Speaker's Office <speaker@guamlegislature.org>

M&C Fwd: PAG Board Meeting Materials - February 28

1 message

Speaker's Office <speaker@guamlegislature.org> Tue, Mar 3, 2020 at 3:22 PM
To: Clerks Office <clerks@guamlegislature.org>
Cc: Rennae Meno <rennae@guamlegislature.org>
Bcc: Tina Muna Barnes <tinamunabarnes@gmail.com>

03-03-20	2:03 PM	02-28-20	Board Meeting Materials for Meeting held on February 28.*	Port Authority of Guam	35GL-20-1614

35GL-20-1614
Speaker Tina Rose Muña Barnes

MAR 0 3 2020
Time 2:03 ( )AM (X)PM
Received By: Matt

Sinseru yan Minagåhet,

Office of the Speaker • Tina Rose Muña Barnes
Committee on Public Accountability, Human Resources & the Guam Buildup

35th Guam Legislature
I Mina'trentai Singko na Liheslaturan Guåhan

Guam Congress Building | 163 Chalan Santo Papa | Hagatna, GU 96910
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Gumai pribilehu yan konfedensia este siha na mensåhi. Solo espesiåtmente para hågu ma entensioña pat ma aturisa para unrisibi. Sen prubidu kumu ti un ma aturisa para manribisa, na'setbe, pat mandespåtcha. Yanggen lachi rinisibu-mu nu este na mensåhi , put fabor ago' guatu gi I numa'huyong gi as speaker@guamlegislature.org yan despues destrosa todu siha I kopian mensåhi. Si Yu'os ma'åse'.

---------- Forwarded message ---------
From: **marge** <mduenas@portofguam.com>
Date: Tue, Mar 3, 2020 at 2:03 PM
Subject: PAG Board Meeting Materials - February 28
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 28, 2020 board meeting materials.

Regards – marge

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PORT OF GUAM
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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
Friday, February 28, 2020
PAG Board Conference Room, Piti
11:00 a.m.

AGENDA

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. January 28, 2020 – Regular Board Meeting
2. February 18, 2020 – Special Board Meeting

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

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

V. OLD BUSINESS

VI. NEW BUSINESS

1. Resolution No. 2020-02 JD Edwards Enterprise One
2. Memorandum of Agreement – Attorney General
3. Workers Compensation Insurance
4. Update on Port Litigation Matters

VII. ADJOURNMENT

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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 28, 2020

I. CALL TO ORDER

There being a quorum, the regular meeting of the Board of Directors was called to order at 3:00 p.m., Tuesday, January 28, 2020. Present at the meeting were:

Francisco G. Santos, Chairman
Nathan T. Taimanglo, Vice Chairman
Isa Marie C. Koki, Board Secretary
Maria D.R. Taitano, Member
Rory J. Respicio, General Manager
Dominic G. Muna, Deputy General Manager, Operations
Luis R. Baza, Deputy General Manager, Admin/Finance
Atty. Joseph McDonald, Port Counsel

Absent was Board Member Anthony P. Chargualaf. Also present was Guam Chamber of Commerce-Thomas Hertslet; Senator Clynt Ridgell's office-Mike Carlson; AM Insurance-AnnMarie Muna; Port Consultant OAE/WSP-Blair Garcia, Robert Johansen; PDN-Anumita Kaur and Port Staff.

II. APPROVAL OF MINUTES

a. **December 13, 2019 – Regular Board Meeting**

Director Koki made motion to approve the minutes of December 13, 2019, 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 Vice President Steve Muna reported on the events the association is currently handling and/or participated in, as follows: established its new body of officers during its election held last month; anticipates to publish its 2019 taxes soon; participated in the Adahi I Tano cleanup program last week spearheaded by Matson; and planning the Superbowl event that will take place in Las Vegas.

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

1. **Guam Federation of Teachers–Union Contract; Amendment.** The Board adopted the amended version to the collective bargaining agreement on November 19, 2019, as agreed upon by PAG and GFT, and as recommended by the Attorney General's office. The AG's concerns included: effective dates of the agreement; arbitration clause; and exclusive recognition. Subsequently, management sent a letter on December 16, 2019, to the Attorney General's office for their review and approval. On January 9, 2020, the Attorney General had signed the collective bargaining agreement, and immediately after that, the Port transmitted the agreement to the Governor for her review and disposition on January 13, 2020. Governor Lou Leon Guerrero signed this collective bargaining agreement on January 20, 2020.

2. **Drug-Free Workplace Program.** The Port's contract with Pacific Human Resource Services expires in March 2020. HR will be working closely with their office to review and to make necessary updates on the Port's Drug-Free Workplace Program. Any updates will be presented to the Board for its review and approval.

3. **Guam Zero Waste Working Group-Biosolids Compost Pilot Project.** According to Executive Order 2019-28, the Port is now both a partner and a member of the Zero Waste Working Group (ZWG). The ZWG is established with the responsibility to develop, make recommendations, adopt, implement and oversee all aspects of any ZWG initiatives/projects. Zero waste is the conservation of all resources employing responsible production, consumption, reuse, and recovery of products, packaging and materials without burning and with no discharges to land, water, or air that threaten the environment or human health. The initial project adopted by the ZWG is the Biosolids Composting Demonstration Project. This project will determine the viability of processing biosolids into a recyclable usable product. The ZWG, with GEPA oversight, authorized Jacobs/LMS (GEPA contractors) to oversee and administer the test project on a small portion of the Old Hawaiian Rock Site, northeastern edge. Jacob/LMS will require access through interlocking padlocks for the period of use that begins January 13, 2020, and ends on April 30, 2020.

4. **Port Owner's Agent Engineer (WSP).** The Port consultant is currently on-island gathering information and data that will assist the Port in its modernization efforts, bond-funded projects and other project initiatives. This week, the focus is on terminal operating systems, tariff simplification, crane maintenance program/acquisition, H-wharf rehabilitation, grant funding opportunities, service life extension projects, interface initiative with customs and port users group, and capital improvement project support.

Management had a very productive meeting this morning with Governor Lou Leon Guerrero and Lt. Governor Josh Tenorio to provide them with an overview of the execution of this $800K grant. The execution remains consistent with all of Port's reports to the Board, specifically update of the Port's 2020 Masterplan Update and support for the Custom's Container Inspection Facility initiative.

5. **Training, certification, and re-certification of port employees.**

a. **Crane Re-certification.** A total of 22 employees completed their physicals for the following positions: Transportation Superintendent, Transportation Supervisor, Crane Operator Leader, Crane Operators, Equipment Operator Leader, Equipment Operators, and Mobile Equipment Dispatchers. They are now ready to undergo training, administered by Island Certs, scheduled for February 24, 2020.

b. **Crane Certification.** The HR Division is also working to have other positions certified, such as Equipment Operator II and III, that will enable them with the ability to operate the cranes, when necessary.

c. **Basic Supervisory Workshop.** The Port's newly hired Deputy General Manager for Administration and Finance held a series of workshops for port employees who hold a supervisory position. DGMA Baza has conducted three workshops on January 22, 2020, January 23, 2020, and January 24, 2020. And, there are plans for similar type workshops held on an ongoing basis. Our approach is to refresh the minds of these employees to take notice of the responsibilities and the importance of being in such a position, and how the position they hold is one that provides for motivation, encouragement, leadership, morale, and professional courtesy. Overall, the workshop addressed areas that include: supervisor's role and responsibilities, communication, effective listening, providing feedback, standards of performance, documentation, and customer service. The workshop also provided case studies that allowed for group discussion, interaction, communication and collaboration. We are thankful that DGMA Baza brought his many decades of HR expertise, and recognize that he "hit the ground running" by way of implementing in-house training here at the Port, together with the Port's Personnel Services Administrator Francine Rocio and her team at HR.

6. **Overtime Comparison Between Old and New Schedule (Operations and Maintenance Departments).** In FY 2019, Operations were implementing the Old Gang Schedule from Oct. 2018 to May 2019 at 10 hours for day and night shift. Starting June 2019, the Port Operations implemented the new schedule of 8 hours for employees in the day shift and night shift. This table is a comparison between the average overtime from Oct. 2018 to May 2019 versus the overtime in November 2019. The second comparison is between the average overtime from Oct. 2018 to May 2019 versus the average overtime from June to November 2019. From the November 10 to December 1 weekend, Operations were working on vessels during Saturdays and Sundays. There were 3 holidays in November, which results to increase in division's overtime expense.

7. **Guam Shipyard.** This matter is under review by the Port's in-house Counsel Joseph McDonald and the Attorney General's Office. Management is in receipt of attorney-client privilege brief from Port Counsel regarding this matter and such will be shared with each Board member by way of separate cover.

8. **Grant Opportunities.**

a. **EDA Grant Application.** *No new developments.* Planning has completed a grant application for F1 and Golf Pier fuel pipeline connectivity in the amount of $2.35M.

b. **Department of Agriculture Grant.** *No new developments.* The Port has recently received $500K grant funds to support the repair work of Harbor of Refuge. Currently pending MOU from Agriculture.

c. **Office of Economic Adjustment.** *No new developments.* This MOU is currently with the Attorney General's Office for review and approval of Award. PAG received grant award notification for $800K 2019 OEA grant to fund the following projects:

i. 2020 Port Master Plan Update
ii. Deep Draft and Fill Improvements Project Feasibility Study
iii. Customs Inspection Feasibility Study
iv. Conceptual Design and Revised SOW for New Admin Building Annex & Renovation of Existing Admin Building.

d. **MARAD-Gantry Crane Acquisition.** *No new developments.* The Port Authority of Guam Infrastructure Development Program grant application is pending MARAD'S review. The application was submitted on September 13, 2019, for the acquisition of two (2) Ship-to-Shore Gantry Cranes in the total amount of $30M.

e. **Office of Insular Affairs.** A grant application will be submitted in April 2020. This grant application is for the Maintenance Assistance Program and Technical Assistance Program that will provide support to the EQMR and Operations division.

9. **Port Tour.**

a. **Public Utilities Commission.** DGMO Dominic Muna conducted a port tour for PUC members on January 16, 2020, namely Chairman Jeffrey Johnson, ALJ Joephet Alcantara, Doris Brooks, Joseph McDonald, and Michael Pangelinan. Management provided a general tour to include specific areas of interest: gantry cranes, top loader, tractors, F1, terminal yard, fire-fighting equipment, and Port Command Center/Emergency Operations Center. DGMA Luis Baza and myself were also a part of this tour, and Chairman Santos was able to meet these PUC members before their tour.

b. **Port Administration Employees.** On January 24, 2020, DGMA Luis Baza lead his divisional department heads to tour the operation facilities. The approach was to allow the administrative department heads to see firsthand how the cargo operations and movement of containers/breakbulk are processed. This activity bridges admin folks with the waterfront employees, so that each division can continue to appreciate the labor force and human resources put into the movement of cargo.

10. **Information Technology Consulting Firm.** Public Law 35-44 provides for a reprogrammed budget through revenue bond proceeds for other priority projects, one of which includes an upgrade to the Port's information technology system and integration of the financial management system (FMS). The Port's existing FMS system is called the JD Edwards that has been in place for over 20 years and is looking to upgrade to a JD Edwards-Enterprise One. In this effort, IT will also require a professional firm that will help improve the Port's infrastructure, implement cybersecurity, new project planning and equipment acquisition.

11. **Bid Solicitation Updates**
    a. **Professional Legal Services.** Currently under review.
    b. **F1 Management.** Currently in cost negotiations.

