		Year to Date Actual	%	Last Year to Date Actual	%	% Chng	Budget	% Chng
						OPERATING REVENUES							
						CARGO THROUGHPUT REVENUES							
1,887,838	35.7%	1,362,646	32.5%	1,610,211	17%	CT- CHASSIS	3,460,598.05	35.5%	2,800,838	32.4%	23.6%	3,220,422	7%
248,752	4.7%	185,738	4.4%	198,376	25%	CT-GROUND	438,584.77	4.5%	364,309	4.2%	20.4%	396,752	11%
116,291	2.2%	49,501	1.2%	105,427	10%	CT-BREAKBULK	324,247.16	3.3%	190,216	2.2%	70.5%	210,854	54%
433	0.0%	623	0.0%	1,808	-76%	CT-UNITIZED	1,978.90	0.0%	1,201	0.0%	64.8%	3,616	-45%
						CT-TUNA							
14,337	0.3%	15,159	0.4%	46,478	-69%	CT-RO/RO	98,684.39	1.0%	80,105	0.9%	23.2%	92,956	6%
8,220	0.2%	11,701	0.3%	8,022	2%	CT-STUFFING/DEVAN	12,856.36	0.1%	31,008	0.4%	-58.5%	16,044	-20%
9,113	0.2%	919	0.0%	2,897	215%	CT-HEAVYLIFT	13,673.48	0.1%	2,980	0.0%	358.8%	5,794	136%
	0.0%	198	0.0%	148	-100%	CT-LONGLENGTH	612.74	0.0%	198	0.0%	208.8%	296	107%
10,458	0.2%	6,774	0.2%	12,049	-13%	OUT-OF-GAUGE CARGO (OOG)	26,209.36	0.3%	18,386	0.2%	42.6%	24,098	9%
2,295,441	43.5%	1,633,259	39.0%	1,985,416	16%	CARGO THROUGHPUT REVENUES	4,377,445	44.9%	3,489,242	40.4%	25.5%	3,970,832	10%
						OTHER CARGO RELATED REVENUES							
	0.0%		0.0%			LIFT ON/LIFT OFF		0.0%		0.0%			
	0.0%		0.0%			PRESLUNG		0.0%		0.0%	0.0%		
	0.0%		0.0%		0%	EXPORT SCRAP CONTAINER		0.0%		0.0%	0.0%		0%
212,945.40	4.0%	274,518	6.5%	264,662	-20%	TRANSSHIP CONTAINERS	383,807	3.9%	531,444	6.2%	-27.8%	529,324	-27%
53,192.02	1.0%	61,259	1.5%	26,145	103%	OVERSTOWED CONTAINERS	89,051	0.9%	84,860	1.0%	4.9%	52,290	70%
167.68	0.0%	78	0.0%	497	-66%	SHIFTED CONTAINERS	168	0.0%	233	0.0%	-28.0%	994	-83%
3,196.70	0.1%	2,139	0.1%	3,915	-18%	RIGGED CONTAINERS	9,000	0.1%	6,098	0.1%	47.6%	7,830	15%
14,044.60	0.3%	10,878	0.3%	11,593	21%	REEFER CNTR-PLUG/UNPLUG	25,116	0.3%	21,159	0.2%	18.7%	23,186	8%
384,688.70	7.3%	355,396	8.5%	304,027	27%	DIRECT LABOR BILLED	640,840	6.6%	676,121	7.8%	-5.2%	608,054	5%
45,135.44	0.9%	12,454	0.3%	21,319	112%	EQUIPMENT RENTAL	69,762	0.7%	24,175	0.3%	188.6%	42,638	64%
54,754.99	1.0%	55,221	1.3%	47,678	15%	PORT FEES & DOCKAGE	85,399	0.9%	98,895	1.1%	-13.6%	95,356	-10%
524,109.63	9.9%	389,788	9.3%	471,784	11%	WHARFAGE	1,087,713	11.1%	836,354	9.7%	30.1%	943,568	15%
65,041.92	1.2%	54,423	1.3%	61,813	5%	FUEL SURCHARGE	121,967	1.3%	111,938	1.3%	9.0%	123,626	-1%
23,410	0.4%	17,449	0.4%	19,134	22%	MARITIME SECURITY FEE	40,930	0.4%	34,805	0.4%	17.6%	38,268	7%
167,957	3.2%	133,901	3.2%	161,466	4%	FACILITY MAINTENANCE FEE	352,319	3.6%	288,979	3.3%	21.9%	322,932	9%
581,609	11.0%	499,525	11.9%	502,334	16%	CRANE SURCHARGE	1,092,314	11.2%	994,369	11.5%	9.9%	1,004,668	9%
2,130,253	40.3%	1,867,030	44.5%	1,896,367	12%	OTHER CARGO RELATED REVENUES	3,998,387	41.0%	3,709,430	42.9%	7.8%	3,792,734	5%
4,425,694	83.8%	3,500,289	83.5%	3,881,783	14%	OPERATING REVENUES	8,375,832	85.8%	7,198,672	83.3%	16.4%	7,763,566	8%

Port Authority of Guam
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With Budget Comparison (Unaudited)
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Current Month Actual	%	Last Year Actual	%	Budget	% Chng		Year to Date Actual	%	Last Year to Date Actual	%	% Chng	Budget	% Chng
						NON OPERATING REVENUES							
						FACILITIES							
142,616	2.7%	69,523	1.7%	111,564	28%	FACILITIES USAGE MOBIL	226,404	2.3%	155,401	1.8%	45.7%	223,128	1%
295,938	5.6%	233,696	5.6%	227,245	30%	FACILITIES USAGE TRISTAR	319,723	3.3%	483,048	5.6%	-33.8%	454,490	-30%
29,520	0.6%		0.0%	9,527	210%	FACILITIES USAGE-CEMENT THRUPUT	29,520	0.3%		0.0%	0.0%	19,054	55%
97,245	1.8%	97,342	2.3%	101,321	-4%	FACILITIES USAGE SPACE RENTAL	200,495	2.1%	166,628	1.9%	20.3%	202,642	-1%
87,938	1.7%	92,105	2.2%	88,864	-1%	FACILITIES LEASE INCOME	175,876	1.8%	184,209	2.1%	-4.5%	177,728	-1%
4,621	0.1%	4,400	0.1%	4,646	-1%	FACILITIES COMMON AREA MAINTENANCE FEE	9,242	0.1%	9,465	0.1%	-2.4%	9,292	-1%
3,684	0.1%	3,495	0.1%	4,012	-8%	FACILITIES SECURITY SURCHARGE RENTAL	7,560	0.1%	7,640	0.1%	-1.1%	8,024	-6%
335	0.0%	305	0.0%	563	-40%	WATER & LANDSLIDE ACTIVITIES	365	0.0%	525	0.0%	0.0%	1,126	-68%
21,899	0.4%	23,420	0.6%	20,289	8%	MARINA REVENUES	44,357	0.5%	46,687	0.5%	-5.0%	40,578	9%
3,926	0.1%	2,815	0.1%	2,910	35%	HARBOR OF REFUGE	8,112	0.1%	5,470	0.1%	48.3%	5,820	39%
129,926	2.5%	146,325	3.5%	193,897	-33%	DEMURRAGE	304,758	3.1%	340,977	3.9%	-10.6%	387,794	-21%
817,648	15.5%	673,425	16.1%	764,838	7%	FACILITIES	1,326,412	13.6%	1,400,051	16.2%	-5.3%	1,529,676	-13%
						OTHER FEES & SERVICES							
	0.0%		0.0%		0%	CLAIMS FEE		0.0%		0.0%	0.0%		
	0.0%		0.0%		0%	BULK SCRAP		0.0%		0.0%	0.0%		
	0.0%		0.0%	115	0%	MATERIAL USED		0.0%		0.0%	0.0%	230	-100%
18,942	0.4%		0.0%	1,808	0%	PASSENGER SERVICE	18,942	0.2%		0.0%	0.0%	3,616	424%
1,800	0.0%	3,016	0.1%	2,329	-100%	BUNKER	3,998	0.0%	6,938	0.1%	-42%	4,658	-14%
15,072	0.3%	12,770	0.3%	15,367	23%	SPECIAL SERVICES	25,220	0.3%	24,737	0.3%	2.0%	30,734	-18%
2,502	0.0%	2,951	0.1%		0%	ELECTRICAL POWER	5,838	0.1%	6,124	0.1%	-4.7%		
38,315	0.0%	18,737	0.4%	19,619	-87%	OTHER FEES & SERVICES	53,998	0.6%	37,800	0.4%	42.9%	39,238	38%
140	0.7%	55	0.0%	197	19349%	ADMINISTRATIVE FEES & SERVICES	280	0.0%	205	0.0%	36.6%	394	-29%
						REIMBURSEMENTS							
-	0.0%	-	0.0%	-	0%	FEDERAL REIMBURSEMENT	-	0.0%	-	0.0%	0.0%	-	
-	0.0%	-	0.0%	-	0%	EARTHQUAKE INSURANCE	-	0.0%	-	0.0%	0.0%	-	
-	0.0%	-	0.0%	-	0%	TYPHOON INSURANCE	-	0.0%	-	0.0%	0.0%	-	
-	0.0%	-	0.0%	-	0%	OTHER REIMBURSEMENT	-	0.0%	-	0.0%	0.0%	-	
-	0.0%	-	#VALUE!	-	0%	REVENUE MINIMUM CHARGE	-	0.0%	-	0.0%	0.0%	-	
-	0.0%	-	#VALUE!	-	0%	REIMBURSEMENTS	-	0.0%	-	0.0%	0	-	-
856,104	16.2%	692,218	#REF!	784,654	9%	NON OPERATING REVENUES	1,380,690	14.2%	1,438,056	16.7%	-4.0%	1,569,308	-12%
5,281,798	100.0%	4,192,507	100.0%	4,666,437	13%	TOTAL REVENUES	9,756,522	100.0%	8,636,728	100.0%	13.0%	9,332,874	5%

Port Authority of Guam
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Current Month Actual	%	Last Year Actual	%	Budget	% Chng		Year to Date Actual	%	Last Year to Date Actual	%	% Chng	Budget	% Chng
						INDIRECT COSTS							
						General & Administrative Expen							
1,767,218	33.5%	1,662,214	39.6%	1,933,197	-9%	Salaries & Wages	3,472,790.45	35.6%	3,200,603.86	37.1%	8.5%	3,866,394.00	-10%
124,750	2.4%	117,449	2.8%	128,181	-3%	Insured Benefits	253,890.36	2.6%	234,845.66	2.7%	8.1%	256,362.00	-1%
446,543	8.5%	415,459	9.9%	498,259	-10%	Retirement Benefits	936,950.64	9.6%	823,850.49	9.5%	13.7%	996,518.00	-6%
131,607	2.5%	121,070	2.9%	4,167	3058%	Other Benefits	292,912.44	3.0%	271,866.10	3.1%	7.7%	8,334.00	3415%
1,744	0.0%	364	0.0%	6,667	-74%	Other Personnel Costs	1,743.98	0.0%	-665.93	0.0%	-361.9%	13,334.00	-87%
12,018	0.2%	13,076	0.3%	23,200	-48%	Communications	25,582.52	0.3%	23,727.51	0.3%	7.8%	46,400.00	-45%
-	0.0%	-	0.0%	-		Leases/Rentals	0.00	0.0%	0.00	0.0%		0.00	
143,348	2.7%	150,466	3.6%	155,500	-8%	Utilities	266,734.86	2.7%	263,174.02	3.0%	1.4%	311,000.00	-14%
441,260	8.4%	236,432	5.6%	225,834	95%	General Insurance	620,932.93	6.4%	441,094.19	5.1%	40.8%	451,668.00	37%
-	0.0%	-	0.0%	81,423	-100%	Repairs & Maintenance	0.00	0.0%	0.00	0.0%		162,846.00	-100%
78,791	1.5%	50,429	1.2%	-		Repairs & Maintenance	93,587.78	1.0%	77,093.28	0.9%	21.4%	0.00	
-	0.0%	-	0.0%	-		Repairs & Maintenance-Subic Cr	0.00	0.0%	-44,755.84	-0.5%	-100.0%	0.00	
14,135	#REF!	18,536	0.4%	36,584	-61%	Repairs & Maintenance-Pola 14	24,959.19	0.3%	27,402.62	0.3%	-8.9%	73,168.00	-66%
23,170	0.3%	14,876	0.4%	36,584	-37%	Repairs & Maintenance-Pola 16	46,323.38	0.5%	28,150.14	0.3%	64.6%	73,168.00	-37%
26,100	0.4%	17,381	0.4%	36,584	-29%	Repairs & Maintenance-Pola 17	39,861.42	0.4%	25,715.00	0.3%	55.0%	73,168.00	-46%
517,731	0.5%	518,522	12.4%	483,334	7%	Depreciation & Amortization	1,034,163.85	10.6%	1,037,202.20	12.0%	-0.3%	966,668.00	7%
-	9.8%	-	0.0%	6,417	-100%	Damage, Shortage, Writedown &	498.80	0.0%	500.00	0.0%	-0.2%	12,834.00	-96%
81,355	0.0%	102,652	2.4%	129,699	-37%	Supplies	133,055.61	1.4%	164,238.24	1.9%	-19.0%	259,398.00	-49%
5,971	1.5%	3,715	0.1%	43,405	-86%	Miscellaneous	9,387.03	0.1%	11,179.31	0.1%	-16.0%	86,810.00	-89%
-	0.1%	-	0.0%	-		Advertising	0.00	0.0%	0.00	0.0%		0.00	
85,321	0.0%	64,378	1.5%	90,322	-6%	Agency& Management Fees	97,448.53	1.0%	184,824.34	2.1%	-47.3%	180,644.00	-46%
97,674	1.6%	118,429	2.8%	236,975	-59%	Professional Services	39,677.12	0.4%	254,184.61	2.9%	-84.4%	473,950.00	-92%
-	1.8%	-	0.0%	7,000	-100%	Contractual Services	0.00	0.0%	0.00	0.0%		14,000.00	-100%
9,157	0.0%	1,671	0.0%	59,888	-85%	Other Contractual Services	14,439.67	0.1%	-1,014.38	0.0%	-1523.5%	119,776.00	-88%
		-		-		Overhead Allocation					#DIV/0!		
17,896	0.2%	3,803	0.1%	15,625	15%	Other Expenses	23,520.49	0.2%	4,595.10	0.1%	411.9%	31,250.00	-25%
-		-	0.0%	-		Earthquake Expense	0.00	0.0%	0.00	0.0%		0.00	
25,162	0.3%	-	0.0%	-		Typhoon Expense	121,866.72	1.2%	0.00	0.0%		0.00	
-	0.0%	-	0.0%	-		Earthquake Expense	0.00	0.0%	0.00	0.0%		0.00	0%
4,050,949	0.0%	3,630,919	86.6%	4,238,845	-100%	General & Administrative Expen	7,550,328	77.4%	7,027,811	81.4%	7.4%	8,477,690	-11%

Port Authority of Guam
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Current Month Actual	%	Last Year Actual	%	Budget	% Chng		Year to Date Actual	%	Last Year to Date Actual	%	% Chng	Budget	% Chng
1,230,849	76.7%	561,588	13.4%	427,592	847%	OPERATING INCOME (LOSS)	2,206,194	22.6%	1,608,917	18.6%	37.1%	855,184	158%
						OTHER INCOME (EXPENSE)							
	0.0%		0.0%		0%	Other Income & Expense		0.0%		0.0%	0.0%		-
	0.0%		0.0%		0%	Other Income		0.0%		0.0%	0.0%		-
	0.0%		0.0%		0%	Interest Income		0.0%		0.0%	0.0%		-
139,197	2.6%	9,473	0.2%	5,500	0%	Interest Income		0.0%		0.0%	0.0%		-
	0.0%	(88,569)	-2.1%	(36,663)	-100%	Interest Income	266,399	2.7%	17,628	0.2%	1411.2%	11,000	2322%
	0.0%		0.0%	(1,917)	-100%	Interest Expense		0.0%	(180,158)	-2.1%	-100.0%	(73,326)	-100%
	0.0%		0.0%		#DIV/0!	Other Expense		0.0%		0.0%	#DIV/0!	(3,834)	-100%
	0.0%	(253,518)	-6.0%	(259,429)	0%	Claims Settlement		0.0%		0.0%	0.0%		0%
(244,899)	-4.6%	258,398	6.2%	222,180	-210%	Retirement Govt Contribution	(483,942)	-5.0%	(504,495)	-5.8%	-4.1%	(518,858)	-7%
	0.0%	(75,302)	-1.8%	(52,106)	0%	Federal Reimbursement	2,472	0.0%	76,075	0.9%	-96.8%	444,360	0%
	0.0%	(4,515)	-0.1%	(4,167)	-100%	Federal Expenses	2,023	0.0%	(50,263)	-0.6%	-104.0%	(104,212)	-102%
	0.0%		0.0%		#DIV/0!	Gain <Loss> on Asset Disposals	(1,224)	0.0%	(5,940)	-0.1%	-79.4%	(8,334)	-85%
(105,702)	-2.0%	(154,032)	-3.7%	(126,602)	-17%	Other Income & Expense	(214,271)	-2.2%	(647,154)	-7.5%	-66.9%	(253,204)	-15%
(105,702)	-2.0%	(154,032)	-3.7%	(126,602)	-17%	OTHER INCOME (EXPENSE)	(214,271)	-2.2%	(647,154)	-7.5%	-66.9%	(253,204)	-15%
1,125,147	21.3%	407,556	9.7%	300,990	274%	NET INCOME (LOSS)	1,991,923	20.4%	961,763	11.1%	107.1%	601,980	231%