12. **Port Revenue Bonds Project Status.** The attachment provides information on the status of the revenue bond projects that consist of rehabilitation of hotel wharf, golf pier repairs and improvements, waterline replacement/relocation, EQMR building, and warehouse 1 repair/upgrades, new admin annex building, and other priority projects.

V. OLD BUSINESS

There were no old business discussed.

VI. NEW BUSINESS

1. **Resolution No. 2020-01 Coral Relocation & WSP Contract:** Director Taitano made motion to approve Resolution No. 2020-01 relative to petitioning the Public Utilities Commission (PUC) for review and approval to authorize expenditures of $774,035.00 for additional NEPA requirements for the Rehabilitation of H-Wharf and $800,000.00 U.S. Department of Defense Office of Economic Development Grant for the Owner's Agent Engineer's Contract. Motion was seconded by the Vice Chairman and was unanimously approved.

2. **Board Policy Memorandum No. 2020-01 Petty Cash Disbursement Procedures:** By way of background, the petty cash fund allows for the efficient and effective performance of the administrative and operational function of the Port Authority. This allows for the immediate payment of purchases of supplies or services, wherein the lack of which may impair the Port's ability to respond to situations. The Port's petty cash policy was created in February 2004 with a limit per request of $50. This has been unchanged for more than 15 years, and with goods and services increase due to inflation, the current petty cash limit oftentimes is insufficient to cover the cost of supplies and services. Research was conducted on other government of Guam agencies and found that the established limit for agencies include: Attorney General Office-$100; GEDA-$100; UOG-$250; and GPA-$500. Based on this, management request for Board's approval to increase its petty cash limit to $400 which is also in compliant with the small purchase category of Title 2 Division 4 Chapter 3111(e) of the GARR.

In response to inquiries from the Board, the following is provided:

- Petty cash process. A petty cash voucher with three vendor quotation is requested; funds are certified by the budget analyst; signatures of appropriate approval levels is obtained. When voucher with supporting documents and approval clearances are completed, funds are disbursed to the requestor to purchase items. Receipts and any unused funds are furnished to the petty cash custodian. All petty cash transactions are audited.
- Small purchases of $500 or less. While items purchased through petty cash is not required to go through the procurement process of entering requisitions and purchase orders, procurement rules and procedures must be adhered to, such as obtaining three quotes from vendors and must be in compliant with Title 2 Division 4 Chapter 3111(e), GARR.
- Examples of expenses for petty cash increase. Parts for heavy equipment repair, safety materials after U.S. Coast Guard inspection, janitorial supplies (heavy duty trash bags, cleaning chemicals, air sanitizers, anti-bacterial hand-soaps, toiletries), and other divisional operational small purchase needs.
- Approval routing authority level. Division-less than $200; Deputy General Managers-$200-no more than $300; General Manager-$300-$400. This allows for petty cash request turnaround time in the disbursement of funds to purchase items and avoid unnecessary delays.

The Vice Chairman made motion to adopt Board Policy Memorandum No. 2020-01 Petty Cash Disbursement Procedures, seconded by Director Taitano. Motion was unanimously approved.

VII. EXECUTIVE SESSION - *Pursuant to Section 8111(c)*:

At this time, the Board went into executive session at 3:29 p.m. Motion made by the Vice Chairman, seconded by Director Koki and was unanimously approved. Executive session ended at 4:38 p.m. The Board is now back in open meeting session.

Items addressed in executive session includes:

1. Performance Review of Agency Head pursuant to Public Law 29-61
2. Performance Evaluation of Deputy General Manager
3. Legal Matters

As to items 1 and 2, and upon advisement from counsel, all members certified for the record that no discussion on salary was made during the executive session. At this time, the Vice Chairman made motion to accept the performance evaluations of the General Manager Rory J. Respicio and Deputy General Manager Dominic G. Muna, seconded by Director Koki. Motion was unanimously approved.

Based on the Port's Personnel Rules and Regulations of all Port positions on performance evaluations usually provides for a corresponding salary increment; however, the General Manager, although appreciates the exemplary performance rating, understands that the

acceptance of the performance evaluations does not come with a corresponding salary increment at this time.

Motion Withdrawal - The Vice Chairman made motion to withdraw the motion to accept the performance evaluations of the General Manager Rory J. Respicio and Deputy General Manager Dominic G. Muna, seconded by Director Koki. Motion was unanimously approved.

The Vice Chairman made motion to accept the performance evaluations of the General Manager Rory J. Respicio and Deputy General Manager Dominic G. Muna, subject to both Messrs. Respicio and Muna not receiving a salary increment at this time. Motion was seconded by Director Koki and was unanimously approved.

VIII. ADJOURNMENT

There being no further business to discuss, it was moved by Director Taitano and seconded by Director Koki to adjourn the meeting at 4:44 p.m. The motion was unanimously passed.

ISA MARIE C. KOKI, Board Secretary
Board of Directors

APPROVED BY:

FRANCISCO G. SANTOS, Chairman
Board of Directors

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

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
Tuesday, February 18, 2020

I. CALL TO ORDER

There being a quorum, the special meeting of the Board of Directors was called to order at 2:04 p.m., Tuesday, February 18, 2020. Present at the meeting were:

Francisco G. Santos, Chairman
Nathan T. Taimanglo, Vice Chairman – *Telephonic Participation*
Isa Marie C. Koki, Board Secretary
Anthony P. Chargualaf, Member
Maria D.R. Taitano, Member – *Telephonic Participation*
Rory J. Respicio, General Manager
Dominic G. Muna, Deputy General Manager, Operations
Connie Jo Shinohara, Deputy General Manager, Admin/Finance
Atty. Joseph McDonald, Port Staff Attorney

Also present were Kandit News Group-Troy Torres, Johnne Rosario, Eric Rosario.

II. EXECUTIVE SESSION - *Pursuant to Section 8111(c)*

At this time, the Board went into executive session at 2:04 p.m. Motion made by Director Koki, seconded by Director Chargualaf and was unanimously approved. Executive session ended at 2:35 p.m. The Board is now back in open meeting session.

Items addressed in executive session includes:
1. Legal Matters

III. ADJOURNMENT

There being no further business to discuss, it was moved by Director Koki and seconded by the Vice Chairman to adjourn the meeting at 2:37 p.m. The motion was unanimously passed.

ISA MARIE C. KOKI, Board Secretary
Board of Directors

APPROVED BY:

FRANCISCO G. SANTOS, Chairman
Board of Directors

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Lourdes A. Leon Guerrero
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General Manager's Report for Board of Directors
February 28, 2020

1. **2019-Novel Coronavirus.** On February 18, 2020, the Port issued the attached guidelines on Coronavirus and appropriate measures to address risk to all shipping agents, Port tenants and Port employees. Also known as COVID-19, is a pandemic that continues to escalate in numbers of cases and deaths in 25 countries, including the United States. We are taking every precautionary measure to safeguard the port employees during point of vessel calls, providing them with personal protective equipment (gloves, masks, goggles) that protects against the transmission of germs through contact and droplet routes. Port personnel servicing the vessel will not be allowed on board until clearances are given by the US Coast Guard, Customs & Quarantine and Public Health.

2. **Extension on Procurement Delegation of Authority.** The Port's provisional six-month delegation of procurement authority ended on February 6, 2020. During the six-month period, the Port processed 484 requisitions, 484 purchase orders, and issued and awarded 5 Invitation for Bids (small purchases). On February 11, 2020, we requested an extension of three months to run concurrently from August 7, 2019 to May 7, 2020; which was granted by the Chief Procurement Officer. The Chief Procurement Officer will continue to have supervisory oversight on all procurement processes and procedures of the Port, including administrative authority over the Port's procurement personnel during this additional 90-day period.

3. **Selection of Four Port Police Is to Port Police IIs.** Congratulations to Security Armed Guard Daryl Movida and Benny Quinata as well as Port Police I Michael Franquez and Jacob Iriarte on their promotional appointments to the position of Port Police II. This is indicative of their interest in the opportunity for upward mobility in the field of law enforcement at the Port Authority of Guam. We are confident that they will continue to safeguard and protect the Port, its employees, and those conducting business with this agency.

4. **Gantry 5.** Gantry 5 was not in operation latter part of January 2020 due to a reoccurring main engine failure. The Port's maintenance personnel found a crack on the after-cooler which was unrepairable. The generator was replaced with a new C-32 generator that had an after-cooler and radiator as part of the new assembly. The

prepping, installation and testing of Gantry 5's new generator was performed during the period of February 3-18, 2020. Gantry 5 is now back online and fully operational. We are developing through Dominic Muna, Deputy General Manager of Operations, an after action report to discuss best practices, and to provide an opportunity for the PAG Board and Management to recognize the Port's Maintenance Manager Ernie Candoleta, as well as all of the Port personnel involved in this undertaking.

5. **Agat Marina, Dock C Repairs (Slip C-25).** Long awaited repair to Dock C Slip 25 is finally completed. The slip sustained damage from impact by a commercial vessel on December 8, 2018. The Port was able to address the repairs through the operator's insurance provider. In doing so, we were able to engage the contractor of record to maintain the warranty on the relatively new dock system. The completed repair cost was at $41,576.00 and final inspection was done on February 7, 2020. The slip is now in use and currently assigned to the "Lina Marie", a new commercial operator at the marina. Again, the cost of this repair work was at no cost to the Port.

6. **Endorsement Letter for Cabras Marine.** Cabras Marine submitted a grant application to the US Department of Transportation's MARAD 2020 Small Shipyard Grant Program to acquire a new made-in-America 275-ton mobile all-terrain crane. This equipment will allow the shipyard to provide more cost effective, efficient, and timely provision of critical ship repair services, directly supporting Port operations. Attached is a letter of support to MARAD for Cabras Marines' endeavor.

7. **Cabras Marine Lease Option.** Cabras Marine's lease option period is up on March 31, 2020. Once we are in receipt of Cabras Marine's notification, the Port will proceed accordingly.

8. **Guam Shipyard - MOU.** The draft Memorandum of Understanding (MOU) has been transmitted to the Attorney General for their review. Staff attorney has provided his comments to the Attorney General's Office, which they are currently reviewing.

9. **Guam Shipyard - Hotel Wharf.** Guam Shipyard had requested to relocate their assets from inner harbor to Hotel Wharf. On January 24, 2020, the Port agreed to such relocation but with conditions, i.e., written confirmation that tug to tow 3 of their assets were on their way to Guam; acquire agent for the tug which is to tow the assets out of Apra Harbor; Guam Shipyard will have a 24-hour watch at Hotel

Wharf; no work is to be performed on the assets without permit by Port and US Coast Guard; heavy weather mooring plan has been accepted by the Port; and Port assumes no indemnity liability for their assets.

10. **Training.** Basic Supervisory Workshop training continues to be conducted by Louie Baza, Port's Deputy General Manager for Administration and Finance, and is open to all Port employees. So far, he has held five workshops and 95 employees participated. As to the certification and re-certification for crane/winch operator, Island Certs training instructor is currently off-island, and a training schedule will be arranged upon their return.

11. **Key Performance Indicators.** All of the Port's manager positions have been completed (See attachment). Currently, the Human Resource division is working closely with Division Heads on completing their drafts of their subordinates. Please note that the target date for implementation on the employee quarterly performance evaluation methodology is projected for Fiscal Year 2021.

12. **Overtime Comparison Actual versus Budget for Operations and Maintenance Sections involved in Vessel Operations).** The OT for the month of January is $130K which is higher by 23% as compared to the Budget of $100K. Year to date (YTD), from October to January of FY20, the total OT is $576k which is $176K over YTD budget as compared to YTD OT Budget of $401K. Reasons for the overtime are delays in the arrival of vessels. Also, Gantry 5 was inoperable for the latter part of January, 2020 requiring prolonged hours of operations, together with the replacement of Gantry 5's generator and engine resulted in significant increase in OT expenses from the Port's maintenance personnel. This situation required these employees to work during Saturdays and Sundays.

    We will conduct an in-house audit for the first five months of FY20 OT expenses to determine if any recommendations need to be made to the Board when we present the FY20 mid-year budget review. In the meantime, shortfalls in OT (actual versus budgeted) are being covered-over through personnel lapses to ensure that the Port continues to operate within the total FY20 budget allocation approved by the Board.

13. **Grant Opportunities.**

    a. **EDA Grant Application.** The grant application submitted is for F1 and Golf Pier fuel pipeline connectivity in the amount of $2.35M. The Port's first

review was favorably assessed by EDA. Port is now on the second round and additional documents are required. EDA has informed Port that having a strong application and with the additional documentation required, it will make it more robust for the second review phase..

b. **Department of Agriculture Grant.** *No new developments.* The Port has recently received $500K grant funds to support the repair work of Harbor of Refuge. To access the grant monies, the Port is waiting for the MOU from Department of Agriculture.

c. **Office of Economic Adjustment.** The Governor signed the MOU on February 3, 2020. This is great news for the Port as this allows us to move forward with the following projects:

   i. 2020 Port Master Plan Update
   ii. Deep Draft and Fill Improvements Project Feasibility Study
   iii. Customs Inspection Feasibility Study
   iv. Conceptual Design and Revised SOW for New Admin Building Annex & Renovation of Existing Admin Building

   Additionally, the Port has submitted supplemental grant funding for $800K that is currently pending OEA approval. If approved, the total grant amount supporting these projects totals $1.6M.

d. **MARAD-Gantry Crane Acquisition.** On February 14, 2020, we were notified by MARAD that the Port Infrastructure Development Program grant for the acquisition of two (2) Ship-to-Shore Gantry Cranes in the total amount of $30M was not approved. As a contingency, we are currently engaging USDA through a direct loan for one crane and US Department of Defense for the other. Upon securing source of funds, the procurement process on the bid solicitation will commence for the acquisition of a 50-gauge crane (specs attached). Timeline to build is an estimated 18 months to 2 years.

e. **Office of Insular Affairs.** *No new development.* A grant application will be submitted in April 2020. This grant application is for the Maintenance Assistance Program and Technical Assistance Program that will provide support to the EQMR and Operations divisions.

f. **Federal Highway Administration (FHWA).** On February 18, 2020, a meeting was held with FHWA representatives and DPW to discuss potential funding for the Hotel Wharf Access Road. The focus of discussion was to socialize the desire of the Port to explore the potential of having FHWA fund the $10M Access Road extending from Industrial Avenue to Hotel Wharf. Please note that this access road is being funded through the Port Revenue Bonds, pursuant to P.L. 34-70 (as amended by P.L. 35-44), however, if this can be funded through other funding sources then it'll free up funds to fully implement the Port Modernization Program. The idea proposed was similar in scope to one that was previously under consideration during the Rt 11 Hardening Project when the Port was given the Strategic Port Designation. In response, FHWA guided the Port towards the 2020 BUILD Grant Program that was recently announced.

   In addition, we further engaged DPW/FHWA on the remaining funds from the Intermodal Facility Appropriation amounting $575,000. It was confirmed that the funding is in fact available but must be spent on an eligible project. As to date, the proposed projects currently being vetted for this purpose are the Internal Access point into the Rt 11 AutoLot, the shared access with Customs and Quarantine into Parcel 1-3-1 adjacent to the TESS Facility and the Enhancement of the Gate Operating Facility. – (Memo attached)

14. **Port Tour – U.S. Army Corp of Engineer.** On February 7, 2020, Port hosted a site visit with Lt. Col. Kathryn Sanborn, Commander and District Engineer, and Michael Wyatt, Chief of Civil and Public Works Branch for the U.S. Army Corps of Engineers Honolulu District. The site visit encompassed on the Port's container yard, seawall and Hotel wharf. Discussion also surrounded on the Port's priority projects, such as, the TIGER Rehabilitation of H-Wharf, the Hazard Mitigation Grant Program (HMGP) Fendering System Hardening Project, the potential Deep Draft Wharf were discussed. Other topics held were potential funding avenues for the Agat Marina and improvement of the Port's seawall. The meeting was very successful with the Army Corp representatives responding positively to the Port's direction with current and future projects.

15. **Procurement Solicitation Updates**
    a. **RFP-PAG-020-001 Professional Legal Services.** The professional legal services advertisement was published on a newspaper of general circulation (PDN, Guam Daily Post) on February 19, 2020. The pre-proposal conference

was held on February 25; however, there were no attendees. Deadline for submission of proposals is March 20, 2020.

b. **F1 Management.** Currently in cost negotiations.
c. **RFP 19-006 Port Classification & Compensation Plan.** Negotiations were terminated because both parties were not able to agree with a cost proposal. We anticipate to re-issue the RFP in the future.

16. **Port Revenue Bonds Project Status.** As of February 25, 2020, the attachment provides information on the status of the revenue bond projects that consist of rehabilitation of hotel wharf, golf pier repairs and improvements, waterline replacement/relocation, EQMR building, and warehouse 1 repair/upgrades, new admin annex building, and other priority projects.

Respectfully submitted,

Rory J. Respicio
General Manager

PORT OF GUAM
ATURIDAT I PUETTON GUAHAN
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Website: *www.portguam.com*

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

February 18, 2020

MEMORANDUM

TO: All Shipping Agents/Port Tenants
All Port Employees

FROM: Rory J. Respicio, General Manager

SUBJECT: Guidelines on Coronavirus and Appropriate Measures to Address Risk

Hafa Adai! With the reported cases of Coronavirus Disease 2019 (COVID-19) in the Asia Pacific Region on the rise, the rate of spread to other countries and the United States, and the President's declaration that the virus is a public health emergency, the following guidelines are being issued as we try to do our part to prevent its arrival at our seaport.

The following special conditions will apply to vessels who have answered 'yes' to any of the questions in the U.S. Coast Guard Declaration as it relates to the early detection and prevention of the COVID-19. In this context, 'yes' would be the affirmative response to any real-time circumstance affecting any individual on board any vessel that would have any regulatory agency believe a concern exists with the arrival of such vessel.

1. Prior to vessel arrival, crew members will be screened thoroughly from point of origin when embarking or upon departure of all vessels bound for Guam.

2. All service boat operators are to limit contact with crew members from the impacted vessel.

3. If the vessel is berthed at Port wharves, no crew members will be allowed to disembark the vessel during its call.

4. All shipping agents, representatives and crew members must wear personal protection equipment (e.g., mask, goggles and gloves, etc...) while on board the vessel.

5. Port personnel attending to the vessel will not be allowed on board until clearances have been given by U.S. Coast Guard and Customs & Quarantine Agency.

6. Safety and Harbor Master Divisions will be required to oversee the clearance process and ensure the following:

   a. A Pre-Operation Safety Brief will be conducted and shall include:

      1) For every instance of potential exposure, this information shall be included in the Special Instructions prepared by the Operations Manager or his designee for the impacted vessel operation.
      2) All Port personnel will be issued and required to use personal protective equipment (e.g., masks, goggles and gloves) prior to boarding the vessel.
      3) Port employees shall minimize all interaction with the crew as much as practically possible and to avoid entering both private and common areas of the vessels typically used by crew members.
      4) Port employees shall maintain safe distance from ship crew members.
      5) Do not shake hands.
      6) While on the vessel, work the plan; do not deviate from your assignment.
      7) Port personnel are prohibited from loitering alongside dock fronting the vessel.
      8) Exercise good hygiene by washing your hands often.
      9) Upon completion of operation, all employees are to report to Operations person-in-charge who will be responsible to ensure that all assigned to the shift are accounted for.
      10) Immediately report any problems or unsafe conditions to your leader or supervisor.

Any questions regarding these guidelines should be referred to the Port Safety Administrator or this office at 477-5931 ext. 420 or 302, respectively. Your usual cooperation with the above is greatly appreciated.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
Lieutenant Governor

February 18, 2020

Mark H. Buzby
Administrator
U.S. Department of Transportation Maritime Administration
1200 New Jersey Avenue, SE, West Building
Washington, DC 20590

Dear Administrator Buzby,

This letter is in reference to the recent grant application submission by Cabras Marine Corporation (CMC) to the US Department of Transportation's MARAD 2020 Small Shipyard Grant Program. CMC, a Woman-Owned, HUBZone small U.S. business, is a key provider of ship repair services on the island of Guam, serving government and private customers. CMC provides these services out of their PACDIM shipyard facility located at the Jose D. Leon Guerrero Commercial Port of Guam and at the Naval Base Guam (NBG).

Ship repair requires the transfer of large amounts of heavy equipment and materials by crane between the dockside and moored vessels. Currently, CMC performs its dockside operations through periodic rentals of cranes that are locally available. The market for mobile cranes on Guam is limited, increasing expenses for these services. Availability of rental cranes can be a challenge, increasing schedule risk to complete planned projects.

CMC proposes to use grant funds to acquire a new Made-in-America 275-ton mobile all-terrain crane. This equipment will allow the shipyard to provide more cost effective, efficient, and timely provision of critical ship repair services, directly supporting Port Authority of Guam operations and those of CMC's other customers. This investment includes training of several new CMC personnel to operate the crane. With the upcoming relocation of U.S. Marines from Okinawa to Guam, NBG is experiencing a resilient expansion of capabilities and increasing on island development. Without a doubt, the addition of a new crane to CMC will prove to be beneficial to Guam which plays a strategic role in the defense of the United States and its interests.

Workforce and economic development are important benefits of this project. Guam's poverty and unemployment rates exceed the U.S. average. Guam is wholly rural, aligning this project well with the U.S. DOT ROUTES initiative. CMC's PACDIM shipyard facility, where the new crane will be based, lies within a federally designated Qualified Opportunity Zone.

I am pleased to express my strong support for this grant funding application and hopeful for your kind consideration and subsequent approval of this important initiative.

Sincerely,

Rory J. Respicio
General Manager
Portt Authority of Guam

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
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September 16, 2019

MEMORANDUM

TO: Financial Affairs Controller

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Integration of Financial Management System and Terminal Operating Systems: Work with Consultants, Deputy General Manager, Adm & Finance and Systems Manager in establishing a chart of accounts, business units, etc. so the Port would be able to truly see the actual expenditures against vessel or special operations and revenues received.

2. Finance Receivables and Payables:

   a. Review with DGMA&F and Commercial Manager on what options are available to reduce the 120 days aging accounts receivables.

   b. Review with DGMA&F the current process on accounts payable to determine if posting of invoices for materials, supplies and services are done on a daily basis or only if payment is to batch and provide solutions or changes in processes to reflect the true finance payables.

   c. Review with DGMA&F aging account payables and provide solutions as to how to address these debts.

   d. OPA Audit Reports: Work with respective division heads in remedying those findings which OPA had cited in their reports.

   e. Standard Operating Procedures: Update standard operating procedures for submittal to DGMA&F for review.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
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September 16, 2019

MEMORANDUM

TO: Procurement & Supply Manager

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Revenue Bond Projects: Work with respective division heads in ensuring that the scope of work and specifications for the revenue bond projects are prepared and issued.