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Total Assets					
Current Assets					
Cash on Hand					
Petty Cash Fund	2,000.00	2,000.00	2,000.00		
Cashier Change Fund	100.00	100.00	100.00		
Cash on Hand	2,100.00	2,100.00	2,100.00		
Incentive Award Fund					
First Hawaiian Bank-Incentive					
Incentive Award Fund					
Cash in Bank					
First Hawaiian Bank					
Bank of Guam	58,875,372.28	60,918,373.07	61,151,016.86	2,043,000.79-	2,275,644.58-
Bank of Hawaii					
Citizen Security Bank	1,398,344.39	2,518,809.05	2,738,546.41	1,120,464.66-	1,340,202.02-
Cash in Bank	60,273,716.67	63,437,182.12	63,889,563.27	3,163,465.45-	3,615,846.60-
Cash in Bank-Trust					
Trust-Current Unrestricted	12,086,931.38	12,164,735.29	8,748,966.83	77,803.91-	3,337,964.55
BOG-Current Restricted	5,889,404.67	5,652,233.26	5,408,157.22	237,171.41	481,247.45
Cash in Bank-Trust	17,976,336.05	17,816,968.55	14,157,124.05	159,367.50	3,819,212.00
Short Term Investments					
Bank of Guam	5,331,175.34	6,198,881.35	9,468,779.00	867,706.01-	4,137,603.66-
Citizen's Security Bank					
First Hawaiian Bank					
BankPacific					
Citibank					
Bank of Hawaii					
Oceanic Bank					
Gov Guam Employees Fed CU					
Short Term Investments	5,331,175.34	6,198,881.35	9,468,779.00	867,706.01-	4,137,603.66-
Account Receivable-Trade (Net)					
Accounts Receivable-Trade	7,601,651.33	5,671,794.10	5,089,858.97	1,929,857.23	2,511,792.36
Allow for Uncollectible Acct.	296,468.83-	296,468.83-	296,468.83-		
A/R-Clearing Account					
Account Receivable-Trade (Net)	7,305,182.50	5,375,325.27	4,793,390.14	1,929,857.23	2,511,792.36
Accounts Receivable-Other					
Accounts Receivable-DOA					
Accounts Receivable-Employee	1,695.95	1,793.84	1,843.84	97.89-	147.89-
Accounts Receivable-FEMA Reimb					
Accounts Receivable-Geda/Casam					
Accounts Receivable-Other	529,026.61	529,026.61	655,129.39		126,102.78-
Accounts Receivable-Ins Procee					

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Accounts Receivable-Other	530,722.56	530,820.45	656,973.23	97.89-	126,250.67-
Marina Receivables					
Accounts Receivable-Agat Marin	12,252.37	8,636.12	9,218.12	3,616.25	3,034.25
Accounts Receivable-GDP Marina	2,158.38	2,844.93	2,769.67	686.55-	611.29-
Accounts Receivable-Harbor of	3,105.10	2,534.73	2,046.50	570.37	1,058.60
Marina Receivables	17,515.85	14,015.78	14,034.29	3,500.07	3,481.56
Interest Receivables					
Bank of Guam					
Bank Of Hawaii					
BankPacific					
Citibank					
Citizens Security Bank					
First Hawaiian Bank					
GovGuam Emp.Fed.Credit Union					
Oceanic Bank					
Other					
Interest Receivables					
Prepaid Expenses					
Prepaid Insurance	1,972,942.89	2,174,499.68		201,556.79-	1,972,942.89
Prepaid Expenses	1,100,502.12	1,197,254.84	58,055.50	96,752.72-	1,042,446.62
Prepaid Expenses	3,073,445.01	3,371,754.52	58,055.50	298,309.51-	3,015,389.51
Deffered Expenses					
Deferred Geda Addendum L/Lease					
Credit Note Reimbursement					
Deffered Expenses					
Current Assets	94,510,193.98	96,747,048.04	93,040,019.48	2,236,854.06-	1,470,174.50
Non Current Assets					
Long Term Receivable					
Long Term Receivable-DOA	2,258,190.48	2,258,190.48	2,258,190.48		
Long Term Receivable-Geda	1,490,449.90	1,490,449.90	1,490,449.90		
Allow for Uncollectible LT A/R	3,748,640.38-	3,748,640.38-	3,748,640.38-		
Long Term Receivable					
Revenue Bond Reserves					
Reserve w/Trustee-Unrestricted	3,643,245.22	3,582,668.28	3,518,079.07	60,576.94	125,166.15
Reserve w/Trustee-Restricted	15,890,711.67	15,890,711.67	15,890,711.67		
Revenue Bond Reserves	19,533,956.89	19,473,379.95	19,408,790.74	60,576.94	125,166.15
Inventory-A/C	8,690.00	8,690.00	8,690.00		
Inventory-Computer	101,434.12	101,434.12	101,434.12		
Gas, Oil and Diesel Inventory	411.99	35.95	59.91	376.04	352.08
Inventory-Parts	99,952.66	99,952.66	99,952.66		
Supplies Inventory	504,970.88	511,026.36	512,276.76	6,055.48-	7,305.88-

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Contra-Asset Inventory Adj.	1,721.09-	1,721.09-	1,721.09-		
Allowance for Obsolesence	87,549.04-	87,549.04-	87,549.04-		
Inventory for Survey					
Inventory	626,189.52	631,868.96	633,143.32	5,679.44-	6,953.80-
Work In Progress					
Const Work in Progr-Local	92,347.33	81,892.18	67,360.29	10,455.15	24,987.04
Const Work in Progr-Federal	2,653,859.66	2,653,859.66	2,663,760.64		9,900.98-
Const Work in Progr-FMF	720,345.03	172,084.05	172,084.05	548,260.98	548,260.98
Const Work in Progr-BOND					
Work In Progress	3,466,552.02	2,907,835.89	2,903,204.98	558,716.13	563,347.04
Non Current Assets	23,626,698.43	23,013,084.80	22,945,139.04	613,613.63	681,559.39
Property, Plant & Equipment					
Land					
Land-Cabras	3,563,000.00	3,563,000.00	3,563,000.00		
Land	3,563,000.00	3,563,000.00	3,563,000.00		
Buildings					
Buildings-Original	15,732,648.10	15,732,648.10	15,732,648.10		
Buildings-Substation Shelters					
Buildings-Wharf Improvements	125,548,911.67	125,548,911.67	125,548,911.67		
Canopy Structures					
Buildings	141,281,559.77	141,281,559.77	141,281,559.77		
Accumulated Depreciation-Build					
AccDeprec-Buildings-Original	15,232,492.19-	15,230,507.34-	15,228,522.49-	1,984.85-	3,969.70-
AccDeprec-Buildings-Sub Shelte					
AccDeprec-Buildings-Wharf Impr	33,898,805.47-	33,609,569.95-	33,320,334.63-	289,235.52-	578,470.84-
AccDeprec-Canopy Structures					
Accumulated Depreciation-Build	49,131,297.66-	48,840,077.29-	48,548,857.12-	291,220.37-	582,440.54-
Furnishings & Equipment					
Air Tools					3,050.00
Communications Equip	531,281.08	531,281.08	528,231.08		
Computer Equip	6,098,858.32	6,075,435.32	6,075,435.32	23,423.00	23,423.00
Crane Equip	15,964,110.56	15,964,110.56	15,964,110.56		
Furnishings & Office Equip	1,158,867.46	1,151,729.46	1,149,873.30	7,138.00	8,994.16
Forklift Equip	1,821,145.00	1,821,145.00	1,821,145.00		
Gantry 3 Relocation Cost					
Generator Sets	1,229,056.25	1,229,056.25	1,229,056.25		
Hand Tools	14,832.85	14,832.85	14,832.85		
Load & Unload Equip	2,852.00	2,852.00	2,852.00		
Mowing Equip	6,999.00	6,999.00	6,999.00		
Other Equip	1,875,914.76	1,836,395.83	1,836,395.83	39,518.93	39,518.93
Power Tools	24,446.56	24,446.56	24,446.56		
Safety Equip	39,427.95	39,427.95	39,427.95		
Shop Equip	337,892.77	337,892.77	349,103.87		11,211.10-
Tractors	2,970,216.97	2,970,216.97	2,970,216.97		

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Vehicles & Motor Equip	1,969,189.87	1,969,189.87	1,986,984.87		17,795.00-
Furnishings & Equipment	34,045,091.40	33,975,011.47	33,999,111.41	70,079.93	45,979.99
Accumulated Depreciation-Furni					
AccDeprec-Air Tools					
AccDeprec-Communications Eqt.	497,062.38-	496,331.92-	495,601.46-	730.46-	1,460.92-
AccDeprec-Computer Equip	1,591,788.51-	1,552,755.19-	1,513,937.80-	39,033.32-	77,850.71-
AccDeprec-Crane Equip	7,118,474.15-	7,017,878.17-	6,917,282.19-	100,595.98-	201,191.96-
AccDeprec-Furnishings & Office	657,396.04-	645,177.58-	633,099.82-	12,218.46-	24,296.22-
AccDeprec-Forklift Equip	888,737.14-	879,625.86-	870,514.58-	9,111.28-	18,222.56-
AccAmort-Gantry 3 Relocation C					
AccDeprec-Generator Sets	303,711.82-	296,883.74-	290,055.66-	6,828.08-	13,656.16-
AccDeprec-Hand Tools	10,824.79-	10,734.16-	10,643.53-	90.63-	181.26-
AccDeprec-Load & Unload Equip	784.41-	760.64-	736.87-	23.77-	47.54-
AccDeprec-Mowing Equip	5,365.90-	5,249.25-	5,132.60-	116.65-	233.30-
AccDeprec-Other Equip	1,226,663.31-	1,215,068.07-	1,204,413.75-	11,595.24-	22,249.56-
AccDeprec-Power Tools	11,509.60-	11,268.76-	11,027.92-	240.84-	481.68-
AccDeprec-Safety Equip	7,483.16-	7,013.78-	6,544.40-	469.38-	938.76-
AccDeprec-Shop Equip	192,803.05-	190,802.93-	198,790.19-	2,000.12-	5,987.14
AccDeprec-Tractors	1,458,537.72-	1,436,385.87-	1,414,234.02-	22,151.85-	44,303.70-
AccDeprec-Vehicles & Motor Equ	954,547.08-	933,242.71-	929,733.34-	21,304.37-	24,813.74-
Accumulated Depreciation-Furni	14,925,689.06-	14,699,178.63-	14,501,748.13-	226,510.43-	423,940.93-
Capital Leases					
Capital Leases					
Capital Leases					
Accumulated Amortization-Capit					
AccAmort-Capital Leases					
Accumulated Amortization-Capit					
Deferred Long Term Asset Cost					
Def. Cost-2018 Bond COI					
Deferred Long Term Asset Cost					
Pension-Deferred Outflows Res					
Pension-Deferred Outflow Res	6,176,941.00	6,176,941.00	6,176,941.00		
Pension-Deferred Outflows Res	6,176,941.00	6,176,941.00	6,176,941.00		
Property, Plant & Equipment	121,009,605.45	121,457,256.32	121,970,006.93	447,650.87-	960,401.48-
Total Assets	239,146,497.86	241,217,389.16	237,955,165.45	2,070,891.30-	1,191,332.41
Total Liabilities & Capital					
Current Liabilities					
Accounts Payable					
Accounts Payable Custom					
Accounts Payable GSA					

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Accounts Payable Others	132,096.16	132,096.16	374,284.52		242,188.36-
Accounts Payable Trade	1,922,783.71	4,239,637.08	1,788,892.50	2,316,853.37-	133,891.21
Received Not Vouchered	.85	.34		.51	.85
Accounts Payable	2,054,880.72	4,371,733.58	2,163,177.02	2,316,852.86-	108,296.30-
Current Loan Payable					
Current ANZ (USDA) Loan Payabl	3,178.71-	3,178.71-	3,178.71-		
CU ANZ (USDA) 12M Loan Payable					
CU BOG 10M SLE Loan Payable					
CU BOG 2M USDA Direct Loan	3,178.71	3,178.71	3,178.71		
Current Loan Payable					
Due to Public Utilities					
Due to GPA					
Due to GTA					
Due to GWA					
Due to Public Utilities					
Accrued Interest Payable					
Accrued Interest Payable					
Accrued Bond Interest Payable	811,840.80	811,840.80	811,840.80		
Accrued Interest Payable	811,840.80	811,840.80	811,840.80		
Deferred Revenues					
Deferred Revenues-DOD Moderniz					
Deferred Income - GEDA	61,769.01-	61,769.01-	61,769.01-		
Deferred Revenues -Leases	105,718.75	105,718.75	237,178.92		131,460.17-
Deferred Revenues Marinas			10,586.91		10,586.91-
Deferred Revenues			90,550.53		90,550.53-
Deferred Revenues	43,949.74	43,949.74	276,547.35		232,597.61-
Accrued Expenses					
Accrued Payroll	382,583.14	1,078,717.47	809,757.71	696,134.33-	427,174.57-
Accrued Vacation Pay-Current	1,366,533.96	1,291,100.02	1,267,947.10	75,433.94	98,586.86
Accrued Vacation Pay					
Accrued Earthquake Cost					
Accrued Cola/Supplemental					
Accrued Typhoon Cost					
Accrued Medicare Tax					
Accrued Federal Grant					
Employee Insurance Payables	18,290.18	17,221.48	15,896.42	1,068.70	2,393.76
Employee Deductions Payable	183,512.34	444,331.17	318,280.16	260,818.83-	134,767.82-
Withholding Tax Payable					
Credit Union					
Accrued Miscellaneous Deductio					
Accrued Death & Disability Ins					
Retirement Contributions					
Deferred Compensation Plan Pay					
Accrued Expenses	1,950,919.62	2,831,370.14	2,411,881.39	880,450.52-	460,961.77-

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Security Deposits					
Security Deposits -Space Leas	85,831.20	84,565.82	84,565.82	1,265.38	1,265.38
Security Deposits - Marinas	32,421.82	32,421.82	32,421.82		
Security Deposits	118,253.02	116,987.64	116,987.64	1,265.38	1,265.38
Capital Lease Obligations- Cur					
Captl Lease Obligations-Curren					
Capital Lease Obligations- Cur					
Other Current Liabilities					
Reserve Shortage/Property Dama					
Lease Payable - GEDA					
Other Current Liabilities					
Current Liabilities	4,979,843.90	8,175,881.90	5,780,434.20	3,196,038.00-	800,590.30-
Non Current Liabilities					
Long Term Accrued Expenses					
Unfunded Retirement Contributi	56,767,410.00	56,767,410.00	56,767,410.00		
Accrued Vacation Pay-Long Term	552,540.11	552,540.11	552,540.11		
Accrued Sick Lve(DC)-Long Term	993,730.72	993,730.72	993,730.72		
Long Term Accrued Expenses	58,313,680.83	58,313,680.83	58,313,680.83		
Pension-Deferred Inflow of Res					
Pension-Deferred Inflow of Res	1,008,960.00	1,008,960.00	1,008,960.00		
Pension-Deferred Inflow of Res	1,008,960.00	1,008,960.00	1,008,960.00		
Capital Lease Obligations					
Capital Lease Obligations					
Capital Lease Obligations					
Long Term Loan Payables					
LT-ANZ (USDA) Loan Payable 3.5					
LT-ANZ (USDA) Loan Payable 12M					
LT-BOG $LE Loan Payable 10M					
LT-BOG $2M USDA Direct Loan					
Long Term Loan Payables					
Long Term Bond Payables					
LT-2018 BOND Payable	71,445,000.00	71,445,000.00	71,445,000.00		
LT-2018 BOND Cost of Issuance					
LT-2018 BOND Premium	5,252,614.23	5,252,614.23	5,252,614.23		
Long Term Bond Payables	76,697,614.23	76,697,614.23	76,697,614.23		
Non Current Liabilities	136,020,255.06	136,020,255.06	136,020,255.06		

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Capital Contributions & Equity					
Contributions-Local Government					
Contributions-Land	3,563,000.00	3,563,000.00	3,563,000.00		
Contributions-Property & Equip	483,688.19	483,688.19	483,688.19		
Contributions-General Fund	13,413,670.45	13,413,670.45	13,413,670.45		
Contributions-G.E.P.A.	100,000.00	100,000.00	100,000.00		
Contributions-PAG (Portion of	7,000.00	7,000.00	7,000.00		
Contributions-Local Government	17,567,358.64	17,567,358.64	17,567,358.64		
Contributions-Federal Governme					
Contributions-U.S. Govt Rehab	10,321,126.26	10,321,126.26	10,321,126.26		
Contributions-Economic Develop	1,492,676.57	1,492,676.57	1,492,676.57		
Contributions-U.S. Department	6,508,875.60	6,508,875.60	6,508,875.60		
Contributions-U.S. Govt-Fema	53,763.30	53,763.30	53,763.30		
Contributions-Federal Governme	18,376,441.73	18,376,441.73	18,376,441.73		
Accumulated Earnings					
Accumulated Earnings	33,770,010.75-	33,770,010.75-	33,770,010.75-		
Accumulated Earnings (Deficit)	93,980,681.57	93,980,681.57	93,980,681.57		
Accumulated Earnings	60,210,670.82	60,210,670.82	60,210,670.82		
Net Earnings (Loss)	1,991,927.71	866,781.01	5.00	1,125,146.70	1,991,922.71
Capital Contributions & Equity	98,146,398.90	97,021,252.20	96,154,476.19	1,125,146.70	1,991,922.71
Total Liabilities & Capital	239,146,497.86	241,217,389.16	237,955,165.45	2,070,891.30-	1,191,332.41