2. Standard Operating Procedures: Update standard operating procedures for submittal to DGMA&F for review.

3. Physical Inventory of Equipment & Tools: Conduct a physical inventory of all equipment and tools issued to all divisions via supply receipts and/or purchase orders based on last inventory checklist and provide management with your analysis and recommendations to improve the system.

4. Procurement cycle times: Conduct a procurement cycle which involves the entry of a purchase requisition by a user and ends with contract execution or purchase order approval. This cycle can be broken down into parts, i.e., purchase requisition approval routing, solicitation development, bid/proposal evaluation, contract award, and contract execution. If the procurement function is performing as it should, the cycle times at the Port should be at or below documented and established norms. Through this, provide management what you have identified as bottle necks and other problems and provide resolutions as to how to reduce such delays.

5. Update document management system: Orders and shipment times should be accurately tracked in an updated document management system. Work with Systems Manager in identifying what IT upgrades would allow your division to accurately track such procurement orders.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
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September 16, 2019

MEMORANDUM

TO: Systems Manager

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Integration of Financial Management System and Terminal Operating Systems: Work with Consultants, Deputy General Manager, Adm & Finance and Financial Affairs Controller in establishing a chart of accounts so the Port would be able to truly see the actual expenditures against vessel or special operations and revenues received.

2. Standard Operating Procedures: Update or develop standard operating procedures for submittal to DGMA&F for review. One of the policies that should be considered by your division is the Email Retention. We have noticed as each administration changes or management, emails are not backed up for storage to allow future management the opportunity to review for historical reference as to why certain decisions have been made. Had this process been implemented, the Port would be able to answer questions posed by them from regulatory authorities.

3. Live Streaming: Work with General Manager's Office in complying with Open Government Act on streaming live at board meetings as mandated.

4. Port Website: Work with General Manager's Office on updating the Port's website to be in compliance with Title 5, Guam Code Annotated.

5. Cyber Security: Work with Port Police Chief on the cyber security which federal regulations mandates the Port to implement.

6. Guam Public Notice Website: According to Section 8107.1. Title 5, Guam Code Annotated, the Government is to create, establish and administer a Guam Public Notice Website. The intent of this website is to provide assistance to the public to find posted public notices for public agencies as required by the Open Government Law. Inquiry with Department of Administration as to how the Port would be able to comply with this requirement and provide your findings to management.

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

September 16, 2019

MEMORANDUM

TO: Person-in-Charge, Human Resources Division

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Personnel Rules and Regulations: Work with DGM, A&F in updating the 2009 Personnel Rules and Regulations. Issue on a timely basis memorandum to employees on the provisions of rules that have been amended.

2. Performance Evaluation Form and Procedures: Work with consultant or if none, begin to review performance evaluation procedures that Port should implement to include key performance indicators.

3. Standard Operating Procedures: Update standard operating procedures for submittal to DGMA&F for review.

4. Classification:

   a. Provide draft updated job specifications consistent with industry standards for management's review.

   b. Conduct periodic classification reviews as mandated in the Personnel Rules and Regulations by division.

   c. Provide a draft comprehensive succession plan which should include identifying high potential staff and knowledge experts as well as formalize management training.

5. Training

   a. Needs Assessment: Conduct a training needs assessment that would help the Port identify gaps in skills and areas where additional training is necessary.

   b. Agency-wide training plan: Provide draft training plan which would identify critical skills and areas that need to be addressed at the Port.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
Lieutenant Governor

September 16, 2019

MEMORANDUM

TO: Commercial Manager

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Bi-annual Review: Work with DGM, A&F on conducting the bi-annual review on marina, office, open and antenna rates in accordance with local mandate that requires the Port to conduct such review.

2. Aging Accounts Receivables: Work with the Financial Affairs Controller on options available to reduce the aging accounts receivables for the marinas and Port properties.

3. Area A Tank Farm: Provide feedback on the potential interest in the leasing of Area A Tank Farm.

4. Recycling Enterprise Zone: Identify the number of acres available for the recycling facility as required by Public Law 28-92 and survey such property for possible issuance of a solicitation of interest to entice eligible companies who would like to establish such facility.

5. Aqua World Lease: Recommend if the Port wishes to continue its lease arrangement with Aqua World or pursue the desire of terminating the lease hold. If the determination is to continue the relationship with Aqua World, both parties would need to commence discussion to identify what properties they wish to keep under their lease hold and amend the agreement to accurately reflect the acres they wish to keep.

6. Leases: Work with DGM, A&F and Legal Counsel on the following real estate issues:

    a. July 18, 2019 Supreme Court's decision on Guam YTK Corporation v. Port Authority of Guam found that the lease was not valid due to absent specific legislative approval.

        1) Identify what leases Port entered into during its autonomy that may be impacted as a result of this decision.
        2) Review GEDA Master Leases and determine if these leases would need legislative approval.
        3) Review bunker leases formerly held by Shell and now IP&E to determine if the asset has been turned over to the Port. If not, assist Legal Counsel in the formulation of the lease.

7. Standard Operating Procedures: Update standard operating procedures for submittal to DGMA&F for review.

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

September 16, 2019

MEMORANDUM

TO: Administrative Services Officer, General Administration Division

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Standard Operating Procedures: Update standard operating procedures for submittal to DGMA&F for review.

2. Centralized document management system: Work with Systems Manager and division heads on recommendations to implement an intranet and a centralize document management system that would increase efficiency and reduce paperwork and limit lost or missing documents.

    a. Prepare draft policies and procedures to incorporate signoffs and automated chain of review (with notifications) to eliminate any confusion or duplicated efforts.

3. Off-Site Document Back-up: Work with Systems Manger on identifying a potential off-site back-up of sensitive files and electronic recovery system. The electronic files can be physically stored off Cabras Island or via a cloud server.

4. Universal Project Reporting: Work with Systems Manager and prepare a draft approach for universally reporting project status. You may want to consider whether to streamline a cover sheet into a dashboard or stoplight format that is easy to interpret.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
Lieutenant Governor

September 20, 2019

INTER-OFFICE MEMORANDUM

TO: Program Coordinator II, Marketing Division

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Standard Operating Procedures: Update standard operating procedures for submittal to DGMO&M for review.

2. Annual Report: Work with Planning staff and Financial Affairs Controller in preparing annual report for Fiscal Year 2018 for review by management.

3. Employee Newsletter: Work with Planning and HR staff in developing a newsletter that provides employees with activities held and updates in the organization policies, etc.

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

September 20, 2019

INTER-OFFICE MEMORANDUM

TO: Maintenance Manager

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Integration of maintenance management system with Financial Management System (FMS): Work with Port Consultants, Financial Affairs Controller and Systems Manager in integrating the maintenance management system into the FMS system. This system will allow maintenance department to plan and schedule preventive maintenance for equipment and facilities; manage work orders efficiently; manage spare parts inventory; eliminate paperwork; enhance productivity; reduce downtime and repair costs; increase safety, and ensure compliance with regulatory standards. The integration of such system with FMS will allow the Port to obtain accurate expense information on manpower, equipment and facilities.

2. Port-wide equipment and facility maintenance program: Submit to management a port-wide equipment and facility maintenance program to minimize equipment down time, efficiently manage work orders, capture equipment/facility repair history, and enhance equipment productivity and submit for management's review.

3. Advanced procurement budget for maintenance: To place the Port in a position to project its procurement requirements early, establish an advanced approved procurement budget for maintenance that addresses preventive maintenance, planned corrective maintenance and catch-up on recently identified unplanned corrective maintenance. Work with Procurement & Supply Manager and Financial Affairs Controller on establishing this budget to be considered for the mid-year.

4. Environmental Protection Agency (EPA) Training: Coordinate with Human Resources staff on establishing a formal environmental training that would allow maintenance personnel to reduce the risk of long-term clean-up costs and adhere to EPA requirements.

5. Demolition of Cranes and RTG: Work with Port contractor in the removal of cranes and equipment from Port terminal yard.

6. Standard Operating Procedures: Update standard operating procedures for submittal to DGM,O&M for review.

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

September 20, 2019

INTER-OFFICE MEMORANDUM

TO: Harbor Master

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Integration of vessel scheduling information with Terminal Operating System (TOS)/Financial Management System (FMS): Most modern operating ports or terminal operating companies utilize an integrated TOS and FMS through a single database. Using modern systems that are linked through a central database allows other systems, such as, the equipment used by the Harbor Master to integrate through a central database. Work with Port Consultants, Financial Affairs Controller and Systems Manager in integrating the vessel scheduling information into the TOS/FMS systems to provide accurate billing information.

2. Radar and VHS System: Vessel traffic through U.S. ports are primarily managed by the U.S. Coast Guard. A vessel traffic service (VTS) is typically used to manage the ship traffic that consists of radar, VHF radio (for communicating with ships), and an automated identification system (AIS). The AIS is a broadcast system which transmits ship data, such as port of destination, heading, speed, IMO number, etc. The shore-based station receives this data and displays it on screen of the connected computer system. A majority of the ports use a VTS system like this to track and monitor vessel activities.

    a) Conduct assessment of Harbor Master equipment: Implementing a VTS for the Port area and updating the Harbor Master's computer/software will improve the divisions efficiency and data transfer to/from operations and the financial management system.
    b) Work with Systems Manager in identifying the condition of the current equipment and identify the most efficient way to upgrade the equipment.
    c) Work with Chief Planner in identifying potential grants that could be used to purchase radar and VHS system to improve vessel tracking capabilities and improve vessel communication systems.

3. Standard Operating Procedures: Update standard operating procedures for submittal to DGM,O&M for review.

4. Harbor Rules and Regulations:

    a) According to the Guam Administrative Rule and Regulations, the Harbor Rules and Regulations were promulgated in 1987. However, on the Port's website, the rules and regulations were amended in 2001 via Public Law 26-72. Work with the General Manager's office in contacting the Compiler of Law to update the GARR.
    b) Review current rules and determine if updates would need to occur. Work with management and U.S. Coast Guard and provide your review to this office. If updates are needed, work with the General Manager's office on the transparency process in accordance with the Administrative Adjudication Act.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
Lieutenant Governor

September 20, 2019

INTER-OFFICE MEMORANDUM

TO: Port Police Chief

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Port Police Rules and Regulations: In the Port's enabling act, it states that the Port is to promulgate rules and regulations relating to the law enforcement division. Based on review of the Guam Administrative Rules and Regulations, there has not been rules promulgated. Please provide draft rules and regulations to management, U.S. Coast Guard and other law enforcement regulatory agencies for review. Work with the General Manager's office on the transparency process in accordance with the Administrative Adjudication Act.

2. Cyber Security: Work with Systems Manager on the cyber security which federal regulations mandates the Port to implement.

3. Standard Operating Procedures:
   a. Update standard operating procedures for submittal to DGMO&M for review.
   b. Work with Harbor Master and OSH Administrator on the development of emergency security and evacuation plans.

4. Technology: Work with Systems Manager in acquiring a stand-alone server and replacing desktops/laptops. Work with Chief Planner in identifying grants to acquire such equipment for Port Police.

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Lourdes A. Leon Guerrero
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Joshua F. Tenorio
Lieutenant Governor

September 20, 2019

INTER-OFFICE MEMORANDUM

TO: Engineering Manager

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

Standard Operating Procedures: Update standard operating procedures for submittal to DGMO&M for review.

CAD Technology: When the Terminal Operating System is fully functional, a new Port database will be required. Work with Systems Manager in identifying CAD software and computers for staff to be able to create diagrams and drawings to be included in solicitations for services.

Revenue Bond Projects: Work with Procurement & Supply staff and Port consultants in ensuring that the solicitation of revenue bond projects is issued in accordance with the timelines provided to the bond investors. Monitor progress of projects after it has been awarded to determine if timelines provided by the contractors are met. Continue to provide management with progress of such projects as required.

Master Plan Update & Capital Improvement Plan: Work with the Port Consultants and Planning staff on the 2020 master plan update and capital improvement plan.

For the last 9 months, the accomplishments we achieved could not have been done without the cooperation of you and the management team. Although we were challenged with pressing issues that could have repercussion impact on the Port, the division heads worked collaboratively to provide solutions that are beneficial not only for the Port but the people of Guam as a whole. As we continue to journey on this road, we all know obstacles will be there—but as we chip away these obstacles the road will eventually be smooth.

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

September 20, 2019

INTER-OFFICE MEMORANDUM

TO: Chief Planner

FROM: Rory J. Respicio, General Manager

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Standard Operating Procedures: Update standard operating procedures for submittal to DGMO&M for review.

2. Port Vision & Strategic planning objectives:

    a. Develop a vision for the Port, its long-term strategic planning initiatives, and what it needs to accomplish its mission.

    b. Work closely with division heads to update goals, identify the resources required to accomplish these goals and ensure that the Port's needs are being met.

3. Grant Writing: Work with division heads, i.e., Port Police, Operations, Engineering etc. on identifying grants and potential funding opportunities to enhance their work environment and productivity.

4. Master Plan Update & Capital Improvement Plan: Work with the Port Consultants and Engineering staff on the 2020 master plan update and capital improvement plan.

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Lieutenant Governor

September 20, 2019

INTER-OFFICE MEMORANDUM

TO: Occupational Health & Safety Administrator

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

SUBJECT: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Emergency Preparedness Plan: Work with DGM, O&M and division heads to develop an emergency preparedness plan to ensure that the Port meets best practice/industry standards for emergency preparedness and that specific policies and procedures address existing gaps. The proposed plan should incorporate the following:

   a) Designate a staff to assume the emergency preparedness duties, including conducting safety drills and coordinating emergency evacuation plan.
   b) Create safety committees with tenants that share issues and best practices on a regular basis.
   c) Create a volunteer coalition of staff that is trained in safety procedures to assist in case of rare emergencies. The staff can oversee basic evacuation duties while Port Police address higher safety issues.

2. Safety Trainings/Meetings/Inspections: Implement safety training and procedures; conduct regular safety meetings with the divisions to ensure that all employees are kept up to date on safety developments and issues; and conduct periodic safety inspections of the facilities and safety equipment. Such trainings, meetings and inspections should be documented and provided to the DGM, O&M on a monthly basis identifying issues encountered and suggested solutions.

3. Environmental compliance:
   a) Identify areas of potential environmental contamination: Work with Guam Environmental Protection Agency in identifying areas of environmental concern and develop a remediation plan that includes estimated costs.

b) Conduct internal OSHA compliance review: Work with Human Resources to document and institute agency-wide policies and procedures specific to OSHA compliance to ensure that the Port meets all federal requirements.

4. Safety Rules and Regulations: Based on review of the Guam Administrative Rules and Regulations, the Port's safety rules and regulations were promulgated in 1987. Provide draft safety rules and regulations to amend those rules and regulations in the Guam Administrative Rules and Regulations to management and division heads for review. Work with the General Manager's office on the transparency process in accordance with the Administrative Adjudication Act.

5. Workers' Compensation Records: Work with Administrative Services Officer – General Administration Division, Systems Manager and Human Resources staff on the electronic records retention for the medical records of employees.

6. Standard Operating Procedures and Related Policies: Update standard operating procedures and policies for submittal to DGM,O&M for review

For the last 9 months, the accomplishments we achieved could not have been done without the cooperation of you and the management team. Although we were challenged with pressing issues that could have repercussion impact on the Port, the division heads worked collaboratively to provide solutions that are beneficial not only for the Port but the people of Guam as a whole. As we continue to journey on this road, we all know obstacles will be there—but as we chip away these obstacles the road will eventually be smooth.

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Joshua F. Tenorio
Lieutenant Governor

September 20, 2019

INTER-OFFICE MEMORANDUM

TO: Acting Operations Manager

FROM: Rory J. Respicio, General Manager

Subject: Performance Goals & Objectives

Hafa Adai! On July 30, 2019, the Board of Directors had requested that performance goals and objectives be provided to division heads as part of this year's performance evaluation as the Port transitions into the new performance evaluation form.

The following areas of responsibilities, objectives and measures for the upcoming rating period is being provided:

1. Integration of Financial Management System and Terminal Operating Systems (TOS): Work with Consultants, Deputy General Managers, and Systems Manager in integrating the terminal operating system and financial management system so the Port would be able to truly see the actual expenditures against vessel or special operations and revenues received.

2. Gate Operating System: Work with Port Consultant and Systems Manager as to when the Port should implement the full scope of the gate operating system.

3. Vehicle Booking System (VBS): This system is a real-time appointment used by the trucking companies wishing to deliver or collect containers at a port. This system allows truckers to select a time for their visit, enabling the port to proactively manage the customer demand, providing a faster turnaround. This system also reduces wasted journey by the truckers and expense caused by incorrect information. Work with Systems Manager and Port Consultants to determine if the VBS is part of the TOS. If so, determine how this menu can be activated and if not, determine what are the processes that would need to be implemented to integrate such system with TOS.

4. Container Yard Operations: Review current container yard operations and provide recommendations on what mode of operations (top lifter versus RTG or both) should Port consider taking into consideration the increase of cargo that may occur during the peak of the military build-up. Identify other equipment port may want to acquire to efficiently transport cargo within the terminal facilities. Provide such recommendation to management for their review.

5. Standard Operating Procedures and Related Policies: Update standard operating procedures and policies for submittal to DGM,O&M for review.

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PORT AUTHORITY OF GUAM
OVERTIME COMPARISON - ACTUAL VS BUDGET
AS OF JANUARY 31, 2020

		Monthly Comparison				YTD Comparison			
Department	Business Unit	Actual	Budget	$ Variance	% Variance	YTD Actual	YTD Budget	$ Variance	% Variance
Stevedoring	310-313								
Cargo Handling	312	36,287	23,375	12,912	35.6%	168,806	93,500	75,306	80.5%
Rigging	313	654	1,063	-409	-62.5%	3,937	4,252	-315	-7.4%
Terminal	320	23,198	18,417	4,781	20.6%	104,715	73,668	31,047	42.1%
Transportation	330-333			0			0	0	
Superintendent	330	9,531	7,438	2,093	22.0%	43,914	29,752	14,162	47.6%
Crane Operators	331	11,743	8,146	3,597	30.6%	45,301	32,584	12,717	39.0%
Equipment Operators	332	30,748	24,792	5,956	19.4%	132,741	99,168	33,573	33.9%
Dispatcher	333	2,661	2,125	536	20.1%	11,740	8,500	3,240	38.1%
Maintenance	400-414,430			0			0	0	
Crane Maintenance	411	8,154	8,500	-346	-4.2%	34,195	34,000	195	0.6%
Facility Maintenance	420-423			0			0	0	
Electrical/Refrigeration	423	7,287	6,375	912	12.5%	30,364	25,500	4,864	19.1%
		130,264	**100,231**	30,033	23.1%	**575,713**	**400,924**	174,789	43.6%

Notes:
* Reason for increase in overtime is due to vessels are coming in late which results to our Operations employees working on Saturdays and Sundays.
* There are also shortages in manpower which results in longer working hours.

Port Authority of Guam Gantry Cranes (#4, #5, and #6) Descriptions and Specifications

STS Crane Identification	Gantry 4	Gantry 5	Gantry 6
Serial number	82NO385	82NO386	82NO388
Original Manufacturer	Hitachi		
Original Manufacturer date	1983	1983	1984
Modification/Relocation date	2009	2009	2009
Single pick spreader rated load	40 long tons at all locations of trolley travel		
Runway rail gauge	50'-0"		
Outreach (from WS rail)	120'-0"		
Backreach (from LS rail)	50'-0"		
Lift ht above WS runway rail	85'-0"	93'-0"	93'-0"
Lift ht below WS runway rail	42'-0"	42'-0"	42'-0"
Length along runway.	85'-0"		
Through leg width	55'-0"		
Portal clearance height	25'-0"		
No. of gantry travel trucks/corner	4, with 4 driven and 4 idler wheels		
Tower structure type	Box section H- frame		
Boom trolley girder type	Twin plate girder sections		
Trolley type	Rope towed, reeve through		
Operators cab location	On trolley		
Machinery location	In machine house on trolley girders		
Electrical controls location	In machine house (separate room with climate controls)		
Electrical panel arrangements	Steel panel enclosure with latching doors		
Trolley travel speed	500 fpm max rated load/no load		
Main hoist speed	190 fpm raise/261 fpm lower with max rated load, 457 fpm raise/416 fpm lower with empty spreader		
Gantry travel speed	150 fpm with max rated load		
Boom hoist time (raise or lower)	5 minutes down to fully raised position		
Gantry travel motors #4, #5 and #6	8 @ 20hp, continuous rated		
Trolley travel motors	1 @ 100hp, continuous rated		
Main hoist motors	2 @ 250hp, continuous rated		
Boom hoist motor	1 @ 75hp, continuous rated		
Trolley travel reeving	2 ropes x 1 part of 5/8" 6x36 EIPS, IWRC wire ropes		
Boom hoist reeving	2 ropes x 5 parts of 1" 6x36 EIPS, IWRC wire ropes		
Main hoist reeving	4 ropes x 2 parts of 1" 6x36 EIPS, IWRC wire ropes		
Power supply	On board diesel engines/AC generator set		
Diesel engine/AC generator type	Caterpillar C32, 1300 kVA prime rating		
Diesel genset location	House on right portal beam		
Control type/package	DC variable voltage, ABB DCS800 (includes AC800M PLC with crane management system and remote communication to stop via infrared link)		
Spreader	1 Brooma 20'/40'/45' single pick ASX7 spreader per crane, (1 Brooma 20'/40'/45' single pick ASX7 spreader, spare unit), with a total of 4 identical spreaders		
Headblock	Quickchange with twistlocks		

Cargo hook	None
*** Please see continuation sheet ***	
Headblock attitude adjustment	Trim, list (screw actuator machinery at boom tip)
Personnel elevator	At LLS corner, 2 landings (sill beam level, machinery house level)
Other features	• Ground control station for maintenance operation of spreader functions, trolley travel, main hoist and gantry level. • 2 each or 4 each tie down fixtures at each LS and WS crane tower leg (total 8 per crane #4 and #5 and 16 total for crane #6). • 2 each stow pin devices at center of each LS and WS sill beam (total 4 per crane). • 2 each caliper storm brake assemblies at each corner gantry travel wheel (total 8 per crane). • 5 each short ton capacity traveling bridge overhead service hoist in machinery house. • Trolley tow rope tensioner (hydraulic machinery on trolley girder) • Floodlights on trolley girder, boom and portal beams to support night operations.

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

February 6, 2020

MEMORANDUM

TO: Vincent P. Arriola, Department of Public Works

FROM: Rory J. Respicio, General Manager

SUBJECT: Proposed Projects to be Funded by the Federal Highway Administration (FHWA)

Buenas! Once again, we would like to thank you for the time and valuable assistance your agency has provided to the Port Authority of Guam ("Port") in identifying the current remaining FHWA funds available to the Port.