PORT AUTHORITY OF GUAM

AGING SUMMARY REPORT FY19

AS OF 11/30/2018

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
15388	Guam Industrial Serv. Inc.	$134,907.42		$45,312.15	$11,760.00	$11,760.00	$66,075.27	$23,520.00	9/26/2018	Currently with Legal, No update
7376	Matson Navigation Inc.	$4,129,552.35	$3,947,492.98	$22,488.25	$113,594.82		$45,976.30	$544,610.74	12/31/2018	Matson cleared $20,801.67 for Invoices over 120 days past due. Still working with them to clear outstanding balance.
7384	Marianas Steamship Agencie	$461,740.26	$422,864.23	$546.95			$38,329.08	$41,113.55	12/28/2018	Invoice #78364 $38,329.08 currently under dispute (GUAM SHIPYARD) & With Legal
11776	Customs and Quarantine Age	$12,579.84		$449.28	$449.28	$449.28	$11,232.00			
9620	Alupang Beach Club	$6,190.80	$50.00	$49.56	$74.78	$123.90	$5,892.56	$287.51	12/31/2018	Past Due amount are Water Invoices and Slip Invoices that are currently under dispute & under Review
14911	Royal Cargo Guam, LLC	$3,912.04					$3,912.04	$3,912.04	12/11/2018	Past Due amount has been cleared. No outstanding balance.
7341	Ambyth Shipping & Trading	$213,350.93	$204,308.98	$5,219.61		$66.30	$3,756.04	$22,546.86	12/27/2018	Outstanding balance are for Invoices that were under dispute and recently denied. Will follow up on status of payment.
15563	Tereas, Jeremy	$2,062.50	$137.50	$137.50	$137.50		$1,650.00	$687.50	4/11/2018	Final Notice was sent, Returned mail.
11794	Guam Shipyard	$2,733.74	$146.88	$322.14	$322.14	$495.60	$1,446.98	$33.98	11/15/2018	Currently with Legal, No update
15708	HMR Guam Inc.	$1,227.24					$1,227.24			Account will be sent to collections
7350	Consolidated Transportatio	$838,030.06	$833,068.60		$3,389.52	$625.95	$945.99	$2,272.27	12/31/2018	Customer had concerns for several Invoices, currently reviewing.
14368	SubCom, LLC	$1,272.21	$620.49				$651.72	$42.90	1/2/2019	Past due amount has been cleared
13537	Wang, Jackey	$21,117.06	$1,992.28	$2,017.28	$16,552.50		$555.00	$23,159.56	12/26/2018	Past due amount has been cleared
15663	Okeanos Marianas	$250.00					$250.00			Customer resides in Saipan, no updated contact information. Notices have been sent. A reccomendation to write off will be submitted if customer does not clear balance
7587	American President Lines L	$2,056,749.90	$1,737,529.26	$303,809.81	$14,203.40	$973.70	$233.73	$1,120.60	12/31/2018	Had a meeting with APL, they are still trying to work with their new management in Japan to clear past due invoices. There are multiple ACH payments that remain on account, awaiting for list of invoices to apply payment to
15327	Petrick, Philip R.	$503.38	-$61.10	$141.12	$141.12	$141.12	$141.12	$564.48	6/19/2018	2nd Notice will be sent out. No other updated contact information
13121	Tidewater Distributors Inc	$562.49	$223.02		$241.56		$97.91	$5,436.27	12/5/2018	2nd Notice was sent out
15541	Island Cargo Support	$75.74	-$2.17				$77.91	$58.44	7/19/2018	2nd Notice will be sent out.
14963	Castro, Jesse AR	$1,412.50	$520.00	$495.00	$347.50	$25.00	$25.00	$460.00	12/14/2018	Final Notice has been sent, will follow up with commercial on Status of termination
15079	McDermott, Brian	$741.20	$148.18	$148.18	$419.84		$25.00	$148.18	12/28/2018	Customer emailed John LG (Commercial) a check was mailed to PAG to clerar account
14791	Fong, Francis L	$168.12	$115.56	$49.56			$3.00	$620.00	5/21/2018	Per Conversation with Carl, customer just arrived on island and will make arrangements to clear past due
13422	Department of Agriculture	$10,800.00				$10,800.00		$14,765.40	5/3/2018	As per email correspondance with Jay Gutierrez, payment is in process

PORT AUTHORITY OF GUAM

AGING SUMMARY REPORT FY19

AS OF 11/30/2018

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
9814	Fentress, Michael D.	$910.98			$85.98	$825.00		$300.00	6/19/2018	Final Notice has been sent out, customer will be sent to collections
14161	Isla Trucking	$1,477.89	$19.75	$588.00	$639.91	$230.23		$500.00	12/31/2018	2nd Notice was sent out. Will follow up
13532	Ahlf, Douglas J.	$25.00				$25.00		$25.00	12/31/2018	Past due invoice has been cleared. Account is up to date
14444	Office of the Governor of	$7,046.34			$7,046.34			$7,046.34	12/3/2018	Cleared in December
7106	Shell Guam, Inc.	$3,900.00		$1,950.00	$1,950.00			$1,950.00	11/4/2011	Pending legal, assigment to IP&E
15095	Chen, Steven	$1,677.50	$207.50	$207.50	$1,262.50			$1,910.00	12/26/2018	Oustanding balance has been cleared, account is up to date
13202	Department of Administrati	$553.20	-$30.00		$583.20			$4,645.40	11/16/2018	Will follow up with DOA
13044	Smithbridge Guam, Inc.	$7,496.97	$127.05	$6,878.59	$491.33			$14,334.86	12/26/2018	Outstanding balance has been cleared, account is up to date
14381	Apra Dive & Marine Sports,	$2,967.91	$446.04	$2,195.90	$325.97			$1,568.20	10/16/2018	Final Notice has been sent, will follow up with commercial on Status of termination
12527	Paynter, Neil	$322.81		$164.05	$158.76			$322.81	1/2/2019	Past due balance has been cleared, account is up to date
15300	Berg, Julia	$595.00	$220.00	$220.00	$155.00			$750.00	12/20/2018	Customer cleared most of outstanding has a $65.00 balance will follow up on payment
15325	Kobayashi, Ronald	$50.00	-$100.00		$150.00			$150.00	12/6/2018	Late Notice will be sent, customer skipped a month in check payment and there was confusion after
10743	Poppe, Edward/FISH INC	$265.00	$80.00	$80.00	$105.00			$80.00	9/26/2018	2nd Notice has been sent
15103	Collier, Ernest	$75.00			$75.00			$220.00	12/11/2018	Late Notice will be sent out.
7413	Seabridge Inc.	$4,497.31	$3,691.09	$735.28	$70.94			$676.03	12/28/2018	Final Notice will be sent
14537	Fredrick, Bruce & Dianne	$125.00	$100.00		$25.00			$440.00	11/26/2018	2nd Notice will be sent out
15088	Shida, Paul H.	$95.00	$70.00		$25.00			$140.00	12/4/2018	Customer should be clearing interest fee, Carl called to find out if he had a balance because customer will be renewing
8483	Scuba Company	$5,944.44	$1,203.56	$4,740.88				$7,546.74	12/10/2018	Past due balance has been cleared, account is up to date
7368	Cabras Marine Corp	-$29,672.69	-$33,952.22	$4,279.53				$403.68	11/6/2018	Past due balance has been cleared,
13696	Lotus Pacifica Trading, In	$16,759.61	$14,820.82	$1,938.79				$10,037.86	12/26/2018	Past due balance has been cleared
15701	Granite Construction		-$797.34	$797.34				$797.34	10/16/2018	Past due balance has been cleared
14482	Quinata, John M.	$880.00	$220.00	$660.00				$412.50	12/19/2016	Illegal Parking fee, no updated contact information. Will follow up with commercial
7886	Guam Transport & Warehouse	$776.68	$188.68	$588.00				$588.00	1/2/2019	Past due balance has been cleared
15783	Bartlett, Daniel	$749.10	$428.05	$321.05				$100.00	10/31/2018	Late Notice will be sent, customer had some issues and thought he was being double billed.
14527	UMS Heavy Equipment Rental	$480.40	$267.34	$213.06				$2,500.00	11/29/2018	Customer requested for SOA to be emailed and payment will be made
14485	Rains, Julian T.	$162.00	$24.50	$137.50				$137.50	1/2/2019	Past due balance has been paid
10778	Real World Diving	$313.02	$198.02	$115.00				$766.34	12/4/2018	Past due balance has been paid
15745	Traffic Tech Guam	$0.06		$0.06				$0.06	12/20/2018	Past due balance has been paid

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AGING SUMMARY REPORT FY19

AS OF 11/30/2018

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
14642	Tristar Terminals Guam, In	$203,983.60	$203,983.60					$35,223.16	11/28/2018	
10225	Mobil Oil Guam, Inc.	$125,936.14	$125,936.14					$125,936.14	1/2/2019	
14171	Norton Lilly International	$39,336.73	$39,336.73					$5,686.53	1/2/2019	
14141	Core Tech International	$7,990.35	$7,990.35					$8,415.50	12/31/2018	
13476	Isla Maritime Agency	$3,390.86	$3,390.86					$3,390.86	12/5/2018	
7763	Guam Dolphin's Marine Spor	$817.74	$817.74					$1,899.31	12/3/2018	
15370	J524 Inc./Layla Dolphin Cr	$680.00	$680.00					$680.00	11/14/2018	
7624	Micronesian Divers Assoc.,	$615.00	$615.00					$932.60	12/10/2018	
9822	Osakana Cruise, Inc/Fish E	$510.00	$510.00					$510.00	1/2/2019	
15387	BROCK, GREGORY	$440.00	$440.00					$440.00	12/26/2018	
14364	P.S.V. Corp./Joo, Gi Bum	$389.05	$389.05					$1,101.24	12/5/2018	
1490	Guam Telephone Authority	$381.42	$381.42					$211.12	12/10/2018	
9831	Fish Hook Inc.	$360.00	$360.00					$360.00	1/2/2019	
15475	Tropical Island Marine Spo	$290.52	$290.52					$1,298.82	12/21/2018	
12293	Bradford, William W.	$220.00	$220.00					$220.00	10/26/2018	
15549	Regis, John F.	$160.00	$160.00					$300.00	12/31/2018	
14534	Martin, Dwight	$150.00	$150.00					$1,000.00	9/28/2018	
15774	Quinata, Jose M.	$137.50	$137.50					$275.00	12/12/2018	
13883	Isagani B. Baluyut Const.	$118.04	$118.04					$25.00	5/27/2005	
14429	Weilbacher, Walden	$75.00	$75.00					$300.00	10/5/2018	
15428	Stewart, Michael	$68.75	$68.75					$206.25	10/11/2018	
15699	Shut Up and Fish Guam	$62.50	$62.50					$500.00	11/14/2018	
15813	Ross Stores Inc.	$59.02	$59.02					$383.63	11/29/2018	
14582	Packbier, Paul E.R./PCR Gu	$55.00	$55.00					$105.00	12/10/2018	
14431	Quinata, Carlos/Amber Heri	$50.08	$50.08					$1,077.12	10/25/2018	
15593	Guam Ocean Adventures, LLC	$44.44	$44.44					$355.32	12/27/2018	
14694	Go Nakane	$37.50	$37.50					$100.00	12/21/2018	
15801	Saildrone Inc.	$32.00	$32.00					$32.00	12/18/2018	
14663	Cafky, James W. & Melvia	$25.00	$25.00					$245.00	12/21/2018	
15120	Aguon, Paul S.N.	$24.78	$24.78					$100.00	1/29/2016	
13803	Korando Corp.	$20.54	$20.54					$17.42	12/21/2018	
11762	Aqua World, Inc.	$10.65	$10.65					$2,700.00	12/10/2018	
11756	V.Angoco's Trucking	$7.30	$7.30					$118.04	12/14/2018	
14642	Tristar Terminals Guam, In	-$0.01	-$0.01					$35,223.16	11/28/2018	
15811	Ride the Ducks, LLC	-$0.02	-$0.02					$1,265.38	12/19/2018	
10524	Orcutt, Kenneth D.	-$0.50	-$0.50					$137.50	12/4/2018	
11778	Dewitt Trans Services of G	-$0.68	-$0.68					$318.65	12/6/2018	
15798	Edson, Roger	-$2.78	-$2.78					$169.34	12/21/2018	
13653	Yu, Niko K.	-$15.00	-$15.00					$240.00	11/14/2018	
14387	Guam Sungwoo Ferry Corp.	-$15.22	-$15.22					$674.78	12/13/2018	
14061	AR Sunriser Canteen/Cateri	-$21.06	-$21.06					$700.00	12/14/2018	
12518	Balajadia, Robert M.	-$25.00	-$25.00					$560.08	11/7/2018	

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AGING SUMMARY REPORT FY19

AS OF 11/30/2018

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
15526	Ovalles, Victor	-$25.00	-$25.00					$275.00	12/21/2018	
15722	Butler, Stephen	-$25.00	-$25.00					$220.00	10/31/2018	
13190	GENTLY BLUE DIVING SHOP	-$27.39	-$27.39					$9.41	9/18/2018	
9697	Camacho, Antonio Frank C.	-$40.00	-$40.00					$480.00	12/5/2018	
12397	Cruz, John R.	-$40.00	-$40.00					$160.00	8/29/2017	
14533	Brochon, Michael	-$40.00	-$40.00					$505.00	8/13/2018	
1190	HATTIG, HERBERT G.	-$50.00	-$50.00					$50.00	11/15/2018	
1204	CEPEDA, SHAWN B.	-$50.00	-$50.00					$50.00	11/19/2018	
1300	SANTOS, RAYMOND B.	-$50.00	-$50.00							
1749	CARBULLIDO, RITA B.	-$50.00	-$50.00					$30.00	9/1/2017	
2020	TAIJERON, NIKKI A.	-$50.00	-$50.00					$50.00	11/30/2018	
9742	Duenas, Christopher M.	-$50.00	-$50.00					$300.00	8/7/2018	
13089	Guam Fisherman's Cooperati	-$50.00	-$50.00					$650.00	9/17/2018	
13545	Perez, Vincent T./Vern Per	-$50.00	-$50.00					$600.00	12/11/2018	
14447	Flores, Paul A	-$50.00	-$50.00					$125.00	11/27/2018	
15205	RIDLON, DANIEL A	-$50.00	-$50.00					$600.00	1/8/2018	
15429	Gilin, Grace	-$50.00	-$50.00					$50.00	5/31/2018	
15465	Ching, Ken	-$50.00	-$50.00					$50.00	11/27/2018	
15488	Love, Rick	-$50.00	-$50.00					$50.00	9/7/2018	
15527	Walsh, Joshua	-$50.00	-$50.00					$50.00	12/28/2018	
15597	Gorman, John T.	-$50.00	-$50.00					$50.00	6/13/2017	
15674	Ching, Donald	-$50.00	-$50.00							
15677	Reinhardt, Kyle Christophe	-$50.00	-$50.00					$15.00	2/20/2018	
15682	Marges, Lilyjing D. T.	-$50.00	-$50.00					$50.00	3/26/2018	
15694	Hocog, Gerry J.	-$50.00	-$50.00							
15713	SCHEPER, ROBERT I.	-$50.00	-$50.00					$50.00	3/16/2018	
15726	Garrido, Keoni L.	-$50.00	-$50.00					$50.00	4/20/2018	
15758	Dunn, Timothy J.	-$50.00	-$50.00					$50.00	6/19/2018	
15792	Denton, Walter	-$50.00	-$50.00					$50.00	8/31/2018	
15804	Santiago, Luzviminda E.	-$50.00	-$50.00					$50.00	11/7/2018	
15807	Romero, Nicole R.	-$50.00	-$50.00					$50.00	11/13/2018	
15810	Fejeran, Jayton M.	-$50.00	-$50.00					$50.00	11/19/2018	
12509	Hanley, Timothy F.	-$52.50	-$52.50					$105.00	11/27/2018	
14684	Guam Pak Express Inc.	-$55.37	-$55.37					$55.37	9/26/2018	
15235	Oil Spill Response Operati	-$67.96	-$67.96					$3,864.00	12/14/2018	
15782	Mills, Laura J.	-$75.00	-$75.00					$75.00	11/28/2018	
14210	Kaneshiro, Roger J., D.D.S	-$80.00	-$80.00					$960.00	1/10/2018	
12394	Wong, Billy	-$87.50	-$87.50					$350.00	12/31/2018	
9849	Flores, William A.	-$100.00	-$100.00					$600.00	3/8/2018	
13913	Skoocumchuck Charters Inc.	-$100.00	-$100.00					$698.16	12/18/2018	
15698	Poseidon's Maidens Charter	-$100.00	-$100.00					$212.50	12/18/2018	
15748	Nugam, Henry L.	-$100.00	-$100.00					$100.00	6/1/2018	

PORT AUTHORITY OF GUAM

AGING SUMMARY REPORT FY19

AS OF 11/30/2018

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
15749	Lagutang, Herbert C.D.	-$110.00	-$110.00					$220.00	12/18/2018	
15812	Baluyot, Isagani	-$118.04	-$118.04					$118.04	11/20/2018	
14535	Young, Dione & Jerry	-$125.00	-$125.00					$150.00	12/28/2018	
13081	Watanabe, Akio/Fontana & C	-$128.00	-$128.00					$147.00	4/10/2017	
14150	PIER, KENNETH	-$137.50	-$137.50					$275.00	10/29/2018	
14570	Terlaje, Glenn	-$137.50	-$137.50					$137.50	1/4/2018	
15594	Mcvey, Troy	-$137.50	-$137.50					$825.00	10/3/2018	
15692	Jo, Myeongseon	-$137.50	-$137.50					$390.96	6/27/2018	
15704	Halmi, Anthony Villagomez	-$137.50	-$137.50					$137.50	12/17/2018	
12895	Bell, James C. or Cynthia	-$150.00	-$150.00					$450.00	12/18/2018	
15433	Pieske, Burghard	-$150.00	-$150.00					$600.00	7/3/2018	
15718	Larsen, Helge	-$150.00	-$150.00					$300.00	10/4/2018	
15582	Shavers, George Kenneth	-$162.50	-$162.50					$0.08	7/16/2018	
14776	MARAD	-$169.45	-$169.45							
1500	Atlantis Guam	-$184.79	-$184.79					$3,057.60	12/17/2018	
15207	SOUTH PACIFIC DREAM CORPOR	-$190.00	-$190.00					$140.00	12/26/2018	
1862	SANTOS, JOHN T.	-$194.00	-$194.00							
14907	Taitano, John	-$216.00	-$216.00					$71.00	7/6/2018	
13677	Brown, Roy	-$220.00	-$220.00					$174.45	5/17/2017	
15242	Ames, Todd	-$220.00	-$220.00					$220.00	12/31/2018	
14143	Salt Shaker Yacht Charter	-$245.26	-$245.26					$269.30	12/21/2018	
15099	Williams, Michael E.	-$250.00	-$250.00					$250.00	11/14/2018	
15467	Baird, Austin & Belinda	-$260.00	-$260.00					$520.00	11/13/2018	
12338	Tembata, Masao DBA:Ten Boa	-$262.50	-$262.50					$212.50	4/3/2018	
12424	Flores, Joaquin C.	-$275.00	-$275.00					$137.50	12/26/2018	
14013	Brandt, Jim or Bonnie	-$275.00	-$275.00					$275.00	11/13/2018	
8336	Pacific Trucking Inc.	-$292.38	-$292.38					$59.02	12/20/2018	
11775	Charles Marine Sports Club	-$295.10	-$295.10					$1,298.30	12/3/2018	
13314	Island Certs Corporation	-$325.00	-$325.00					$1,650.00	12/18/2018	
12706	Guam Seawalker Tours	-$340.00	-$340.00					$440.00	12/28/2018	
15031	Asia Pacific Wholesalers	-$342.31	-$342.31					$2,922.00	7/3/2018	
12373	Beighley, Jim/Mark Baldyga	-$400.00	-$400.00					$50.00	8/27/2018	
8352	Paradise Aqua Corp.	-$423.36	-$423.36					$423.36	12/26/2018	
15326	Campus, Hieu	-$490.00	-$490.00					$1,560.00	1/18/2018	
14136	San Nicolas, Jose T.	-$510.00	-$510.00					$220.00	12/17/2018	
14290	DGX	-$513.44	-$513.44					$118.04	1/2/2019	
15612	Churchill, Charles D.	-$526.60	-$526.60					$1,200.00	11/6/2018	
1487	Guam Federation of Teacher	-$859.00	-$859.00							
13191	Aguon, Sonja V. or Paul SN	-$918.85	-$918.85					$100.00	11/30/2018	
10621	Perez, Thomas L.G.	-$960.00	-$960.00					$960.00	11/26/2018	
9401	Tasi Tours Inc.	-$1,046.10	-$1,046.10					$694.62	12/18/2018	
9478	Triple B Forwarders	-$1,067.38	-$1,067.38					$200.05	12/27/2018	