We would like to present the following projects for your agency's consideration:

1. Point of Access into the auto lot from the Public Cargo Terminal;
2. Shared entrance driveway for the Customs Inspection Facility and the Port Truckers Lot on Route 11
3. GOS Facility Enhancement

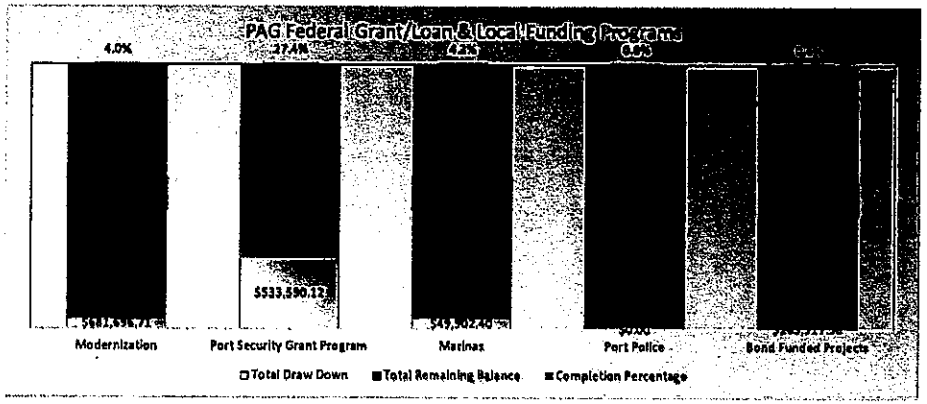
Should the projects identified here be acceptable, the Port will enter into a new agreement with the Department of Public Works ("DPW") that will supersede the current Memorandum of Understanding between the Port and DPW.

Should you need additional information you may contact this office at 477-5931 ext. 302.

2018 Port Revenue Bonds Status Report
As of February 25, 2020

Bond Project	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT IFB/RFP/PO Number	Status
Rehabilitation of "H" Wharf (Port Share)	$10,000,000.00 $13,774,255.00	$0.00 $265,917.98	$10,000,000.00 $13,508,337.02		Total amount drawn down represents additional environmental work to include the Coral Relocation Project budget which was approved during the December 13, 2019 Board Meeting. On January 30, 3030, the PUC approved the Port's Petition for additional funding for its OAE Consultant WSP and additional funding for expanded environmental services.
Hotel Wharf CM Services	$0.00	$0.00	$0.00	SOW completed and vetted by the Procurement Division.	Procurement packet completed. Pending SAG review of Form 18.
Golf Pier Repairs and Improvements	$2,000,000.00	$0.00	$2,000,000.00	RFP No. 2019-02: A&E Design for $484,000.17 awarded to NC Macario	NC Macario has initiated its assessment towards developing the 35% submittal. As previously reported, the A&E Design is anticipated to take six (6) months to complete.
Waterline Replacement and Relocation and EQMR Building and Warehouse 1 Repairs and Upgrades	$11,628,800.00	$0.00	$11,628,800.00	RFP No. 2019-03: A&E Design for $1,406,427.48 awarded to NC Macario	NTP was issued to NC Macario. Assessment work ongoing.
Other Priority Projects	$7,480,745.00	$0.00	$7,480,745.00		Status Quo - Per P.L. 35-44, re-programmed budget has been set aside for other priority projects: F1 and other wharf repairs, Financial Management Migration, and Terminal Operating System upgrades.
New Admin. Annex Building	$10,445,000.00	$0.00	$10,445,000.00		Original amount of $17,500,000 has been reduced as detailed in P.L. 35-44 signed into law October 16, 2019. Of the six (6) original bond-funded projects, this was deemed as the lowest priority.
Grand Total	**$55,328,800.00**	**$265,917.98**	**$55,062,882.02**		

FY 2020 Port Modernization Plan
Grant/Bond Strategy - Monthly Update
As of February 25, 2020



Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT IFB/RFP/PO Number	Status
Modernization	**$16,900,073.00**	**$681,696.71**	**$16,218,376.29**		
DTMA91G1600007 - Rehabilitation of "H" Wharf	$10,000,000.00	$0.00	$10,000,000.00		PUC approval for Coral Relocation obtained on January 30, 2020. Task Order to be developed. Pending DOAg permit for coral relocation. 401 Water Quality Certification public comment period to end on March 3, 2020. AG Forms 12 and 14 for Construction Management Services sent to the AG's Office for approval.
GR882-18-01 - Owner's Agent Engineer Support Services	$900,000.00	$512,086.56	$387,913.44		TO 7 work is ongoing. Grant period of performance extended to September 30, 2020.
GR882-19-04 - Owner's Agent Engineer Support Services	$800,000.00	$0.00	$800,000.00		MOU signed on February 3, 2020. Currently pending DOA Establishment of Account.
Port Enterprise Fund - Port of Guam Construction Deficiencies and Equipment Purchases	$2,844,530.00	$169,610.15	$2,674,919.85	Project 1 - IFB No. PAG-CIP-019-001 for $139,449.00 awarded to American Builder LLC Project 2 - IFB No. PAG-CIP-019-002 for $82,940.00 awarded to Highway Safety Services LLC Project 3 - PO No. 15449-OF for $10,311 awarded to AB Mer Construction Project 4 - PO No. 15213-OS for $1,639,976 awarded to Morrico Equipment LLC	Project 1 - Repainting of Terminal Booths, Container Yard CMU Wall, and Removal and Replacement of Barbwires and Tiedowns - Completed pending Final Inspection on February 28, 2020. Project 2 - New Container Yard Re-Striping - Completed November 22, 2019. Project 3 - Relocation of Utility Feeder Line from Pump House Building to Load Center 5 Secondary Feeder Line - Complete Project 4 - Acquisition of Loaded Container Handling Equipment (Top Lifters) - Top Lifters accepted on January 24, 2020. Project 5 - Repaint Remaining CMU Wall (Exterior and Interior) approved on February 12, 2020. Project 6 - Acquisition of Additional Digital Cameras approved on February 12, 2020. Project 7 - Upgrade Port's KANTECH Access Control and Web-Ready Security Management System approved on February 12, 2020.
EDA Disaster Supplemental Grant Program - Installation of Fuel Pipeline System for F1 Pier and Golf Pier Connectivity	$2,355,543.00	$0.00	$2,355,543.00		Grant application submitted to Grants.gov. Awaiting review by EDA.

Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT IFB/RFP/PO Number	Status
Marinas	**$1,169,243.60**	**$49,902.40**	**$1,119,341.20**		
F14AP00191 - Harbor of Refuge Moorage Repairs - Phase 2	$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, PAG, and BBMR concurred with MOU. MOU is now subject to review and approval to form by the AG and the Governor.
F16AP00261 - Harbor of Refuge Moorage Repairs - Phase 3	$200,000.00	$11,895.00	$188,105.00		Grant Amount Adjusted to $188,105.00 as indicated on MOU; Revised MOU was reviewed by PAG legal counsel. DOAg, PAG, and BBMR concurred with MOU. MOU is now subject to review and approval to form by the AG and the Governor.
F17AP00486 - Harbor of Refuge Moorage Repairs - Phase 4	$200,000.00	$13,194.00	$186,806.00		Grant Amount Adjusted to $186,806.00 as indicated on MOU; Revised MOU was reviewed by PAG legal counsel. DOAg, PAG, and BBMR concurred with MOU. MOU is now subject to review and approval to form by the AG and the Governor.
F19AP00334 - Harbor of Refuge Moorage Repairs - Phase 5	$200,000.00	$10,048.00	$189,952.00		Grant Amount adjusted to $189,952.00 for salary, supplies, and indirect costs for Department of Agriculture. DOAg, PAG, and BBMR concurred with MOU. MOU is now subject to review and approval to form by the AG and the Governor.
F19AF01199 - Guam Fisheries Development: Construction of Agat Marina's Dock B	$512,759.00	$0.00	$512,759.00		Pending DOAg internal review of Draft MOU.
Port Security Grant Program	**$1,948,093.00**	**$533,590.12**	**$1,414,502.88**		
EMW-2016-PU-00523-S01 - Acquisition & Installation of Additional Cameras at Strategic Port Facilities	$174,849.00	$0.00	$174,849.00		No cost extension approved to August 31, 2020. Project will be incorporated with FY 2018 PSGP IJ#2.
EMW-2016-PU-00523-S01 - Upgrade & Refurbishment of Existing Damaged Security Light Poles at Strategic Port Locations	$475,011.00	$388,288.06	$86,722.94		Project completed.
EMW-2017-PU-00177-S01 - Maintenance and Sustainment Contract for Prime Power Generators	$179,550.00	$0.00	$179,550.00	PO No. 16208-OS for $75,207.00 Pacific Unlimited Inc.	Contract signed and PO acknowledged by Pacific Unlimited Inc. on December 17, 2019.
EMW-2017-PU-00177-S01 - Refurbishment and Hardening of Load Center Buildings Housing Prime Power Generators	$384,469.00	$30,895.85	$353,573.15	PO No. 16150-OF for $314,450.00 to Murphy Enterprises Inc.	NTP issued on January 6, 2020.
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 on August 2018.
EMW-2018-PU-00441-S01 - IDEN Technology Redundant Interoperable Coomunications System Monthly Service	$94,944.00	$37,374.84	$57,569.16		Monthly service is being provided by local company IConnect.
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	PO No. 16227-05	Customs and Quarantine forwarded PO to vendor January 7, 2020.
EMW-2018-PU-00441-S01 - Replacement CCTV System Existing Analog Cameras with Digital IP Cameras	$160,867.00	$23,881.37	$136,985.63		Pending development of procurement packet.
EMW-2019-PU-00295-S01 - Acquisition & Installation of Prime Power Generator & Components for Load Center 3	$226,484.00	$0.00	$226,484.00		EHP Review has been reviewed and approved by FEMA. Planning will work with Engineering on the development of the SOW.
Port Police	**$15,000.00**	**$0.00**	**$15,000.00**		
PT20-03-03PAG - Operation A'dai He Hão (Watch Out!)	$15,000.00	$0.00	$15,000.00		ATP for Lifesavers Conference travel received February 14, 2020.
Bond Funded Projects	**$45,328,800.00**	**$265,917.98**	**$45,062,882.02**		
New Administration Building	$10,445,000.00	$0.00	$10,445,000.00		WSP to revisit in Master Plan Update. SOW to be updated for both the current Administration Building and the proposed Annex.
Waterline Replacement and Relocation and EQMR Building and Warehouse 1 Repairs and Upgrades	$11,628,800.00	$0.00	$11,628,800.00	RFP No. 2019-03 - A&E design for $1,406,427.48 awarded to NC Macario	Contract signed and PO issued. NTP issued February 17, 2020.
Golf Pier Repairs and Improvements	$2,000,000.00	$0.00	$2,000,000.00	RFP No. 2019-02 - A&E design for $484,000 awarded to NC Macario	NTP issued to NC Macario on December 20, 2019 with a start date of January 6, 2020. Anticipated A&E Design to be completed in 6 months.

Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT IFB/RFP/PO Number	Status
Rehabilitation of "H" Wharf (Port Share)	$13,774,255.00	$265,917.98	$13,508,337.02		PUC approval for Coral Relocation obtained on January 30, 2020. Task Order to be developed. Pending DOAg permit for coral relocation. 401 Water Quality Certification public comment period to end on March 3, 2020. AG Forms 12 and 14 for Construction Management Services sent to the AG's Office for approval.
Other Priority Projects	$7,480,745.00	$0.00	$7,480,745.00		Per P.L. 35-44, re-programmed budget has been set aside for other priority projects: F1 and other wharf repairs, Financial Management Migration, and Terminal Operating System upgrades.
Grand Total	**$65,361,209.60**	**$1,531,107.21**	**$63,830,102.39**		

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FINANCE-YTD – January 2020

Financial Highlights

Income Statement

Balance Sheet

OT Comparison – Budget vs. Actual

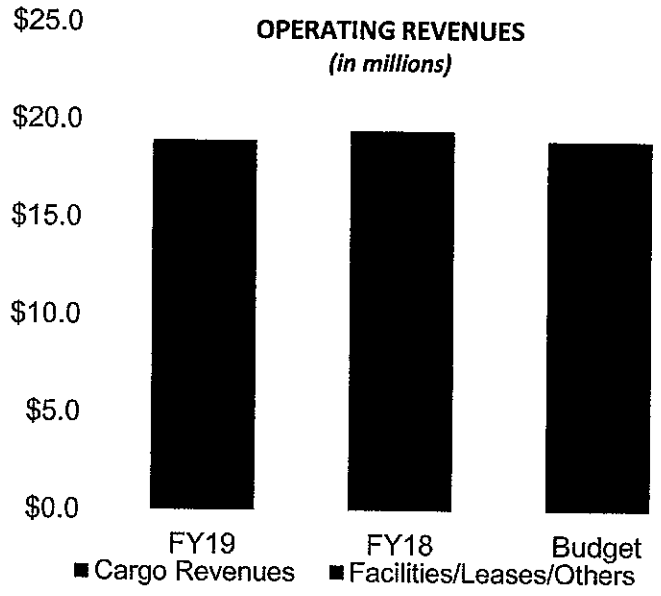
Accounts Receivable Aging Summary Report

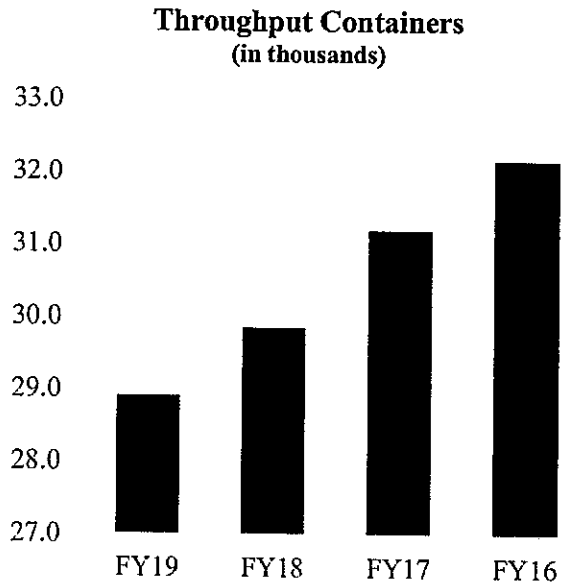
Accounts Payable Summary

Budget lift/Transfer Monthly Activities

Financial Highlights – YTD January FY2020

Operating Performance:





REVENUES AND CARGO THROUGHPUT:

Total Operating Revenues as of January 2020 was $19.1 million (M), which consist of $15.9M in cargo revenues and $3.1M in Facilities, Leases, and Other Services.

FY19 YTD cargo revenues is 4.3% lower than last year's total ($16.7M) and 1.7% higher than Budget ($15.7M).

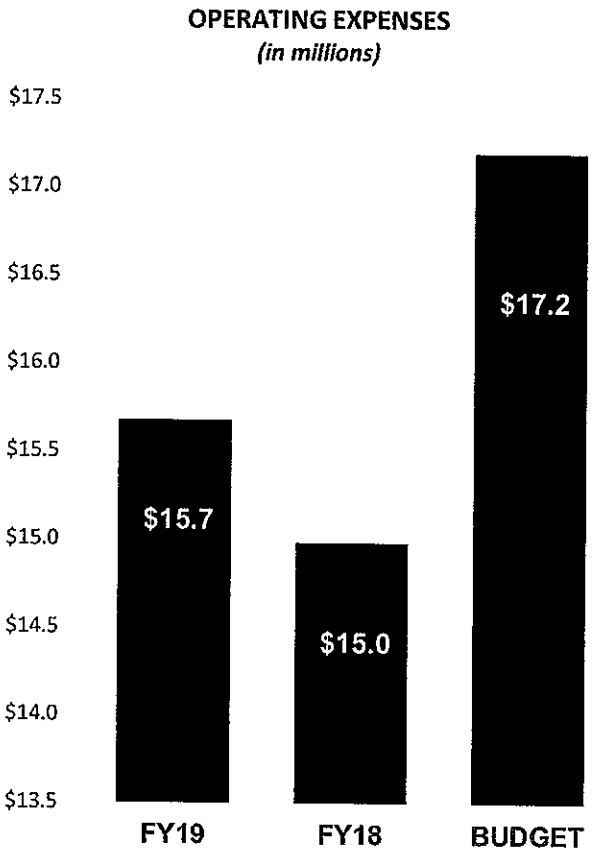
FY19 YTD Facilities, Leases, and Other Services is 12.3% higher than last year's total ($2.8M) and 4.1% lower than budget ($3.3M).

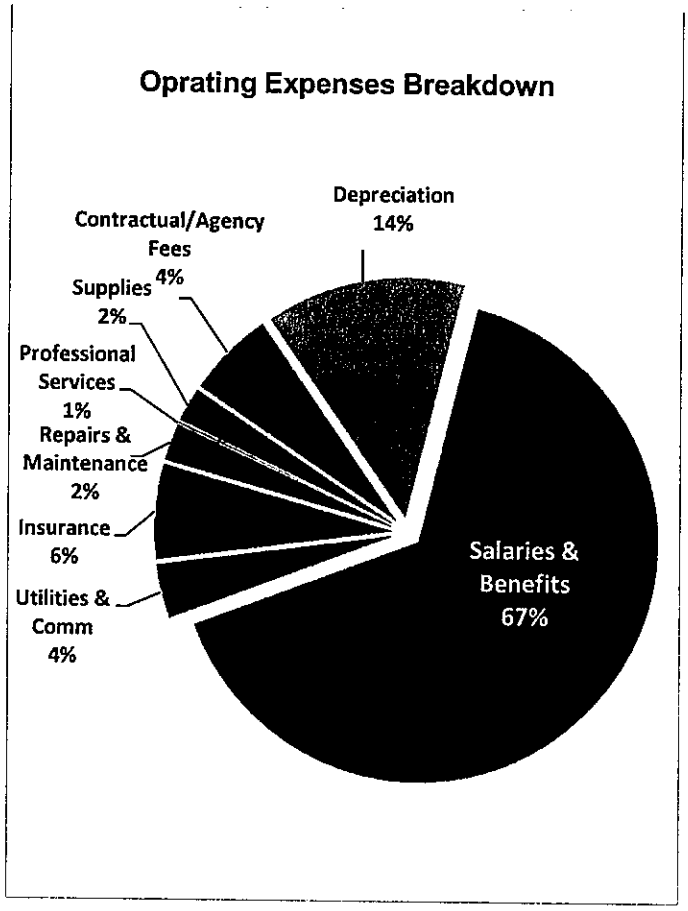
Overall Operating Revenues as of January is 0.7% higher than Budget ($18.9M) and 1.9% lower than last year YTD January ($19.5M).

Total number of containers handled as of January 2020 was 28,909 which is 3% lower compared to last year January 2019 total. **Compared to January of FY17 the number of containers handled decreased by 10.1%.**

OPERATING EXPENSES:

Total Operating Expenses as of January '20 was $7.7M, which is 10% lower than Budget ($8.6M) and 2% higher than last year's total operating expenses ($7.6M). For the first 2 months of FY20, expenses over a million are: Salaries - $3.5, Benefits & Other Personnel Costs - $1.5 and Depreciation $1.0 .





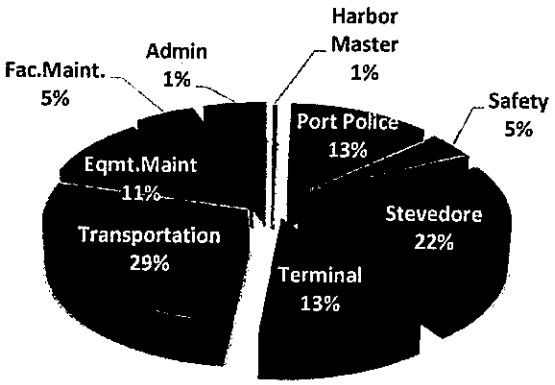
OVERTIME EXPENSE AND DIRECT LABOR REVENUE:

Total Overtime as of January was $798K which is 8% higher than last year January ($578K). Direct Labor Revenue as of January was $1.2M, which is 5.2% lower than last year and 11% higher than budget. Direct Labor charges are for services performed by the Port outside of the cargo throughput charges, special services and Nighttime/ Overtime and Holiday differentials.

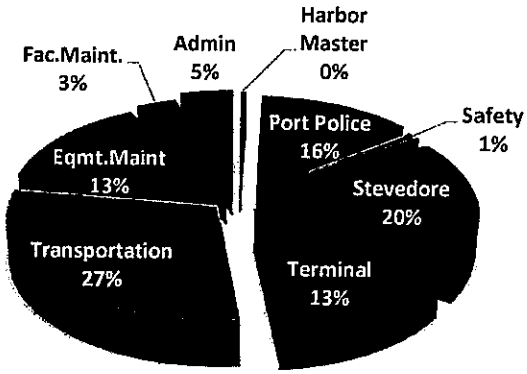
Below is the breakdown of overtime for each division/section for FY20 and FY19 as of January:

Section	FY19	FY18	Budget	DL Revenue
Harbor Master	5,299	3,349	1,984	99,552
Port Police	101,012	119,026	99,168	42,129
Safety	38,095	6,977	5,668	
Stevedore-Cargo Handling	168,814	139,670	93,500	297,694
-Rigger	3,937	4,351	4,252	444,232
Terminal	104,715	99,437	73,668	179,656
Transportation-Superintendent	43,914	31,908	29,752	
-Crane Operator	45,301	48,174	32,584	45,541
-Equipt Operator	132,741	108,891	99,168	212,352
-Dispatcher	11,740	9,311	8,500	0
Maint.-Crane Maint.	34,322	45,012	34,000	0
-Preventive Maint.	13,680	27,893	21,252	443
-Fleet Maint.	23,369	4,244	12,752	0
-Welders	16,255	18,926	14,168	0
Facility Maint.-Building	9,026	5,719	5,384	424
-Janitorial	2,206	3,102	1,700	
-Elect./Refr.	30,364	28,093	25,500	20,818
Administration	119	866	0	
Finance	3,670	1,551	2,836	1,130
Human Resources	4,347	1,757	992	0
Engineering	-1,665	19,610	5,668	0
Procurement	180	0	0	0
Information Technology	6,188	10,362	7,084	0
TOTAL	797,629	738,230	579,580	1,243,978

FY20 OT



FY19 OT



Year to date Operating Revenues minus the Year to date Operating Expenses resulted to an Operating Income of $3.4M as of January 31, 2020.

Non-Operating Revenues and Expenses consist of the following: $870K -Retirement contribution for COLA, Supplemental and Medical/Dental/Life Insurance expenses, $471K - Interest Income, $1.0M – Interest Expense, $199K- Federal Reimbursements and $117K-other expenses. The net total of non-operating expenses and revenues as of January is a negative $1.3M.

The Total Net Income as of January is 2.1M .

Accounts Receivable Trade (net) as of January 31, 2020 was $4.9M.

Aging Status is a follows: 89% - Current, 1% - over 30 days, .4% - over 60 days, .4% - over 90 days and 9% - over 120 days.