PORT AUTHORITY OF GUAM

AGING SUMMARY REPORT FY19

AS OF 11/30/2018

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
10250	Morrico Equipment LLC	-$1,241.08	-$1,241.08					$525.00	9/26/2018	
15152	SUNNY SIDE UP GUAM INC.	-$2,672.50	-$2,672.50					$6,000.00	12/22/2017	
13030	South Pacific Petroleum Co	-$29,896.34	-$29,896.34					$29,742.00	12/26/2018	
15334	KALS Corporation	-$34,690.42	-$34,690.42					$2,714.75	12/12/2018	
12511	Hanson Permanente Cement o	-$69,663.08	-$69,663.08					$172,000.00	3/6/2018	
14778	IP&E Holding LLC	-$537,405.03	-$537,405.03					$1,881.26	12/21/2018	
9224	Island Equipment Company							$236.08	12/20/2018	
9566	Western Sales Trading Co.							$767.26	11/28/2018	
11770	Black Construction Corpora							$275.10	11/28/2018	
12514	Pepsi Cola Bottling Co. Gu							$29.51	11/27/2018	
14384	Auto Marine Inc.							$190.13	11/27/2018	
	Total	$7,622,875.82	$6,831,050.04	$407,996.92	$174,783.89	$26,541.08	$182,503.89			
			89.6%	5.4%	2.3%	0.3%	2.4%			

Port Authority of Guam
AP Aging Summary
30-Nov-18

ID	Vendor Name	Contact No.	Co	Balance Open	Aging Current	46 - 60	61 - 90	91 - 120	Over 120	Remarks
13280	America's Best El	671 6476674/75SON	50	619.15	619.15					
14337	ALAN SEARLE & ASS	671 6424707	50	3800	3800					
11674	AM Insurance	671 4772632/42MON	50	219909.73	11383.73	190526			18000	
13495	BME & Son Inc.	671 6323338/63754	50	67442.68					67442.68	*liquadated damagesS LE projec; matters with legal .*
11831	Cash		50	1029.03	1029.03					
14510	Data Management R	671 6473674	50	23423	23423					
7755	Detry Plumbing Se	671 6465946(FRANC	50	175	175					
13603	DHL Express (USA)	972 6086120	50	112.54	112.54					
14052	Far East Equipmen	671 8886270/JOHNL	50	38503.05	38503.05					
14763	Fastenal Company	671 6481406	50	39.73			39.73			
11954	First Class Trave	671 6491543/5	50	12880.81	12880.81					
9030	Foremost Crystal	671 6499782	50	-793.5	-793.5					
14056	Gov't of Guam Ret		50	18.41					18.41	
11471	Gov't of Guam Ret	671 7342196	50	-145825.94	-145826					
7747	Guahan Waste Cont	671 6495183	50	462.7					462.7	
7641	Guam Environmenta	671 4756201	50	15	15					
7851	Guam Power Author	671 5652909(AGAT)	50	102787.67	102787.7					
15838	Guam Solid Waste	671 6463111	50	64.81	64.81					
12126	Guam Waterworks A	671 6477800(ROSE)	50	131559.96	5228.94				126331	*pending deduct meter adjustment.*
2019	GUERRERO, KODY F.	671 727-3873	50	350					350	
14761	G4S Security Syst	671 6468341	50	425225.73				10764.12	414461.6	*Hold payment due to breach of contract; with legal.*
14920	Heavy Equipment P	671 6888401	50	550					550	
9152	HFP Industrial Pr	671 6470345	50	1601.72	1601.72					
11784	Island Choice Dri	671 6378902	50	703.1	703.1					
2021	IRIARTE, JACOB Q.	671 482-9546	50	350					350	*staled check; reverse transaction*
15034	IT&E		50	17.81					17.81	
9275	JMI-EDISON	671 6466400	50	1248.4	1248.4					
13982	JOHNSTONE SUPPLY	6490581	50	1764.48	1764.48					
14946	JTC Services Guam	671 4733000	50	22305	22305					
13803	Korando Corp.	6497880/7881	50	500414.84	500414.8					
15029	M.D. WHOLESALE	671 6465355	50	10675.2	10675.2					
7376	Matson Navigation	671 4755961-CSD 4	50	8076.43	8076.43					
10188	Mid-Pac Far East	671 6325160/5169/	50	25904.86	25904.86					
10250	Morrico Equipment	671 6491947FRANK	50	33743.4	20112				13631.4	*assessment for liquadated damages due to PAG*
11930	ME International	671 6374441/2	50	3050	3050					

Port Authority of Guam
AP Aging Summary
30-Nov-18

ID	Vendor Name	Contact No.	Co	Balance Open	Current	46 - 60	61 - 90	91 - 120	Over 120	Remarks
2022	MEEKS, LEANN M.	671 682-2564	50	350					350	*stale dated check; reverse transaction*
2024	MIZUSAWA, KIRT K.	671 969-2595	50	350					350	*stale dated check; reverse transaction*
12510	N.C. Macario & As	671 6490901	50	49974.08	49974.08					
10516	Pacific Data Syst	671 6484361/2	50	2314.49	2314.49					
13196	Pacific Human Res	671 6376906/7/8	50	453.6	453.6					
14831	Phillips and Bord	671 4772223	50	71497.4	71497.4					
14909	Propacific Builde	671 4773109/88856	50	47846.14	47846.14					
14631	Public Utilities	671 4721907	50	3105.26	3105.26					
15341	PTI PACIFIC INC.		50	1517.1	1517.1					
15144	R&E GARCIA LLC, D	671 6469287	50	732					732	*pending credit adjustment*
10823	Reaction Supply C	671 4725651	50	3818	3818					
7093	Safety 1st system	671 6496440DAVE	50	434	434					
13007	Shooting Star Pro	671 4779348/9	50	5250	5250					
13030	South Pacific Pet	671 4728871(OPERA	50	41607.07	41607.07					
2023	SALAS, RUDOLPH C.	671 477-3270	50	350					350	*stale dated checks;voided*
13907	SIRIUS COMPUTER S	808 7396139/866-6	50	9684.22	9684.22					
15630	SOURCE RITE INC		50	885	-1090	1975				
15398	Terlaje, Miguel T	671 777-2262	50	50					50	*beach rental deposit*
13909	The Guam Daily Po	6491924(CAROL	50	192	192					
11983	Treasurer of Guam		50	11908.23	11908.23					
12043	Triple J Commerci	671 6468233	50	156	156					
14642	Tristar Terminals	671 5652300	50	24180.36	23369.45			324.79	486.12	*Disputed charges due to unsupported document.*
2020	TAIJERON, NIKKI A	671 788-7054	50	350					350	*Stale dated check;voided*
15432	TRACK ME GUAM, LL	671 6496345	50	2726	2726					
11623	Unitek Environmen	671 5653151(LEROY	50	112673.58			5000		107673.6	*Disputed billing pending credit adjustment*
11956	Workers Compensat		50	23713.71	21083.71				2630	*Disputed billing B.Meno services*
15591	WASTE WATER MANAG		50	5550	5550					
7253	Xerox Corporation	671 4779456/9495	50	8910.67	8889.78				20.89	*Back billing for supplies*
50	Port	Authority of Guam		1922783.71	959545.9	192501	5039.73	11088.91	754608.2	
	Grand	Total		1922783.71	959545.9	192501	5039.73	11088.91	754608.2	

PORT AUTHORITY OF GUAM

Budget Transactions

In the January 31, 2013 board meeting, Acting General Manager requested authorization from the Board of Directors to allow management to lift quarterly budget and be able to transfer money within divisions budget to give them the flexibility to manage their division. The Board of Directors approved the above request provided that the request be documented and that the Board be informed. Therefore, below are the current transactions.

Budget Lifts: NOVEMBER

Memo Date	Division	Request	Acct. No.	Annual Budget	Quarterly Budget	Used as of 11/30/18	Balance	Reason
11/6/2019	INFORMATION TECHNOLOGY	LIFT ANNUAL BUDGET	670.8114	33,981	8,495	6,193	27,788	Transfer to Holiday Account
11/8/2019	SAFETY	LIFT ANNUAL BUDGET	123.8524.ENVIRON	75,000	18,750		75,000	SPCC and RCRA Regulation Requirements
11/13/2018	FINANCE	LIFT ANNUAL BUDGET	681.8114	8,000	2,000	1,078	6,922	Closing of FY2018
11/13/2018	SAFETY	LIFT 2ND QTR BUDGET	123.8114	10,000	2,500	3,855	6,145	Unforseen Overtime Work
11/14/2018	PREVENTIVE MAINTENANCE	LIFT 2ND QTR BUDGET	412.8114	75,000	18,750	16,109	58,891	Cover for Current and Upcoming Requests
11/15/2018	FACILITY	LIFT 2ND & 3RD QTR BUDGET	421.8524	92,500	23,125	4,590	87,910	Cover FY2018 Late Purchases and New Requisitions
11/15/2018	CRANES	LIFT 2ND & 3RD QTR BUDGET	411.8652.CAT	90,000	22,500		90,000	Technical Services for 3 Generators G4, 5 & 6
11/15/2018	ELECTRICAL	LIFT 2ND & 3RD QTR BUDGET	423.8366.OFCEQPT	160,000	40,000		160,000	Cover FY2018 Late Purchases and New Requisitions
11/16/2018	ELECTRICAL	LIFT 2ND & 3RD QTR BUDGET	423.8114	60,000	15,000	7,736	52,264	Cover for Current and Upcoming Requests
11/26/2018	HARBOR MASTER	LIFT 2ND QTR BUDGET	121.8114	7,000	1,750	1,889	5,111	Shortage of Manpower due to recent Retirements
11/21/2018	CRANES	LIFT 2ND & 3RD QTR BUDGET	411.8391.MATPARTS	252,333	63,083		252,333	BPA & Requisitions
11/29/2018	TRANSPORTATION	LIFT 2ND QTR BUDGET	330.8114	81,000	20,250	17,771	63,229	Cover for Current and Upcoming Requests
11/29/2018	TRANSPORTATION	LIFT 2ND QTR BUDGET	331.8114	150,642	37,661	24,384	126,258	Cover for Current and Upcoming Requests
11/29/2018	TRANSPORTATION	LIFT 2ND QTR BUDGET	332.8114	401,000	100,250	52,892	348,108	Cover for Current and Upcoming Requests
11/29/2018	TRANSPORTATION	LIFT 2ND QTR BUDGET	333.8114	30,000	7,500	4,543	25,457	Cover for Current and Upcoming Requests

Divisional Transfers: NOVEMBER

Memo Date	Division	Request	Acct. No.			Amount	Reason
11/6/2018	INFORMATION TECHNOLOGY	TRANSFER FUNDS	670.8114	to	670.8113	1,019.28	Veteran's Day Work Request
11/13/2018	FINANCE	TRANSFER FUNDS	681.8114	to	681.8113	1,000.00	Veteran's Day Work Request

Port Authority of Guam
Crane Surcharge Revenue & Expense Report
2 Months Ending 11/30/18

	Current Month Actual	%	Year to Date Actual	%
CRANE SURCHARGE REVENUES	581,608.50	100	1,092,314.20	100
DIRECT COST				
Salaries & Wages	67,305.31	11.6	130,138.15	11.9
Insured Benefits	5,573.62	1	11,083.51	1
Retirement Benefits	15,195.63	2.6	31,712.60	2.9
Other Benefits	4,420.14	0.8	9,327.22	0.9
General Insurance	21,666.67	3.7	43,333.34	4
Rep. & Maint.-Pola 14	5,102.16	0.9	11,225.69	1
Rep. & Maint.-Pola 16	10,032.97	1.7	17,528.56	1.6
Rep. & Maint.-Pola 17	10,596.32	1.8	16,426.23	1.5
Depreciation & Amortization	67,438.42	11.6	134,876.84	12.4
Supplies	8,400.59	1.4	10,306.58	0.9
Overhead Allocation	117,326.73	20.2	265,140.80	24.3
Typhoon Expense	1,392.51	0.2	5,618.60	0.5
TOTAL DIRECT COST	334,451.07	57.5	686,718.12	62.9
OPERATING INCOME (LOSS)	**247,157.43**	**42.5**	**405,596.08**	**37.1**

UPDATE: MONDAY, FEBRRUARY 11, 2019 9:14am

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	10/07/19	-	FULL TERM
2	G4S	Implementation & Integration of TOS	RFP-013-004	IT	5 years	2014 to 2019	03/17/19		FULL TERM
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	04/02/20	04/02/19	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	05/31/19		
5	AM Insurance	Insurance Coverages	GSA/PAG-020-17	Finance	5 years	10/01/2017 to 09/30/2022	09/30/22	09/30/19	Premium based
6	AM Insurance	Workers Compensation Coverages	GSA/PAG-018-17	Finance/Safety	1 year - 2017 to 2018	8/1/2018 to 7/31/2019	07/31/19		Need New IFB
7	Matson	Matson-Technical Support Services	RFP-016-003	EQMR	Extended from 11/4/2018 to 5/4/2019	11/4/16 to 11/3/17	05/04/19	05/04/19	490,000.00
8	Bank of Guam	Banking Services	RFP-014-004	Finance	5 years	6/1/14 to 5/31/19	05/31/19		
9		Risk Management Consultant	RFP	Finance	Need to prepare RFP	Pending Requisition and Scope of Work			
10	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	08/13/23	08/13/21	Fees based on rates
11	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	03/18/20	03/18/19	Fees based on rates
12	Phillips & Bordallo	Legal Services	RFP-015-004	Corporate	1 yr w/options NTE 4 years	06/17/15 to 06/16/2016	06/16/19		
13	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	09/20/22	09/20/20	Fees based on rates
14	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	07/16/20	07/17/19	Task Order Based
15		M & O of F-1 Fuel Pier Facility	RFP-013-003	Engineering	5 years	04/01/14 to 03/31/19	03/31/19		
16	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	07/09/19	-	Need New RFP
17	Deloitte & Touche	Annual Independent Audit Services	RFP-018-003	Fiscal	FY18, FY19, FY20, w/ 1yr Option	FY18, FY19, FY20, w/ 1yr Option	12/31/2022	12/31/2021	$45,000.00
18	Parsons Brinckerhoff /WSP	OAE - Owner Agent Engineer	RFP-015-003	Planning	1 yr w/ 4 options NTE 5 yrs	9/9/15 to 9/8/16 exercised options	09/08/20	09/08/19	$2.58mil
19	Nick Captain and Assoc.	Appraisal Consulting Services	RFP-016-001	Commercial	3yrs w/2 options NTE 5yrs	4/13/16 to 4/12/19	04/12/21	04/12/19	Check w/End User

Orange - Renewal by Amendment Blue - Requires new RFP Yellow - Active Procurement/Process ongoing Tan - Full Term need input from IT

UPDATE: MONDAY, FEBRRUARY 11, 2019 9:14am

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)
19		A/E Design and Consulting Services New Admin Building	RFP 019-001	Engineering	RFP Announced 01/08/19	2 years w/3 options			Ongoing procurement, pre-proposal on 1/15/19
20		A/E Design and Consulting Services Golf Pier	RFP 019-002	Engineering	RFP Announced 01/08/19	2 years w/3 options			Ongoing procurement, pre-proposal on 1/15/19
21		A/E Design and Consulting Services EQMR, Warehouse No.1, Waterline	RFP 019-003	Engineering	RFP Announced 01/08/19	2 years w/3 options			Ongoing procurement, pre-proposal on 1/15/19
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	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
2	Canton Construction	Agat Marina Demolition and Removal of Dock "B"	IFB-CIP-018-001	CIP	120 calendar days	NTP commencement date: Dec 27, 2018.			$50,243.67
3	ProPacific Builders Corp.	Design/Build to Supply & Install 8,000 Gal. Double Wall Fuel Tank w/ Fuel Dispenser & Appurtenances	IFB-CIP-018-002	CIP	245 Calendar days from NTP. See Change Order No.1	ONGOING - Project commencement: 7/16/18			$272,000.00
4	AYM International	Trench Drain Repairs and Upgrade	IFB-CIP-018-003	CIP	182 Calendar Days	ONGOING - Project commencement: 11/26/18			$456,759.30
5	Jones & Guerrero	Steel Poles and Solar LED Lighting Installation	IFB-CIP-018-004	CIP	243 Calendar Days	ONGOING - Project commenced: 9/10/18			$336,561.02
6		Re-Painting of the CMU Wall and Terminal Booths and Replacement of Barbed Wire.	IFB-CIP-019-001	CIP	122 Calendar Days				Pending Publication of IFB
7		Thermo Plastic Striping Paint, pavement marking numberings and Alpha characters.	IFB-CIP-019-001	CIP	182 Calendar Days				Pending Publication of IFB
8									

Orange - Renewal by Amendment Blue - Requires new RFP Yellow - Active Procurement/Process ongoing Tan - Full Term need input from IT

Port Authority of Guam
Capital Improvement Projects
Engineering Division
Summary Status

As of February 8 , 2019 **Fact Sheet No. 78**

Project:	**Marine SLE Project, Wharf Repairs**
Project No.:	IFB No. PAG-CIP-014-005
Project Amount:	$4,541,635.00
Funding Source:	Port Authority of Guam
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 of Guam – FMF
Contractor:	Korando Corporation
Construction Manager:	PAG Engineering
Notice to Proceed:	September 4,2018
Project Completion:	240 Calendar days
Work Status:	As per February 7, 2019 Asphalt concrete pavement was completed at area "P" and area "Q". Percentage of work accomplish as of January 31, 2018 is 46.5 %. Korando Corporation continue working at areas "R", "H" & "I". Concrete pouring is on-going as of February 8, 2019

****

Project:	**A/E Design Consultant Services**
Project No.:	RFP No. PAG-016-002
Project Amount:	IDIQ Contract
Funding Source:	Port Authority of Guam
A/E Consultant:	N.C. Macario & Associates
Construction Manager:	N.C. Macario & Associates
Notice to Proceed:	September 30, 2016
Project Completion:	September 29, 2018 w/ 1 year option to extend from PAG
Work Status:	NC Macario continue construction management of Task order no.3 and 4.

****

Project:	**Container Yard Trench Drain Repair**
Project No.:	IFB No. PAG-CIP-017-003
Project Amount:	$456,759.00
Funding Source:	Port Authority of Guam
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:	Concrete pouring is on-going at Sta. 8+00 to 8+160 as of February 8, 2019

****

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:	100 % Completed.

****

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.:	IFB-PAG-CIP-018-004
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:	On-going work continues at rear of PAG Admin. Bldg. Rebar & fabrication of form works preparation for concrete pole footing foundation.

****

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-going for testing of 8,000 gal Fuel tank. Installation of Solar Light Pole is scheduled for February 9, 2019. Scheduled GFD Inspection will be on February 22, 2019.

****

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.

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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:	**Project** Completed 100%. Awaits final payment.

****

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:	**Work continues as of February 5, 2019 inside Mobil Guam Pier.**

****

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:	Meeting with WSP is on-going as of February 7, 2019

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:	Meeting with WSP is on-going as of February 7, 2019

****

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:	Meeting with WSP is on-going as of February 7, 2019

****

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:	Meeting with WSP is on-going as of February 7, 2019

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Project:	**New Administration 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:	PAG Team met on December 20,2018. PAG team agreed that A/E Bid Documents will be advertised at end of the year.

****

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 and on-going process for Procurement announcement of Invitation For Bid. Procurement to advertise.

****

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 to revise 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.

****

FY-19 WORK INJURY REPORT
(01/01/19 to 12/31/19)

Divisions	*Lost-time	**Recordable	*** Refused Treatment
Stevedoring	0	0	0
Transportation	1	0	0
Terminal	0	0	0
EQMR	1	0	0
Others	1	0	0
Total	3	0	0

Work Injury Summary for this reporting period: 2/08/2019

Total Injuries for FY-19 to date: 3–Injury

3-- Lost-time
0– Recordable
0– Refused Medical Attention

Last disabling work injury was on: 01/30/19

Number of days since last disabling work injury: 9-days

Note: PAG best record was 222 days or 7 months w/o a disabling work injury

***Lost-time** = If an employee was injured on the job and medical doctor sent him/her home, his/her injury is considered a lost-time.
****Recordable** = If an employee was injured on the job and medical doctor treated him/her and released him/her back to work on the same day (Recordable because of medical charges).
*****Refused Medical Attention:** Filed WC Forms 201 & 202 for record purposes only.

PORT OF GUAM
ATURIDAT I PUETTON GUAHAN
Jose D. Leon Guerrero Commercial Port
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Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445
Website: *www.portguam.com*

Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

February 7, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: Request for Creation of Position – Port Attorney

The establishment of a staff attorney position within the Port's Classification and Compensation Plan will provide Port management with advice and guidance on the day-to-day transactions, such as, reviewing commercial leases, landlord-tenant disputes, government procedure solicitations, claims filed, account receivable collections, human resources, labor relations, Sunshine Act compliance, etc.

Additionally, by employing an individual to occupy this position will provide the Authority with continuity and institutional knowledge of Port's operations. The Port in-house attorney can actively guide management in decisions that could have potential legal ramifications and assist in averting possible problems with contract management, negotiation and personnel matters.

On January 8, 2019, I presented a request to you, seeking authorization to begin the creation of position process for staff attorney under the Port's Classification and Compensation Plan. Thank you for approving such authorization.

We are attaching our classification report and analysis justifying the need to create a Port Attorney position in the classified service under the Port Classification and Compensation Plan.

Public Law 30-43 adopted the Port's Personnel Rules and Regulations which authorizes the Board of Directors to create positions in the classified service in accordance with Title 4, Guam Code Annotated, Section 6303(d). Rule 5.015 of the Personnel Rules and Regulations stipulates that the General Manager shall petition the Board to create new positions or classes of positions when necessary for the efficient performance of the duties and functions of the Port. The petition shall include:

1. The justification for the new position;
2. The essential details concerning the creation of the position;
3. An analysis of the similarities and differences between the position to be created and positions listed pursuant to Title 4, GCA, Section 4101.1(d);
4. The position description;
5. The proposed pay range and demonstration of compliance with Section 6301 of Title 4, GCA; and
6. A fiscal note as that term is described in Title 2, GCA, Section 9101 *et seq.;* and any other pertinent information.

Upon your approval to establish the Port Attorney position, Rule 5.016 of the Personnel Rules and Regulations requires the following transparencies and disclosures:

1. The petition for request for creation is posted on the Port's website for 10 days (Saturdays, Sundays and Government of Guam holidays excepted); and

2. Notices of the postings are provided to each newspaper of general circulation and broadcasting station which airs a regular local news program within Guam.

After the transparency process has been completed, this office will forward the petition, along with evidence of compliance to the Board. If the Board is satisfied that all requirements have been met, the petition for creation of position is approved by resolution, which copies will be transmitted to the Director of Administration and Guam Legislative Secretary.

Upon meeting the above requirements, the Port will then be able to fill the position once 30 days have elapsed from the date of filing with the Legislative Secretary. However, if the Port does not comply with the requirements, such creation of position shall be voided.

To ensure that transparency and disclosure is provided to all parties concerned, the following processes and estimated timeframes are to be followed:

PROCESS	ESTIMATED TIMELINE
Request to be submitted to the Board for their initial review and approval to proceed with the transparency process for the creation of the position, i.e., posting such request on the Port's website.	February 12, 2019
If Board agrees to proceed with the creation, the request will be transmitted to the division heads for review and comments	February 13, 2019
Posting of proposed creation of position on Port's website.	February 13 – 26, 2019
Notification to be provided to the electronic and written media outlets of the Port's request, its availability on the website; and possible Board meeting date the request may be approved.	February 13, 2019
Request to be re-submitted to the Board for final approval and adoption by resolution.	March 26, 2019
Creation of position documents transmitted to the Director of Administration and Guam Legislative Secretary.	March 27, 2019
Process job announcement for positions and/or effective date of reallocation of positions.	March 28, 2019

In light of the above, we are transmitting our request to create the Port Attorney position in the classified service for your initial review and ask you kind approval to begin the transparency and disclosure process for the creation.

I am available should you have any questions. *Si Yu'os Ma'ase!*

Attachments

PORT AUTHORITY OF GUAM
Jose D. Leon Guerrero Commercial Port
Piti, Guam

PETITION FOR
CREATION OF POSITION – PORT ATTORNEY POSITION

REQUEST

On January 8, 2019, the Port General Manager presented to the Board of Directors a request to authorize management to proceed with a creation of position for an attorney. The request was approved by the Board to proceed with establishing the Port Attorney position in the classified service under the Port's Classification and Compensation Plan.

AUTHORITY

Public Law 30-43 adopted the Port's Personnel Rules and Regulations which authorizes the Board of Directors to create positions in the classified service. Rule 5.015, *Creation of New Positions and Classes of Positions*, of the Personnel Rules and Regulations stipulates:

A. Pursuant to Section 6303(d), Title 4, GCA, the General Manager shall petition the Board to create new positions or classes of positions when necessary for the efficient performance of duties and functions of the Port.

B. The petition shall include:

1. *the justification for the new position;*
2. *the essential details concerning the creation of the position;*
3. *the analysis of the similarities and differences between the position to be created and the positions listed pursuant to Title 4, GCA, Section 4101.1(d);*
4. *the position description;*
5. *the proposed pay range and demonstration of compliance with Section 6301 of Title 4, GCA; and*
6. *a fiscal note as that term is described in Title 2, GCA, Section 9101 et seq.; and any other pertinent information.*

C. The petition shall be posted on the Port's website for ten (10) days (Saturdays, Sundays and Government of Guam holidays excepted). After the posting, the General Manager shall forward the petition, along with evidence of his compliance with Title 5, GCA, Section 6303.1(a) to the Board, who if they approve the same, shall approve the petition by resolution and file the petition and resolution for record with the Director of Administration and the Legislative Secretary.

D. No new position may be filled until after compliance of the provisions of this Section and thirty (30) days have elapsed from the date of filing with the Legislative Secretary.

In line with this, Rule 5.016, *Transparency and Disclosure of Creation of New Positions or Classes of Positions,* states:

A. *Prompt notice of the postings required by Title 4, GCA, Sections 6205 and 6303 shall be provided to each newspaper of general circulation and broadcasting station which airs a regular local news program within Guam.*

B. *The petitions required by Title 4, GCA, Sections 6205 and 6303 are public documents for the purposes of Title 5, GCA, Chapter 10, Article 1 (The Sunshine Law).*

C. *Any attempted creation of a position or above-step recruitment not in compliance with the provisions of Title 4, GCA, Sections 6205, 6303 and 6303.1(a) is void.*

References of Compliance

2 GCA §9101, Restrictions Against Unfunded Appropriations, *"All bills that have an effect upon the revenues or the expenditure of any funds of the Government of Guam shall identify a specific funding source for which funds are, in fact, available...."*

4 GCA §4105(a) Departmental Rules *"Rules subject to criteria established by this Chapter governing selection, promotion, performance, evaluation, demotion, suspension and other disciplinary action of classified employees shall be adopted by the Board of Directors of the...Jose D. Leon Guerrero Commercial Port...with respect to personnel matters within their respective Branches, agencies, public corporations or departments, and by the Director of Administration as to all other Executive Branch employment."*

4 GCA §4101.1(d). Responsibilities of the Director of Administration Regarding Personnel Policy of the Government. *"The Director of Administration shall perform the following functions... (d) Maintain, post and keep current on the Department's website a list of all classified and unclassified positions in the executive branch, including autonomous agencies and public corporations, showing the job description and pay range assigned to each position...."*

4 GCA §6301. Compensation Policy.

"(1) Employee compensation shall be based on internal equity and external competitiveness.
(2) To the extent practical, compensation will be targeted at the U.S. National Average levels compared to the appropriate labor markets and account taken of the relevant economic factors.
(3) Internal equity shall be reviewed annually and external competitiveness at least every three (3) years.
(4) Compensation structures and administrative policies should also recognize and reward individual employees commensurate with performance.
(5) All aspects of compensation (base salaries, benefits, pay differentials, and other factors) will be considered as a total reward and incentive package for employees and shall be consistent and uniformly administered through the government.
(6) A program of ongoing communications and training shall be a critical component of compensation administration."

AGENCY BACKGROUND

Public Law 13-87 created the Port Authority of Guam as a public corporation and an autonomous instrumentality of the Government of Guam. The Agency is mandated to provide for the needs of ocean commerce, shipping recreational, commercial/boating and navigation of the Territory of Guam. Its enabling act provides that it must be entirely self-supporting. Its financial obligations and administrative operating costs must be paid by monies generated from the use of its facilities and services in accordance with the provisions of the Port terminal tariff. The Board of Directors is comprised of five (5) non-salaried members appointed by the Governor with the consent and advice of the Guam Legislature. The Board provides and establishes policies and directives pertaining to the planning, promotion, development, construction, operation and maintenance of the Port facilities.

BACKGROUND INFORMATION OF PROPOSED POSITION

Since 2010, there have been 51 cases which were referred to Port Legal Counsel to pursue litigation. Out of the 51 cases, 16 were pending—3 civil and 13 employee adverse action appeals. The Port has expended more than $6 million in legal fees to pursue litigation over the past 8 years.

As the Port moves forward with the capital improvement projects to prepare for the military build-up, areas reviewed to reduce costs and still achieve operational mission objectives were made. One of the areas reviewed was how the Port handled legal matters.

It was determined the bulk of legal representation deals with ordinary and routine matters. To establish an attorney position under Port's Classification and Compensation Plan will provide management with advice and guidance on the day-to-day transactions, such as, reviewing commercial leases, landlord-tenant disputes, government procurement solicitations, claims filed, account receivable collection, human resources, Sunshine Act compliance, etc.

Employing an attorney as a full-time employee of the Authority will also provide continuity and develop institutional knowledge of the Agency. The incumbent who occupies this position can actively guide management in decisions that could have potential legal ramifications and assist in averting possible problems with contract management, negotiation and personnel matters. The combination of legal knowledge and experience will make a better-rounded advisor, helping the Port avoid unnecessary liability while increasing efficiency and effectiveness.

METHODOLOGY

Management along with the Consultant reviewed the duties and responsibilities of the proposed Port Attorney position using the job evaluation systematic process for assessing the content, relative size and importance of the job within our organization using a total of 12 measurement factors. Each factor indicates a point rating and sum of all points representing the total "points" value for the job. Also provided were the organizational and functional charts.

In summary, the job evaluation provides:

1. A structured approach to assessing the relative worth of each job;
2. Measurement factors universally applicable across all sectors of industry, commerce, and government; and
3. objectivity which is attained to avoid much of the irrational and/or emotional impact of personality conflicts and personal prejudices.

Part two of the methodology completes the evaluation of these positions in using the New Port Compensation structuring which is determined based on compensation comparison of Compensation trends of the Private Sector, State and Local Government on percentage changes in wages, salaries and benefits, including Market Percentiles, the determination of Certified/Technical and Professional Positions and regression analysis of base salaries.

CLASSIFICATION REVIEW

The proposed Port Attorney position is under the policy direction of the Board of Directors and General Manager. The position's nature of work is to provide legal services and counsel to the Board, managers and staff on legal issues of significant complexity, sensitivity and potential risk and consequences to the Port. The position may represent the Attorney General of Guam for Port matters if designated or authorized. While issues vary in difficulty and complexity, the position will typically perform the most complex, difficult or sensitive matter requiring the application of seasoned, expert legal judgment and expert litigation skills.

The position requires knowledge of:

1. principles and practices of civil and administrative law, especially as they relate to government entities and the Government of Guam.

2. effective strategies, practices and techniques in the conduct of negotiations and litigation.

3. the Guam Code Annotated, federal and other laws, regulations, ordinances, policies and opinions applicable to the operations of the Port.

4. principles, methods and techniques of legal research and investigation.

5. local and federal law and regulation, court decisions and other legal requirements applicable to governmental operations and personnel.

6. effective principles and practices of legal communication.

7. basic principles and practices of law office administration.

8. principles and practices of effective management and supervision.

9. government administrative human resources rules and regulations, policies and procedures and labor contract provisions.

10. employment law, laws and policies related to labor and employment provisions.

Ability to:

1. define, analyze and litigate complex legal issues and problems. Research and organize facts, perform legal risk-benefit analyses, evaluate alternatives and develop sound conclusions and legal advice.

2. present statement of fact, aw and argument clearly, logically and persuasively.

3. exercise sound, independent judgment within general policy guidelines and legal parameters.

4. Interpret and explain local and federal law, regulations, legislation and constitutional provisions affecting Port operations.

5. develop sound negotiations and litigation strategy and represent the Port effectively in meetings and hearings.

6. draft clear, concise and competent legal opinions, briefs, resolutions, ordinances, agreements, contracts, proposed legislation, reports, correspondence and other written materials.

7. use effective written and oral communication skills, including explaining complex and unfamiliar legal principles to non-technical audiences.

8. use a high degree of integrity and discretion in dealing with confidential issues and situations.

9. develop and maintain effective working relationship with the Board of Directors members, all levels of Port management and staff, other government attorneys, outside legal counsels, experts and consultants, representatives of other government agencies and departments, Port stakeholders and others encountered in the course of work.

Guidelines applied in many assignments may be limited to basic legislation, implementing regulations and agency policies which must be carefully analyzed for general application. The more specific guidelines may be of limited use as the legislative histories or precedent decisions may be ambiguous or apparently in conflict. The position must use initiative and resourcefulness in interpreting and applying guidelines and precedents in non-routine situations. In the number of situations, the position may need to rely on past personal experience to evaluate the applicability of guidelines on issues where conflicting decisions have not been resolved or where factual situations vary so widely that it is highly questionable as to which precedents can be adopted to specific matters.

The education for the position requires graduation with a Juris Doctor degree from an accredited law school by the American Bar Association.

Special requirements of the position will require the applicant to possess a current license to practice in a state or territory of the United States, current certificate of good standing, and a valid driver's license.

ANALYSIS OF SIMILARITIES AND DIFFERENCES:

A review of the Government of Guam Classification Plan's Occupational Listing and other autonomous agencies staffing patterns reveal the following positions that are closely associated with the proposed Port Attorney position.

Staff Attorney - Guam Waterworks Authority	$115,003.20 per annum
Attorney IV – Office of the Attorney General	$68,493.00 per annum

However, the positions can only be used by the Office of the Attorney General and Guam Waterworks Authority.

As a result, it is recommended that Port Attorney position be established under the Port's Classification and Compensation Plan.

FISCAL NOTE:

Based on the attached analysis, funding has been identified and approved by the Board.

RECOMMENDATION:

Our review is recommending the compensation for the Port Attorney will commensurate with the incumbent's years of experience as an attorney as follows:

Years of Experience	Pay Grade/Step	Minimum Base Salary	Maximum Base Salary
Zero (0) to three (3)	K-5B to K-6B	$64,341.00	$66,953.00
Three (3) to Five (5)	N-3C to N-4C	$85,625.00	$89,102.00
Five (5) to Eight (8)	P-2C to P-3C	$107,858.00	$112,237.00
Eight (8) plus	P-5A to P-6A	$119,142.00	$123,980.00

Based on the above and the attached analysis and documents, it is recommended that the Board of Directors approve the creation of the Port Attorney position and the resultant pay grade allocations at the pay grades indicated above in the classified service.

PORT ATTORNEY

NATURE OF WORK:

Under policy direction of the Jose D. Leon Guerrero Commercial Port Board of Directors and General Manager provides legal services and counsels to the Board, managers and staff on legal issues of significant complexity, sensitivity and potential risk and consequences for the Port. The employee also represents the Attorney General of Guam for Port matters if designated or authorized. Provides work direction and guidance to other professional staff as directed. While issues vary in difficulty and complexity, the employee typically performs the most complex, difficult or sensitive matters requiring the application of seasoned, expert legal judgment and expert litigation skills.

ILLUSTRATIVE EXAMPLES OF DUTIES: (These examples do not include the duties and responsibilities which may be assigned; nor do the examples cover all the duties which may be performed.)

Provides legal advice and representation on a wide range of complex legal matters related to Port contractual rights and obligations, real estate, construction, maritime employment, government employment, conflicts of interest, procurement and other applicable local and federal laws. Researches legal issues and statutory and case law; drafts and/or reviews opinions, resolutions, ordinances, contracts and other legal documents and instruments. Monitors, reviews and drafts recommended changes to existing or proposed legislation.

Negotiates or supervises the negotiation of settlement to litigations, claims and disputes.

Participates with Port staff in negotiating and drafting complex contracts and agreements for use and development of Port properties and facilities.

Performs litigation duties as to court actions, motions, and discovery. Represents the Port in administrative hearings, arbitrations, mediations or other adversarial proceedings as directed by Board of Directors, with designation or authorization by the Attorney General of Guam.

Coordinates and monitors the work of outside counsel, experts, and consultants retained to resolve claims or represent the Port in hearings and litigation. Provides advice to the Board, Port management and staff on the status of litigation.

Attends the meetings of the Board and management when assigned. Participates with Port management and staff in the preparation and review of matters to be presented to the Board and on strategic and business planning processes and issues.

Assists the Board and General Manager with policy and office management issues.

May assist the Attorney General of Guam on projects and matters of mutual interest to the Port

Supervises and provides guidance and direction to professional staff in the Authority. Prepares the budget for the legal office.

Responds to requests from the Board and management.

MINIMUM KNOWLEDGE, ABILTIIES AND SKILLS:

Knowledge of:

1. principles and practices of civil and administrative law, especially as they relate to government entities and the Government of Guam.

2. effective strategies, practices and techniques in the conduct of negotiations and litigation.

3. the Guam Code Annotated, federal and other laws, regulations, ordinances, policies and opinions applicable to the operations of the Port.

4. principles, methods and techniques of legal research and investigation.

5. local and federal law and regulation, court decisions and other legal requirements applicable to governmental operations and personnel.

6. effective principles and practices of legal communication.

7. basic principles and practices of law office administration.

8. principles and practices of effective management and supervision.

9. government administrative human resources rules and regulations, policies and procedures and labor contract provisions.

10. employment law, laws and policies related to labor and employment provisions.

Ability to:

1. define, analyze and litigate complex legal issues and problems. Research and organize facts, perform legal risk-benefit analyses, evaluate alternatives and develop sound conclusions and legal advice.

2. present statement of fact, aw and argument clearly, logically and persuasively.

3. exercise sound, independent judgment within general policy guidelines and legal parameters.

4. Interpret and explain local and federal law, regulations, legislation and constitutional provisions affecting Port operations.

5. develop sound negotiations and litigation strategy and represent the Port effectively in meetings and hearings.

6. draft clear, concise and competent legal opinions, briefs, resolutions, ordinances, agreements, contracts, proposed legislation, reports, correspondence and other written materials.

7. use effective written and oral communication skills, including explaining complex and unfamiliar legal principles to non-technical audiences.

8. use a high degree of integrity and discretion in dealing with confidential issues and situations.

9. develop and maintain effective working relationship with the Board of Directors members, all levels of Port management and staff, other government attorneys, outside legal counsels, experts and consultants, representatives of other government agencies and departments, Port stakeholders and others encountered in the course of work.

MINIMUM REQUIREMENTS:

A. Education and Training:

Graduation with a Juris Doctor degree from an accredited law school by the American Bar Association.

B. Experience:

1. Zero (0) to three years of experience as an attorney, working under the supervision of a senior attorney or judge.

2. three (3) years of experience but less than five (5) years of experience as an attorney, working under the supervision of a senior attorney.

3. A senior attorney with over five (5) years but less than eight (8) years of experience as an attorney, working with minimal supervision, who may supervise and direct other attorneys.

4. a senior attorney with over eight (8) years as an attorney, working with minimal supervision, with possible supervisory duties over other attorneys.

C. Licenses, Certificates; Special Requirements:

1. Possession of a current license to practice in a state or territory of the United States
2. Current certificate of good standing.
3. A current and valid driver's license at time of appointment and maintained at all times thereafter in order to operate a vehicle on government business.

Fiscal Year 2019
FUNCTIONAL STATEMENT FOR
GENERAL MAANGER'S OFFICE

INTRODUCTION

The Jose D. Leon Guerrero Commercial Port is established by Public Law 13-87, as a public corporation and an autonomous instrumentality of the Government of Guam. The Agency is mandated to provide for the needs of ocean commerce, shipping, recreational, commercial/boating and navigation of the Territory of Guam.

The enabling act provides that the Port must be entirely self-supporting, i.e., it must raise capital funds for construction projects by borrowing money on its own credit. Its financial obligations and administrative operating costs must be paid by monies generated from the use of its facilities and services in accordance with the provisions of the Port terminal tariff.

BOARD OF DIRECTORS

The Board of Directors is composed of five (5) non-salaried members, appointed by the Governor with the consent and advice of the Guam Legislature. The Board provides and establishes policies and directives pertaining to the planning, promotion, development, construction, operation and maintenance of the Port facilities.

GENERAL MANAGER

The General Manager, under the general direction of the Board of Directors, serves as Chief Executive Officer for the Authority. The General Manager has charge and control of the planning, organization, staffing, direction and coordination of the Authority's operations and business affairs. The General Manager is hired and employed at the pleasure of the Board.

Port Attorney

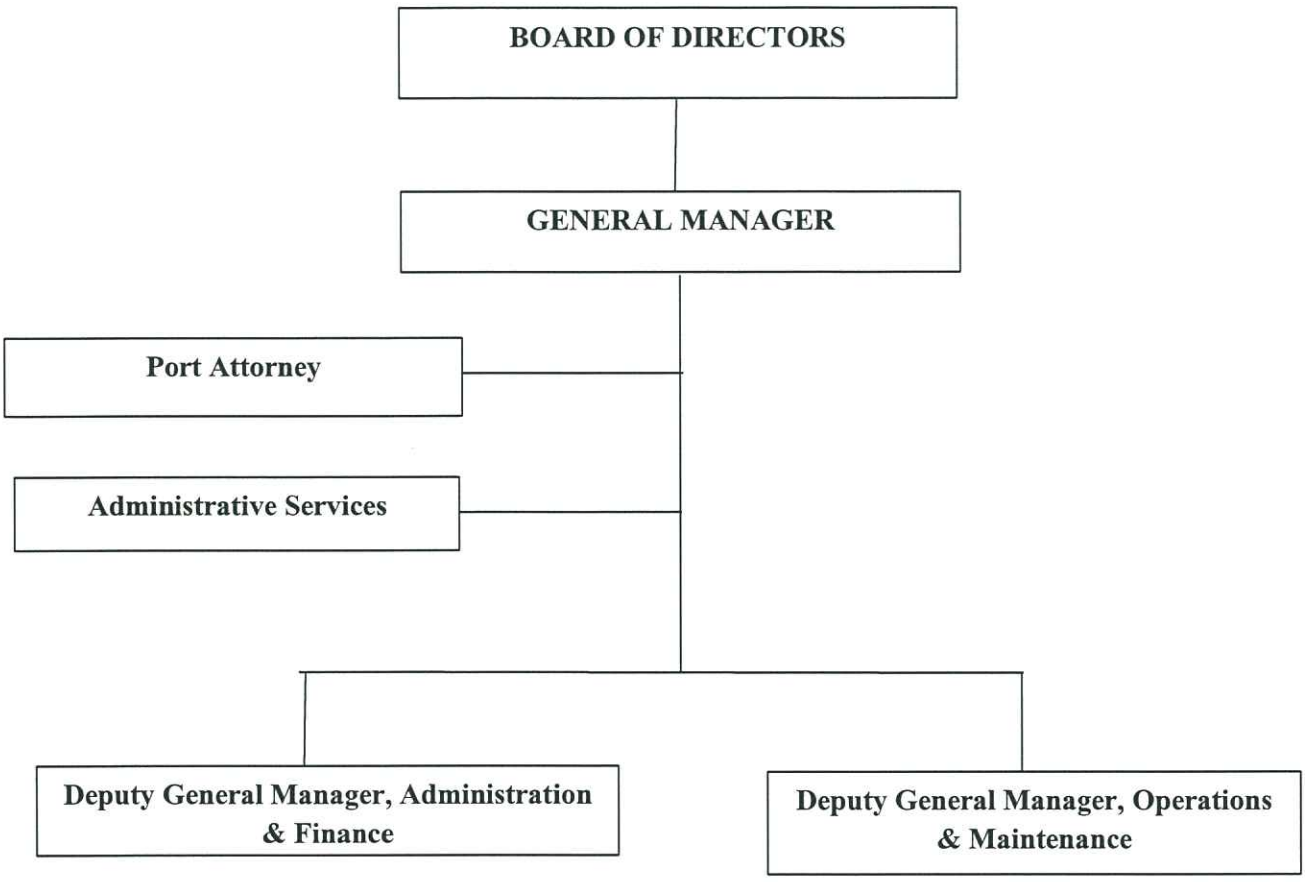
Provides legal advice and representation on a wide range of complex legal matters related to Port contractual rights and obligations, real estate, construction, maritime employment, government employment, conflicts of interest, procurement and other applicable local and federal laws.

Administrative Services

Provides administrative and secretarial services to the Board of Directors, General Manager and Deputy General Managers.

JOSE D. LEON GUERRERO COMMERCIAL PORT
ORGANIZATIONAL CHART – FISCAL YEAR 2019

GENERAL MANAGER'S OFFICE



PORT AUTHORITY OF GUAM

POSITION DESCRIPTION

1.0 IDENTIFICATION

POSITION TITLE	**Port Attorney**
POSITION NUMBER	
NAME OF EMPLOYEE	New
NAME OF DIRECT SUPERVISOR	Rory J. Respicio
TITLE OF DIRECT SUPERVISOR	General Manager
JOB LOCATION (Department / Agency)	Port Authority of Guam
DIVISION	General Manager's Office
DEPARTMENT	
SECTION / UNIT	
FLSA	
CLASSIFICATION	[X] Classified [ ] Unclassified [ ] Vacant
JOB EVALUATION POINTS	
PAY GRADE	
POSITION DESCRIPTION (Reviewed)	

2.0 DESCRIPTION OF DUTIES

2.1 ESSESNTIAL FUNCTIONS

Organize and list duties and/or responsibilities that must be performed using one of the formats below :

a) Daily work assignments, beginning with the first duty and ending with the last duty of the day
b) Percentage of time. Show % for each duty and/or responsibility (Note: total % should equal 100%)
c) Order of importance, beginning with the most important

Mark with an [X] one format only: a) [X] b) [ ] c) [ ]

Duty No or % of Time	Duties and/or Responsibilities
1.	Provides legal advice and representation on Port contractual rights, obligations, real estate, construction, maritime employment, government employment, conflicts of interest, procurement and other applicable and federal laws.
2.	Conducts research on legal issues and statutory & case law. Drafts and/or reviews opinions, resolutions, ordinances, contracts and other legal instruments.
3.	Monitors, reviews and drafts recommended changes to Port's enabling act, existing or proposed legislations
4.	Participates or supervises negotiations for settlement to litigation, claims and disputes.
5.	Participates with Port staff in negotiating and drafting complex contracts and agreements for use and development of Port properties and facilities.
6.	Performs litigation duties as to court actions, motions and discovery. Represents the Port in administration hearings, arbitrations, mediations or other adversarial proceedings as directed by the Board of Directors, with designation or authorization by the Attorney General of Guam.
7.	Coordinates and monitors the work of outside counsel, experts and consultants retained to resolve claims or represent the Port in hearings and litigations. Provides status of such litigation to the Board, Port management and staff.
8.	Attends Board and management meetings.
9.	Participates with Port management and staff in preparing and reviewing matters to be presented to the Board on strategic and business planning processes and issues.
10.	Assist the Board and General Manager with policy and office management issues.
11.	May assist the Attorney General of Guam on projects and matters of mutual interest to the Port.
12.	Prepares budget for legal office.
13.	May supervise and provide guidance and direction to professional staff of the Port.

2.2 NON-ESSESNTIAL OR ADDITIONAL FUNCTIONS

List duties and responsibilities not listed above that may be performed, as assigned :

Duty No or % of Time	Duties and/or Responsibilities

3.0 CONTACTS

Departments, agencies and/or individuals you deal with during the course of your daily activities :

3.1 WITHIN DEPARTMENT / AGENCY

Mark one correct response below with an [X]

	None
	Up to 15% of total working hours
	15 - 50% of total working hours
X	Over 50% of total working hours

3.2 OUTSIDE DEPARTMENT / AGENCY

Mark one correct response below with an [X]

	None
	Up to 15% of total working hours
X	15 - 50% of total working hours
	Over 50% of total working hours

4.0 SUPERVISON RECEIVED

How closely is the employee / job holder's work reviewed by their direct Supervisor.
Mark one correct response below with an [X]

	Detailed and specific instructions / procedures received or followed for each assignment
	General Supervision - Routine duties are performed with minimal supervision. Standard practices or procedures allow employee to function alone at routine work. Supervisor makes occasional check of work while in progress. Work is reviewed upon completion.

	Direction - Receives guidance about general objectives in most of the tasks and projects assigned; determines methods, work sequence, scheduling and how to achieve objectives of assignments; operates within policy guidelines. (Generally applicable to skilled professionals, managers and supervisors.
X	General Direction - Receives very general guidance about overall objectives; work is usually quite independent of others; operates within division or department policy guidelines, using independent judgment in achieving assigned objectives. (Generally applicable to managers / administrators in large and complex organizations and to department / agency heads and their first assistants.)

5.0 SUPERVISON EXERCISED

The employee / job holder supervises other employees. List the number of employees supervised, their position titles and a brief description of their responsibilities.

If the employee has no supervisory responsibility mark [X] in this box [ ]

No Supervised	Position Title	Description of Responsibilities
None		

6.0 EQUIPMENT

List the equipment (pickup truck, welder, crane, etc.), office machines (word processor, calculator, copying machine, etc.), or any other machines, tools or devices that are used on a regular and continuing basis. Show what percentage of the regular workday is spent using each.

%	Tools / Equipment
90%	PC Computer or Laptop
10%	Telephone
10%	Vehicle

7.0 JOB REQUIREMENTS

[X] Mark [X] in this box if the job holder is unable to complete this section. The direct Supervisor will then complete this section for the job holder.

7.1 MINIMUM QUALIFICATION REQUIREMENTS

Identify below the minimum experience and training a qualified applicant must have before employment.

7.1.1 WORK EXPERIENCE

List the general, specialized and/or supervisory / management work experience needed and how much (in months and/or years). If none, mark an [X] in box a) "No work experience required."

a) No work experience required ☐

b) General

	Years	Months

c) Specialized

	Years	Months
Experience as an attorney working under the supervision of a senior attorney or judge	0-3	
Experience as an attorney, working under the supervision of a senorio attorney	3-5	

d) Supervisor / Management

	Years	Months
Senior attorney working with minimal supervision and may supervise and direct other attorneys	5-8	
Senior attorney working with minimal supervision and with possible supervisory duties over Other attorneys	8 plus	

If no work experience is required, list the knowledge, abilities and skills a qualified applicant needs before employment to perform the essential job functions.

	Years	Months

7.1.2 FORMAL EDUCATION OR TRAINING

Mark an [X] in the box that indicates the most applicable education level required :

☐ Below High School. Show number of years : ☐

☐ High School Graduation / GED

☐ Vocational / Technical School. Detail belowthe specific training that is required by this position :

☐ Some College. Show number of ☐ Semester Hours, or

☐ Quarter Hours

Detail below specific courses required by the essential functions of this position :

☒ College Degree. Show major area of study required :

Associates :	
Bachelors :	
Masters :	
Beyond Masters :	Juris Degree from an accredited law school by the American Bar Association

7.1.3 CRITICAL SKILLS / EXPERTISE

List specialized skills or specialization needed to perform essential functions :

Negotiation
litigation

7.1.4 LICENCE / REGISTRATION OR CERTIFICATION

List possession of required license, professional registration/certification needed to perform essential functions :

Possession of a current license to practice in a state or territory of the United States
Current certificate of good standing
Valid driver's license

7.2 MENTAL / VISUAL / PHYSICAL & ENVIRONMENTAL JOB REQUIREMENTS

7.2.1 PHYSICAL REQUIREMENTS

Mark with an [X] below the most appropriate physical requirement(s) for the job.

X	Sitting	The job requires the employee to sit in a comfortable position most of the time. The employee can move about.
	Sitting	Employee is required to sit for extended periods or time without being able to leave the work area.
X	Sitting/Standing/Walking	The employee is required to sit, stand, walk most of the time.
	Climbing	Employee is required to climb ladders or scaffolding or to climb and work in overhead areas.
	Lifting	Employee is required to raise or lower objects from one level to another regularly.
	Pulling and/or Pushing	The job requires exerting force up to _____ pounds on a regular basis to move the object to or away from the employee.
	Carrying	The employee is required, on a regular basis, to carry objects in his or her arms or on the shoulder(s).
	Reaching	The employee is regularly required to use the hands and arms to reach for objects.
	Stooping and Crouching	The employee is regularly required to bend forward by bending at the waist or by bending legs and spine.
	Crawling	Employee is required to work in a confined space and/or to crawl and move about on his or her hands and knees.
X	Speaking	The job requires expressing ideas by the spoken word.
X	Listening	The job requires the perception of speech or the nature of sounds in the air.
	Other	See description below

Describe any other physical job requirements below :

7.2.2 MENTAL / VISUAL REQUIREMENTS

Mark with an [X] below the most appropriate mental / visual requirement for the job.

- [ ] General Intelligence (typical requirement for machine operators, office staff, etc.)
- [ ] Motor Coordination Skills (typical for automotive mechanic, painter, etc.)
- [ ] Coordination of Eyes, Hands, and Feet (e.g. tractor trailer driver, fire fighter, line electrician, etc.)
- [X] Verbal Intelligence (typical for counsellors, customer service representatives, etc.)

☐ Numerical Intelligence (typical for an accounting clerk, cargo checker, etc.)

☐ Other (outline below)

7.2.3 WORK ENVIRONMENT & WEATHER EXPOSURE

Selecting one response only show what percent of a typical workday is spent :

%	
90	Indoors in a comfortable temperature-controlled environment (for instance, in an office)
	Indoors in a non-temperature-controlled environment (e.g. storerooms and warehouses, etc.)
5%	Outdoors exposed to changing weather conditions (for instance, rain, sun, wind, etc.)
5%	Outdoors but in an enclosed vehicle protected from extreme weather conditions.

7.2.4 OTHER PHYSICAL WORKING CONDITIONS

☐ Mark an [X] in the box if none of the following is applicable

Show what percent of a typical workday this position is exposed to:

%	
	Air contamination (i.e., dust, fumes, smoke, toxic conditions, disagreeable odours).
	Vibration (i.e., operating jackhammer, impact wrench).
	Noise (Exposure at a level enough to cause bearing loss or fatigue).
	An improperly illuminated or awkward and confining work space.
	Working above ground level where the chance of falling exists (e.g. ladders, bucket trucks etc)
	Lifting or carrying items or objects. Describe item/object and weight:

☐ Heat. Describe source and degree of high temperature.

☐ Cold. Describe source and degree of cold temperature:

☐ Other hazards. Describe:

7.2.5 IRREGULAR / UNUSUAL JOB REQUIREMENTS

Describe the working conditions that are irregular or unusual for the job and show frequency of exposure.

☐ Mark an [X] in the box if not applicable

Condition	Frequency of Exposure

7.3 WORK SCHEDULE / HOURS

Work Schedule/Hours – Mark an [X] the most appropriate work schedule/hours for the job.

☒ Regular - Standard Eight (8) hours daily, Monday - Friday

☐ Irregular - Shift work - A 24-hour work operation.

☐ Regular / Irregular - Overtime hours with overtime pay entitlement

State purpose and average total hours required per pay period:

☐ Regular / Irregular - Overtime hours without overtime pay entitlement

State purpose and average total hours required per pay period:

The information given on this position is complete and correct.

_____ _____

Signature of Employee Date

FISCAL NOTE

1. A. Fiscal effect: Identify the fiscal effect on agency appropriations compared to funding levels and appropriations anticipated under current Budget.

	FY 2019				FY 2020			
	General	Crane Surcharge	FMF	Marinas	General	Crane Surcharge	FMF	Marinas
Revenues								
Expenditures	$ 97,814							
Budget	$ 97,814							

2. A. Fiscal impact summary: *Provide a brief summary of the measure, including description of the provisions having fiscal impact.*

The Port is in the process of petitioning the creation of a staff attorney position under the Port's Classification and Compensation Plan. The salaries and benefits for the position has also been identified. The following are the different levels recommended for the Port Attorney position and their corresponding salary ranges.

1. Port Attorney I (0 to 3 years experience) - $64,341 (K-5-B) to $66,953 (K-6-B)
2. Port Attorney II (3 to 5 years experience) - $85,625 (N-3-C) to $89,102 (N-4-C)
3. Port Attorney III (5 + years of experience) - $107,858 (P-2-C) to $112,237 (P-3-C)
4. Port Attorney IV (8 + years of experience) - $119,142 (P-5-A) to $123,980 (P-6-A)

B. Fiscal impact sections: *Identify and provide a brief description of the sections of the measure which have fiscal impact. Include any assumptions and comments relevant to the analysis.*

During the regular meeting on January 8, 2019, the Board approved management's proposal to create an In-House Staff Attorney. This position will be under the General Managers Office, which will affect the GM's Budget. A full-time equivalency has been identified and transferred to the General Manager's Office.

3. Fiscal effect detail: *For information shown under state fiscal effect in 1A, please:*
A. Revenues:

B. Expenditures:
Depending on what level the Port decides to hire for the attorney position, the effect on the projected expenditures would increase based on the final salary level minus the FTE budget for the Maintenance Custodian. The total amount of $97,814 is based on the highest salary level for a Port Attorney IV at $123,980 less the FY19 Budget for a Maintenance Custodian at $26,166.40.

C. Budget: *Explain the appropriation amounts. Provide detail, when appropriate, for each agency and fund affected. Explain the relationship between the amounts shown for expenditures and appropriations. Indicate whether the appropriation or a part of the appropriation is included in the executive budget or relates to a continuing appropriation.*

The FTE position for the vacant Maintenance Custodian is identified to be used for the attorney position. The annual budget for the vacant position is $26,166.40. The General Manager's budget will increase by the total approved salary of the attorney from the hire date to the end of Fiscal Year 2019.

Name: Jose B. Guevara III, Financial Affairs Controller
Division: Finance Division
Telephone: 477-5931
Date Prepared: 02/04/2019

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*

Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

February 4, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: Finance Division – Organizational Chart

By way of background, the Board of Directors at its meeting held on May 30, 2018 had approved the "Finance Division – Organizational Chart". The rationale then reported by previous management was to reflect the workflow of said division. In doing so, created three heads of the division – Revenue Accounting, Expense Accounting and Financial Affairs.

After careful review, management found it necessary to bring this matter back to the Board for reasons that the process by which the reorganizational structure of the Finance division as represented by previous management is contrary to law. Public Law 34-087 provides that reorganization of an entity shall be accomplished in accordance with an executive order issued by the Governor, and adherence to the procedures of the Administrative Adjudication Act.

Additionally, it is important to note that by reorganizing the structure of the Finance division has adversely impacted the functionality, responsibility and accountability of the division. The following supports this statement.

Management Audit
In 2000, a management audit of the Port Authority was performed by Ernest & Young. One of their value proposition was the realignment of the organizational structure that would enable an efficient and organized structure of the Finance division. The Port Authority then implemented the recommendations of Ernest & Young which resulted in the Financial Affairs Controller as the overall head of the Finance department comprised of a Revenue and Expense section.

Audit Requirements
During an audit process, "the authority agrees that it will comply with the generally accepted government auditing standards, including, but not limited to the following: (1) the Authority will designate a **management level individual to be responsible and accountable** for overseeing the nonaudit service [management's chart of accounts]…".

Government Agency Comparison
Further review was made with other government of Guam agencies specific to the Finance Division organizational structure. The findings revealed that the Finance Division of the Department of Administration, the Guam Power Authority and the University of Guam is led by a Controller. This structure is undoubtedly similar to the common practice in the private entities as well.

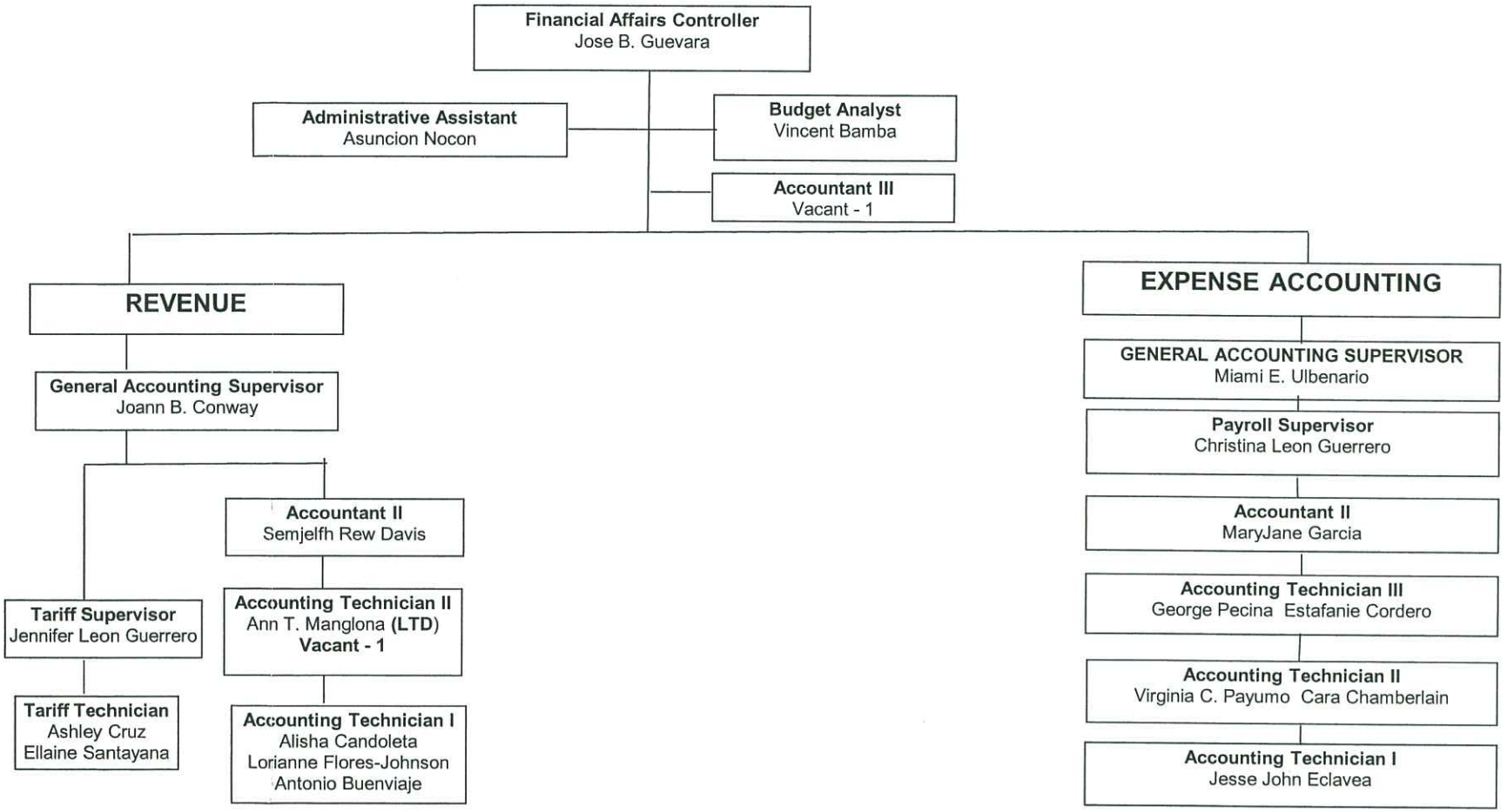
Based on the foregoing, it is requested that the Board rescind its action of May 30, 2018 and revert back the Finance division's original organizational structure as presented wherein the Financial Affairs Controller is the overall head of such division. This will further ensure compliance and consistency with the management audit, the requirements of the audit as well as other government agencies and private sector practices.

I am available for any questions you may have.

Attachment

PORT AUTHORITY OF GUAM
Jose D. Leon Guerrero Commerical Port
FISCAL YEAR 2019 ORGANIZATIONAL CHART

FINANCE DIVISION



Doc. No. 35GL-19-0142.*

PORT OF GUAM
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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*

Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

February 11, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: Board Resolution No. 2018-06 PMC for Gantry Cranes

The Board of Directors at its meeting of September 26, 2018 approved Resolution No. 2018-06 relative to the performance management contract for gantry cranes, Request for Proposal No. PAG-018-001.

Due to certain ambiguities or otherwise inadequate specifications found in the request for proposal, the Port Authority has determined, in accordance with 2 GAR, Section 3115, that it is in the best interest of the territory to cancel. As a result, Board action is being requested to rescind said resolution.

I am available for any questions you may have. *Si Yu'os Ma'ase!*

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.
Doc. No. 35GL-19-0142.

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. 2018-06

RELATIVE TO THE APPROVAL OF MATSON NAVIGATION COMPANY, INC. FOR THE PERFORMANCE MANAGEMENT CONTRACT FOR GANTRY CRANES

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

WHEREAS, on January 24, 2018, the Port Authority of Guam (PAG) issued a Request for Proposal (RFP) No. PAG-018-001 to solicit consulting services for the performance management of gantry cranes; and

WHEREAS, a total of two (2) firms submitted its proposal in response to the RFP and as part of the procurement process such proposals were evaluated by the Port's Evaluation Committee and the results determined that Matson Navigation Company, Inc. was the most qualified offeror; and

WHEREAS, a letter of Notice of Intent to Award was sent on April 6, 2018 to Matson Navigation Company, Inc. to submit their cost proposal to initiate the cost negotiation proceedings; thereafter, numerous offers and counteroffers by both parties ensued; and

WHEREAS, on September 17, 2018, Matson Navigation Company, Inc. officially accepted the Port Authority of Guam's counteroffer that resulted in having both parties reaching a fair and reasonable negotiation; and

WHEREAS, the Port Authority Board of Directors at its regular meeting of September 26, 2018 approved the contract award to Matson Navigation Company, Inc. for RFP-PAG-018-001 for the Performance Management Contract for Gantry Cranes; now therefore be it

RESOLVED, the Port Authority Board of Directors authorizes management to petition the Public Utilities Commission (PUC) to review and approve the contract award to Matson Navigation Company, Inc. in accordance with the Contract Review Protocol for the Port Authority of Guam; and be it further

RESOLVED, the Chairman certify to, and the Secretary attest to, the adoption hereof and that a copy of this resolution be sent to the Public Utilities Commission.

PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF DIRECTORS THIS 26th DAY OF SEPTEMBER, 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

Rules for 2019 Collective Bargaining Negotiations between The Jose D. Leon Guerrero Commercial Port and Guam Federation of Teachers on behalf of the Operations and Maintenance Department Employees.

THIS RULES AGREEMENT, is made and entered into this 6th day of February 2019, by and between The Jose D. Leon Guerrero Commercial Port hereinafter referred to as "PAG," and the Guam Federation of Teachers' Union, hereinafter referred to as the "GFT," collectively referred to as the "Parties."

RECITALS

WHEREAS, pursuant to 4 G.C.A. §10105 employees have the right to form, join, assist and participate in the management of employee organizations of their own choice; and

WHEREAS, in compliance with the requirements set forth in 4 G.C.A. §10109, PAG'S Management hereby recognizes GFT as the exclusive representative of PAG'S employees because at least ten percent (10%) of PAG'S, Unit, employees are members of the GFT and because a majority of such of PAG'S employees have designated GFT as their exclusive representative; and

WHEREAS, pursuant to 4 GCA §10113(b), GFT has the right, as the exclusive representative of PAG'S Operations and Maintenance Employees to negotiate a written Union Contract, a.k.a Collective Bargaining Agreement, with PAG'S Management, reflecting bilateral determination of specific terms and conditions of employment, subject to paramount law and regulations.

NOW THEREFORE, in compliance with the above premises and the mutual promises set forth herein and the terms and conditions hereinafter set forth, PAG and GFT hereby covenant and agree as follows:

1. PAG and GFT agree to negotiate the terms of a written Union Contract which shall be mutually agreed to by the parties and which shall reflect the bilateral determination of specific terms and conditions of employment for PAG'S employee group identified herein, and said Contract shall be subject to paramount law and regulations.

2. Negotiations for the agreement described in paragraph 1 shall convene on the 21st day of February, 2019 and continue at least one meeting a week on every Thursday between the hours of 1:00 p.m. to 5:00 p.m. Location of the negotiations will alternate—one week at the Port premises and the other week at GFT's office.

3. The parties shall be represented by their respective negotiation teams. The negotiation teams shall abide with the negotiation schedule agreed upon. The scheduled negotiation meetings shall not be changed unless a legitimate emergency has arisen, or the Chief Negotiators mutually agree to a change of schedule in writing.

Doc. No. 35GL-19-0142.*

4. The parties agree to negotiate in good faith with the intent of making a final tentative agreement that complies with the requirements set forth in paragraph 1 herein, and negotiations between the parties shall continue from February 21, 2019 initial meeting until a final written contract between the parties is fully executed and any regulatory approvals, if required, are obtained.

5. Each party shall designate no less than six (6) persons who shall serve as negotiators on behalf of their respective party. The parties hereby designate the following persons as their respective negotiating teams:

a. PAG Primary Negotiating Team Members:

(1) Rory Respicio, Chief Negotiator

(2) Dominic Muna, Alternate Chief Negotiator

(3) Connie Jo Shinohara

(4) Glenn Nelson

(5) Ernest Candoleta

(6) John Santos

Support Staff:

(1) Jose Guevara III

(2) Shawn Cepeda

b. GFT Primary Negotiating Team Members:

(1) David Teixeira, Chief Negotiator

(2) Daniel Del Priore, Alternate Chief Negotiator

(3) Jesse Quintana

(4) Gerald Torres

(5) Gilbert Santos

(6) Angela Yoshida

6. Each party shall designate no less than five (5) alternate negotiating team members for their respective parties who shall not be the same persons designated as the primary negotiating team members required by paragraph four (4) herein. Such designated alternates shall participate in the sessions only if a primary team member is absent. Alternates may participate in caucus meetings for their respective negotiating teams. The parties hereby designate the following persons as their respective negotiating team alternates and identify the primary negotiator for the alternate designee team:

a. PAG Alternate Negotiating Team Members:

(1) Jorge Javelosa

(2) Joe Ulloa

(3) Raymond Santos

(4) Simon Pinaula

(5) Alex Aflague

(6) Patrick Alvarez

(7) John Leon Guerrero

b. GFT Alternate Negotiation Team Members:

(1) Chris Benito

(2) Benny Cruz

(3) Mike Barcinas

(4) Quirino Cabe

(5) Anthony Leon Guerrero

7. Each negotiating team shall designate a Chief Negotiator and an Alternate Chief Negotiator. The PAG Chief Negotiator and Alternate Chief Negotiator shall have the authority to approve a draft tentative agreement, or any provision, term, or part, therefore, subject to final approval by the PAG General Manager if the PAG Chief Negotiator is not the PAG General Manager, and PAG Board of Directors. GFT authorizes their Chief Negotiator, and alternates, to approve a final draft tentative contract, or any provision, term, or part, thereof, subject to final approval of GFT. GFT's approval will be by ratification by majority vote of its voting members affected by this Union Contract.

Both parties reserve the right to change the Chief Negotiator and Alternate Chief Negotiator during negotiations. However, changes by a party in its designation of Chief Negotiator or Alternate Chief Negotiator shall not serve as a basis to amend any provisions previously agreed to by the parties.

The parties hereby designate the following persons as their Chief Negotiators and their alternates:

a. PAG's Chief Negotiator is Rory Respicio, and the Alternate Chief Negotiator is Dominic Muna.

b. GFT's Chief Negotiator is David Teixeira, and the Alternate Chief Negotiator is Daniel Del Priore.

8. PAG employees can serve as members or alternate members of either parties' negotiating teams in a paid status and time spent in negotiations shall be considered as time worked. PAG employees shall be scheduled to work at the dayshift during the period of the Collective Bargaining Agreement negotiations, subject to the safe and efficient operation of PAG. There shall be no charge to an employee's accumulated or accrued leave for time spent in the negotiations inclusive of reasonable travel time controlled by this agreement.

9. The parties' negotiating teams may invite guests to make presentations in an area of expertise regarding any matter being reviewed or considered during the negotiations between the parties. Such guests may only attend the meetings described in paragraph Two (2) herein only for the duration of such presentations and any questions and answer sessions that follow unless otherwise agreed by the parties.

10. During the meetings described in paragraph 2, there shall be a break after each period of 90 minutes; which shall not exceed 15 minutes during said meetings. The length of said breaks and the time for continuing the meetings shall be mutually agreed upon by the parties prior to taking such breaks.

11. The parties shall use the Board-Union Contract between GFT and PAG dated in November of 2012, only as a reference document for the final Tentative Contract.

The Parties may:

a. Propose amendments (or changes) and deletions to existing language; and/or.
b. Propose new language.

When the parties cannot reach an agreement on a proposal it will be tabled until all proposals have been discussed, or by mutual agreement. If the PAG Chief Negotiator is unavailable to participate in a negotiation session(s), PAG negotiation team will make every effort to ensure

recommended proposal is submitted to him for review. If no agreement is reached the existing language shall stay in place.

Either parties' negotiating teams may have a caucus meeting outside of the presence of the other party's negotiating team, or the agreed meeting place, at any time and for any reason. The parties' Chief Negotiators, or their alternates, shall mutually agree on when the meetings described in paragraph 2 shall continue prior to recessing for any caucus meeting.

12. The parties' negotiating teams shall have the right to request that the other party's negotiating team accept, deny, or make a counter-offer in writing to any of their respective proposals.

A provision or portion thereof is considered a tentative agreement only when mutually signed and dated by both parties' Chief Negotiators. Once a tentative agreement is reached on a provision or portion thereof, that section or item shall not be revisited unless both parties agree to do so.

13. Upon the request of either parties' negotiating team, the other party shall make available, for inspection and copying, documents and records pertinent to the subject of negotiations, unless such requested documents are privileged or otherwise non-disclosable pursuant to the laws of Guam.

14. Draft contracts, or any terms, or provisions thereof, which the parties' negotiating teams agree upon, shall be deemed the tentative contract, or part of the tentative contract for individual terms or provisions the parties' negotiating teams agree to. The final tentative contract shall be drafted in a form mutually acceptable to both parties' negotiating teams.

15. The final draft of the tentative contract shall be submitted to the parties for their respective final approval and ratification. For PAG, the final draft tentative contract is to be presented to the Board of Directors at the next regularly scheduled Board meeting after the contract has been mutually agreed upon by the parties' negotiation team. PAG will provide GFT the date and time the contract will be presented to the Board. Upon approval by the Board of Directors, GFT's approval will be by ratification by majority vote of its voting members affected by this Union Contract.

16. If, for any reason, the final draft tentative contract is not approved or ratified by either party or required signatories as mandated by law is not obtained, the party who did not give or who could not obtain approval or ratification of the final draft tentative contract or obtain the required signatories shall notify the other party within seven (7) days of such non-approval or ratification. Immediately after such notice is given and received, the parties' negotiating teams shall continue negotiations, in accordance with paragraph 2 herein.

17. These rules may be amended at any time by a writing signed by both parties.

IN WITNESS WHEREOF:

FOR PORT AUTHORITY OF GUAM:

By: _____
Francisco Santos
Chairman of the Board

FOR GUAM FEDERATION OF TEACHERS:

By: _____
Sanjay Sharma
President

Doc. No. 35GL-19-0142.*

Briefing Paper to the Board of Directors

February 8, 2019

Subject: Area A Fuel Tank Facility

Prepared by: glenn

ISSUE

Commercial Division initiative aimed to delink the Area A Tank Farm from the 1990 Management Agreement between Port and Mobil Oil Guam Inc.

BACKGROUND

By way of letter dated June 4, 2018, the Port gave Mobil notice of the desire to engage in discussions to explore possible options to restructure the management agreement in manner that would delink Area A from the 1990 Management Agreement.

The primary reasons to do were the fact that Area A has sat idle for the most part of the last decade as well as numerous expressions of interests dating back to 2012 that have been received from other local fuel operators to lease the facility. As to the latter, as long as the facility remains tethered to an existing agreement, the Port is unable to chart any course to entertain the offers to let the facility.

Mobil response dated August 27, 2018, provided notice to the Port that they are willing to delink Area A and to continue to manage Golf Pier and the associated pipelines under the existing management agreement.

Before you is the Fourth Amendment to the 1990 Management Agreement. Its purpose is to delink Area A, any reference to it in the management agreement, require a Phase 2 Environmental Site Assessment and any associated remediation (if necessary) prior to its turnover in June 2019 and that the parties shall release each other from all claims of any nature related to the Area A Tank Farm under the Management Agreement, be they known or unknown.

RECOMMENDATION

Request Board approval for Management to execute the Fourth Amendment to the 1990 Management Agreement with Mobil Oil Guam, Inc, subject only to a final review from counsel.

FOURTH AMENDMENT TO THE MANAGEMENT AGREEMENT BETWEEN THE JOSE D. LEON GUERRERO COMMERCIAL PORT AND MOBIL OIL GUAM, INC.

This Fourth Amendment to the Management Agreement ("Amendment") is entered into by and between the **JOSE D. LEON GUERRERO COMMERCIAL PORT** (hereinafter referred to as the "Port") whose address is 1026 Cabras Highway, Suite 201; Piti, Guam 96925, and **MOBIL OIL GUAM, INC.** (hereinafter referred to as the "Manager") authorized and licensed to do business in Guam, whose address is 642 East Marine Corps Drive, Hagatna, Guam 96910 and (Port and Manager being hereinafter referred to collectively as the "Parties").

WITNESSETH:

WHEREAS, PRI South Pacific Inc. ("PRISP) and the Port entered into a Management Agreement (said Management Agreement, as amended, being referred to herein as the "Management Agreement") whereby the Port appointed PRISP and PRISP accepted the Port's appointment as the exclusive operator of the Port's petroleum storage and distribution facilities at Cabras Island (the "Facilities") commencing on April 1, 1990 and expiring on March 31, 2020, and

WHEREAS, PRISP subsequently changed its name to BHP Petroleum Pacific Islands, Inc. ("BHP"), and

WHEREAS, BHP subsequently assigned all of BHP's right, title and interest in and to the Management Agreement to Mobil Oil Guam, Inc., including all of BHP's rights as operator of the Port's Facilities pursuant to an Assignment of Management Agreement effective as of October 17, 1995, and

WHEREAS, Manager continues to be the manager of the Facilities at Cabras Island, including a tank farm known as the Area A Tank Farm and the Golf Pier and associated pipelines, and

WHEREAS, Manager and the Port determined that the need for Manager to continue managing Area A Tank Farm is no longer necessary,

NOW THEREFORE, in consideration of the mutual covenants and conditions herein contained, the Management Agreement is hereby amended as follows:

1. Section 3(B)(iii) of the Management Agreement captioned "Routine Maintenance of Area A Tank Farm" this section shall be deleted in its entirety and Manager shall no longer be responsible to manage or undertake routine maintenance of Area A Tank Farm.

2. Any and all references to Manager's responsibility to maintain or control Area A Tank Farm shall be stricken from the Management Agreement.

3. Any and all references to Manager's authority or ability to use Area A Tank Farm shall be stricken from the Management Agreement.

4. The Parties agree that all fees for Manager's use of Area A Tank Farm referenced in the Management Agreement shall also be stricken.

5. Manager agrees to complete a Phase 2 Environmental Site Assessment ("ESA") and remediation prior to relinquishing possession and control of Area A Tank Farm to the Port ("Handover Date") and deliver a copy of such ESA report to the Port. In case remediation is not completed before the Handover Date, the Port hereby grants to Manager and Manager's contractors a license to enter the Area A Tank Farm to perform work required to complete the said remediation.

6. The Parties further agree that Manager shall relinquish possession and control of Area A Tank Farm to the Port by June 2019. Upon surrender of such possession and control, the parties release each other from all claims of any nature related to the Area A Tank Farm under the Management Agreement.

7. All other terms and conditions of the Management Agreement remain in effect. Manager shall continue to manage Golf Pier and its associated pipelines pursuant to the Management Agreement.

8. This Amendment shall be effective _____, 20___.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to the Agreement by their signatures on the dates as written below:

JOSE D. LEON GUERRERO
COMMERCIAL PORT
Port Authority of Guam

By: _____
FRANCISCO SANTOS
Chairman, Board of Directors

Date: _____

MOBIL OIL GUAM, INC.

By _____
JIMMY TIM-CHAU HAU
President

Date: _____

JOSE D. LEON GUERRERO
COMMERCIAL PORT
Port Authority of Guam

_____
RORY J. RESPICIO
General Manager

Date:_____

PHILLIPS & BORDALLO, P.C.
LEGAL COUNSEL

_____
DARLEEN HITON, Esq.

Date:_____

PORT OF GUAM
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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

BOARD OF DIRECTORS **PORT AUTHORITY OF GUAM**	
Board Policy Memorandum No. 2014-01	Subject: **Credit Card Policy**
Approved by the Board: September 24, 2014	Effective Date: September 24, 2014
Revision Date: February 12, 2019	
Approved by: FRANCISCO G. SANTOS, Chairman, Board of Directors	
All revisions are marked with an asterisk (*)	

I. PURPOSE. The Port Authority of Guam (PAG) recognizes the need to establish and implement procedures/internal controls for the use of the Port Credit Card for online purchases that do not accept checks or Automated Clearing House (ACH) payments.

The purpose of this policy is to standardize the process and ensure accountability of the use of public funds expended.

II. CREDIT CARD LIMITATION. Funding for this purpose is subject to the spending limits as identified in the Port Authority's fiscal year budget as approved by the Board of Directors.

III. RESPONSIBLE CARDHOLDER. As the banking or commercial lending institution requires a 'named person' for purposes of establishing a credit card account, the Board of Directors shall designate the *General Manager of the Port Authority of Guam with the responsibility for proper use, care, purchasing and handling of such credit card services.

IV. PROCEDURES

1. Requestor must complete a Credit Card Disbursement form and include the specific goods or services, justification, funding account number, and the cost of the item. (All supporting documents must be attached.)

2. The Credit Card Disbursement form is routed to the following divisions for clearance and approval:

   a. Budget office for clearance;

   b. *Finance division for certification of funds by the Financial Affairs Controller or in the absence of the Certifying Officer the signature of the Deputy General Manager, Administration & Finance is required; and

   c. Final approval by the General Manager.

3. Once all required signatures are obtained, the form is submitted to General Accounting Supervisor-Expense for final review and issuance to the designated responsible cardholder for transaction.

4. Upon completion of the transaction, the credit card and official receipt shall be submitted to General Accounting Supervisor-Expense.

V. REPORTING REQUIREMENT. *The Finance division shall provide the Deputy General Manager, Administration & Finance every month with an itemized accounting of all credit card expenditures on purchased items to include balance remaining. A quarterly credit card transaction report shall be submitted on the subsequent month during the Board of Directors meeting.

VI. SUSPENSION OF PRIVILEGE. The *Board of Directors possesses the discretion and authority to suspend any and all credit card transactions due to negligence, inappropriate use and careless conduct.

VII. MISHANDLING. In the event the designee or requestor inappropriately misuses or mishandles the use or privilege of the credit card service other than for its intended purpose, appropriate disciplinary action shall be taken in accordance with the Port's Personnel Rules and Regulations, or any laws applicable to Guam.

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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

February 6, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: Budget Transfer Authority

Since January 2013, Port management is required to present to the Board of Directors requests to transfer monies within the approved annual budget to fund capital improvement projects, materials and supplies, personnel and contractual services that were below the anticipated budget category amount for approval. This directive imposed by the former Board in January 2013 was designed to set stringent process to ensure management adheres to the approved budget allocation for each category within their divisions.

Discussing this directive with the division heads, it was disclosed that:

- management understands the Board of Directors is responsible for overseeing the Agency's budget and ensure the Port operates within a responsible, sustainable financial framework.
- Port is funded primarily by public monies and high standards must apply to the control and use of public funds.
- internal controls, which is an essential requirement, were established to safeguard Port's assets, ensure reliability of records, promote operational efficiency and assure compliance with the Port's policies and directives.

We acknowledge the Port should operate under a budget that must be flexible in responding to unforeseen events, including possible reductions in cash flow and therefore be regularly monitored and reviewed. We also understand budgets are created annually and should be evaluated regularly to enable adjustments to be made, if required.

We have expressed that not being able to immediately address critical issues until the next scheduled meeting for Board to approve such transfer and allocation to fund the budget category, contributes to delays in the operations of the Port.

As we focus on these on-going challenges facing the Port and work towards resolving such challenges in an expeditious manner, approval is being sought by the Board to authorize me, as the Port's General Manager or his delegated designee, in my absence, the authority to transfer appropriated funds for capital improvement projects, procurement and supplies, personnel and contractual services to budget categories within the Port's approved budget.

If approved and to ensure transparency and disclosure, all such transfers made pursuant to this newly approved authority, will be provided to the Board on a monthly basis budget reports which reflects transfers and purposes for such transfers.

I am available for any questions you may have.

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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

February 6, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: Conversion of Full-Time Equivalencies and Funding Transfer

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Hafa Adai! With the number of significant issues identified in the Port's transition report that management would like to achieve, there is a need to provide the Deputy General Managers with administrative and secretarial services to assist them in their daily routine work and to ensure the day-to-day operations for their offices are not disrupted.

Management is requesting Board approval to transfer the budgeted positions below to the General Manager's Office and convert such positions as follows:

Convert From/Division	To
Safety Inspector I Occupational Health & Safety Division	Program Coordinator II
Clerk III General Administration Division	Executive Secretary

The funding for the remaining Fiscal Year 2019 is estimated to be $57,170.19; Program Coordinator II at $30,051.92 and Executive Secretary at $27,118.27. These funds have been identified through the budgeted positions.

I am available for any questions you may have.

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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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

February 7, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: Authorization for Conversion/Transfer of Full-Time Equivalencies

As we continue to review the staffing requirements for the Port, I am requesting that authority be delegated to me, as the General Manager or my designated designee by the PAG Board Chairperson, to convert and transfer budgeted full-time equivalencies (FTEs).

This authority will allow management to determine where current staffing are undermanned or overmanned within the divisions and convert and/or transfer such FTEs to divisions to ensure the services provided to the public and employees are not disrupted or delayed.

To ensure transparency is made, this office will provide a monthly report to the Board on conversions and transfers of FTEs.

I am available for any questions you may have.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
Lieutenant Governor

February 5, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: USCG Academy: The Tide Rips

Once again, the U.S. Coast Guard Academy is requesting the Port's support in its official annual 2019 "Tide Rips" edition. Tide Rips has a broad distribution that provides views from active decision makers both in the USCG and the Department of Homeland Security. The USCG not only provides maritime safety and security, but also performs critical services in protection of natural resources, maritime mobility and national defense.

Purchasing an advertising space in this year's edition will allow Port exposure and recognition throughout the nation. Additionally, as long time partners of USCG Sector Guam, it shows the Port's commitment to USCG activities.

In light of this, Board approval is being requested to purchase a quarter page of advertising space for the 2019 Tide Rips edition in the amount of $1,995.00 which will be funded through the Marketing budget account.

I am available should you have any questions.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
Lieutenant Governor

February 7, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: Travel Authorization Request
: AAPA Spring Conference and MARAD/FEMA Meeting

The Port Authority of Guam is a member of the American Association of Ports Authority (AAPA). AAPA will be holding its 2019 Spring Conference that will address the following:

- Policy/technical committee and delegation meetings
- Maintaining institutional credibility
- Addressing future needs through workforce development
- Economic impact of ports
- Trade, infrastructure, dredging and water resources policy

In addition, while at the conference held in Washington DC, the Port Board Chairman request to meet with officials of MARAD and FEMA as this will be an opportune time to introduce new Port Management such as myself, as the Port General Manager and Deputy General Manager Connie Jo Shinohara as well as discuss project developments with the Port and potential grant opportunities. In light of this, Board approval is hereby being requested for port representatives to attend as follows:

Purpose:	2019 AAPA Spring Conference / MARAD and FEMA Meeting	
Travel Date:	March 19-21, 2019 / March 22-23, 2019	
Place:	Washington, DC	
Participant(s):	Francisco Santos, Board Chairman	
	Rory Respicio, General Manager	
	Connie Jo Shinohara, DGM Admin/Finance	
	Jose Javellana, Chief Planner	
Travel Cost:	Airfare:	$8,249.76
	Per Diem:	$7,534.53
	Registration:	$1,690.00
		$17,474.29

I am available should you have any questions. *Si Yu'os Ma'ase!*

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February 5, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: Travel Authorization Request
: E0705 Fundamentals of Grants Management

The USDHS/FEMA will be holding the Fundamentals of Grants Management training. The Grants Management Technical Assistance (GMTA) Program is designed to enhance the recipient's ability to administer and manage their federal financial assistance. The course covers high-level grant management principles with the understanding that processes may differ from program to program and recipients will need to pay close attention to the Notice of Funding Opportunity/Program Guidance's for more details that are specific.

Request is being made to authorize travel for port participants as presented.

Purpose:	E0705 Fundamentals of Grants Management
Travel Date:	March 11-14, 2019
Place:	Emmitsburg, Maryland
Participant:	Donna Lizama-Acosta, Planner IV
	Jared Perez, Planner II
	Brenda Atalig, Planner II
	JoyJean Arceo, Procurement & Supply Manager
Travel Cost:	***100% federally funded by the 2018 Port Security Grant Program***

I am available should you have any questions.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
Lieutenant Governor

February 8, 2019

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager Rory J. Respicio

SUBJECT: Travel Authorization Request
: Seatrade Cruise Global Conference

Last year, the Port Authority of Guam had an opportunity to attend the Seatrade Cruise Global Conference alongside the Guam Visitors Bureau (GVB). As a transshipment hub of the Western Pacific Region, the Port is considered a vital partner to the development of GVB's endeavors in the regional growth development of Guam's global tourism cruise industry.

This year's world cruise tourism summit will address the following:

- Travel trends impacting the cruise line industry
- Sustainability initiatives in the destinations, shore excursions and ports
- Partnering to maintain the cruising ecosystem: enhancing community and port relationships
- Port and destination infrastructure projects
- Attracting the consumer of tomorrow
- Rise of the Pacific, North, Central and South America

In light of this, Board approval is hereby being requested for port representatives to attend as follows:

Purpose:	Seatrade Cruise Global Conference	
Travel Date:	April 8-11, 2019	
Place:	Miami Beach, Florida	
Participant(s):	Francisco Santos, Board Chairman	
	Maria Taitano, Board Member	
	Rory Respicio, General Manager	
Travel Cost:	Airfare:	$5,491.17
	Per Diem:	$4,005.03
		$9,496.20

I am available should you have any questions. *Si Yu'os Ma'ase!*

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.