Accounts Payable Trade as of January 31. 2020 is $2.2M which is 230% higher than last year's ending balance of $651K.

Port Authority of Guam
Income Statement
With Budget Comparison (Unaudited)
4 Month Ending 01/31/20

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							
1,747,414	38.5%	1,862,796	37.7%	1,689,271	3%	CT- CHASSIS	6,928,782	36.3%	6,924,769	35.6%	0.1%	6,757,084	3%
213,629	4.7%	206,769	4.2%	202,567	5%	CT-GROUND	871,605	4.6%	840,112	4.3%	3.7%	810,268	8%
120,491	2.7%	157,798	3.2%	152,874	-21%	CT-BREAKBULK	447,978	2.3%	795,933	4.1%	-43.7%	611,496	-27%
383	0.0%	784	0.0%	1,627	-76%	CT-UNITIZED	11,346	0.1%	4,885	0.0%	132.3%	6,508	74%
						CT-TUNA							
24,391	0.5%	22,134	0.4%	48,323	-50%	CT-RO/RO	173,089	0.9%	198,543	1.0%	-12.8%	193,292	-10%
5,322	0.1%	12,013	0.2%	9,059	-41%	CT-STUFFING/DEVAN	30,015	0.2%	33,509	0.2%	-10.4%	36,236	-17%
3,821	0.1%	8,083	0.2%	7,636	-50%	CT-HEAVYLIFT	15,761	0.1%	40,566	0.2%	-61.1%	30,544	-48%
346	0.0%	750	0.0%	778	-55%	CT-LONGLENGTH	738	0.0%	5,353	0.0%	-86.2%	3,112	-76%
11,684	0.3%	15,033	0.3%	12,550	-7%	OUT-OF-GAUGE CARGO (OOG)	48,451	0.3%	53,268	0.3%	-9.0%	50,200	-3%
2,127,481	46.8%	2,286,160	46.2%	2,124,685	0%	CARGO THROUGHPUT REVENUES	8,527,766	44.7%	8,896,936	45.7%	-4.1%	8,498,740	0%
						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%
161,778	3.6%	204,813	4.1%	176,322	-8%	TRANSSHIP CONTAINERS	700,187	3.7%	765,044	3.9%	-8.5%	705,288	-1%
10,014	0.2%	33,692	0.7%	29,762	-66%	OVERSTOWED CONTAINERS	100,936	0.5%	159,961	0.8%	-36.9%	119,048	-15%
309	0.0%	1,174	0.0%	320	-3%	SHIFTED CONTAINERS	478	0.0%	1,677	0.0%	-71.5%	1,280	-63%
3,676	0.1%	5,852	0.1%	4,095	-10%	RIGGED CONTAINERS	14,156	0.1%	17,902	0.1%	-20.9%	16,380	-14%
11,263	0.2%	10,856	0.2%	11,109	1%	REEFER CNTR-PLUG/UNPLUG	48,452	0.3%	46,045	0.2%	5.2%	44,436	9%
331,909	7.3%	344,261	7.0%	280,034	19%	DIRECT LABOR BILLED	1,243,978	6.5%	1,311,947	6.7%	-5.2%	1,120,136	11%
32,268	0.7%	20,908	0.4%	23,548	37%	EQUIPMENT RENTAL	108,103	0.6%	115,305	0.6%	-6.2%	94,192	15%
39,044	0.9%	66,583	1.3%	46,237	-16%	PORT FEES & DOCKAGE	182,310	1.0%	191,610	1.0%	-4.9%	184,948	-1%
492,310	10.8%	493,540	10.0%	494,340	0%	WHARFAGE	2,046,300	10.7%	2,060,775	10.6%	-0.7%	1,977,360	3%
59,295	1.3%	65,572	1.3%	58,783	1%	FUEL SURCHARGE	235,678	1.2%	246,596	1.3%	-4.4%	235,132	0%
16,383	0.4%	22,310	0.5%	18,661	-12%	MARITIME SECURITY FEE	78,394	0.4%	81,166	0.4%	-3.4%	74,644	5%
152,997	3.4%	156,141	3.2%	156,562	-2%	FACILITY MAINTENANCE FEE	656,075	3.4%	668,922	3.4%	-1.9%	626,248	5%
452,974	10.0%	512,509	10.4%	494,060	-8%	CRANE SURCHARGE	1,994,075	10.5%	2,089,382	10.7%	-4.6%	1,976,240	1%
1,764,219	38.8%	1,938,210	39.2%	1,793,833	-2%	OTHER CARGO RELATED REVENUES	7,409,121	38.8%	7,756,329	39.9%	-4.5%	7,175,332	3%
3,891,700	85.7%	4,224,371	85.5%	3,918,518	-1%	OPERATING REVENUES	15,936,887	83.5%	16,653,265	85.6%	-4.3%	15,674,072	2%

Port Authority of Guam
Income Statement
With Budget Comparison (Unaudited)
4 Month Ending 01/31/20

Current Month Actual	%	Last Year Actual	%	Budget	% Chng		Year to Date Actual	%	Last Year to Date Actual	%	% Chng	Budget	% Chng
						NON OPERATING REVENUES							
						FACILITIES							
87,366	1.9%	83,790	1.7%	104,715	-17%	FACILITIES USAGE MOBIL	419,592	2.2%	391,399	2.0%	7.2%	418,860	0%
132,405	2.9%	211,108	4.3%	213,615	-38%	FACILITIES USAGE TRISTAR	895,201	4.7%	671,402	3.5%	33.3%	854,460	5%
29,820	0.7%		0.0%	9,683	208%	FACILITIES USAGE-CEMENT THRUPUT	59,640	0.3%	29,520	0.2%	0.0%	38,732	54%
104,843	2.3%	101,168	2.0%	104,949	0%	FACILITIES USAGE SPACE RENTAL	431,203	2.3%	405,777	2.1%	6.3%	419,796	3%
98,500	2.2%	87,938	1.8%	87,938	12%	FACILITIES LEASE INCOME	399,848	2.1%	351,752	1.8%	13.7%	351,752	14%
2,896	0.1%	3,610	0.1%	3,744	-23%	FACILITIES COMMON AREA MAINTENANCE FEE	11,585	0.1%	15,451	0.1%	-25.0%	14,976	-23%
4,129	0.1%	3,722	0.1%	3,990	3%	FACILITIES SECURITY SURCHARGE RENTAL	16,367	0.1%	15,182	0.1%	7.8%	15,960	3%
255	0.0%	385	0.0%	393	-35%	WATER & LANDSLIDE ACTIVITIES	1,220	0.0%	1,180	0.0%	0.0%	1,572	-22%
21,387	0.5%	23,202	0.5%	23,278	-8%	MARINA REVENUES	96,241	0.5%	88,946	0.5%	8.2%	93,112	3%
3,027	0.1%	4,332	0.1%	3,466	-13%	HARBOR OF REFUGE	12,259	0.1%	15,462	0.1%	-20.7%	13,864	-12%
153,038	3.4%	155,374	3.1%	202,611	-24%	DEMURRAGE	702,504	3.7%	700,010	3.6%	0.4%	810,444	-13%
637,666	14.0%	674,629	13.6%	758,382	-16%	FACILITIES	3,045,659	16.0%	2,686,079	13.8%	13.4%	3,033,528	0%
						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%		0%	MATERIAL USED		0.0%		0.0%	0.0%		#DIV/0!
	0.0%	10,293	0.2%	4,263	0%	PASSENGER SERVICE	36,082	0.2%	29,043	0.1%	0.0%	17,052	112%
468	0.0%	2,110	0.0%	1,754	-100%	BUNKER	4,669	0.0%	7,982	0.0%	-42%	7,016	-33%
9,968	0.2%	29,495	0.6%	15,631	-100%	SPECIAL SERVICES	42,152	0.2%	63,233	0.3%	-33.3%	62,524	-33%
1,950	0.0%	2,502	0.1%		0%	ELECTRICAL POWER	11,006	0.1%	10,842	0.1%	1.5%		
12,387	0.0%	44,399	0.9%	21,648	-91%	OTHER FEES & SERVICES	93,909	0.5%	111,100	0.6%	-15.5%	86,592	8%
1,305	0.3%	55	0.0%	672	1743%	ADMINISTRATIVE FEES & SERVICES	2,804	0.0%	450	0.0%	523.1%	2,688	4%
						REIMBURSEMENTS							
-	0.0%	-	0.0%	38,167	0%	FEDERAL REIMBURSEMENT	-	0.0%	-	0.0%	0.0%	152,668	
-	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%	-	0.0%	-	0%	REVENUE MINIMUM CHARGE	-	0.0%	-	0.0%	0.0%	-	
-	0.0%	-		38,167	0%	REIMBURSEMENTS	-	0.0%	-	0.0%	0	152,668	-
651,358	14.3%	719,083	14.5%	818,869	-20%	NON OPERATING REVENUES	3,142,373	16.5%	2,797,628	14.4%	12.3%	3,275,476	-4%
4,543,058	100.0%	4,943,454	100.0%	4,737,387	-4%	TOTAL REVENUES	19,079,260	100.0%	19,450,894	100.0%	-1.9%	18,949,548	1%

Port Authority of Guam
Income Statement
With Budget Comparison (Unaudited)
4 Month Ending 01/31/20

Current Month Actual	%	Last Year Actual	%	Budget	% Chng		Year to Date Actual	%	Last Year to Date Actual	%	% Chng	Budget	% Chng
	(1)					INDIRECT COSTS General & Administrative Expenses							
1,924,466	42.4%	1,832,193	37.1%	2,126,151	-9%	Salaries & Wages	7,473,459	39.2%	7,013,401	36.1%	6.6%	8,504,604	-12%
131,280	2.9%	131,258	2.7%	137,823	-5%	Insured Benefits	562,733	2.9%	506,792	2.6%	11.0%	551,292	2%
466,918	10.3%	455,137	9.2%	524,613	-11%	Retirement Benefits	1,891,985	9.9%	1,809,163	9.3%	4.6%	2,098,452	-10%
128,886	2.8%	124,675	2.5%	4,167	2993%	Other Benefits	543,026	2.8%	539,259	2.8%	0.7%	16,668	3158%
56	0.0%	540	0.0%	6,667	-99%	Other Personnel Costs	411	0.0%	5,733	0.0%	-92.8%	26,668	-98%
7,372	0.2%	12,552	0.3%	26,550	-72%	Communications	40,126	0.2%	48,199	0.2%	-16.7%	106,200	-62%
-	0.0%	-	0.0%	-		Leases/Rentals	-	0.0%	-	0.0%		-	
99,530	2.2%	53,683	1.1%	142,167	-30%	Utilities	486,456	2.5%	523,256	2.7%	-7.0%	568,668	-14%
247,504	5.4%	201,557	4.1%	261,500	-5%	General Insurance	990,015	5.2%	1,037,381	5.3%	-4.6%	1,046,000	-5%
-	0.0%	29,000	0.6%	-	#DIV/0!	Repairs & Maintenance	-	0.0%	29,000	0.1%		-	#DIV/0!
23,151	0.5%	33,277	0.7%	59,175		Repairs & Maintenance	162,874	0.9%	195,671	1.0%	-16.8%	236,700	
-	0.0%	-	0.0%	-		Repairs & Maintenance-Subic Cr	-	0.0%	-	0.0%	0	-	
8,786	0.2%	3,163	0.1%	32,221	-73%	Repairs & Maintenance-Pola 14	50,698	0.3%	37,385	0.2%	35.6%	128,884	-61%
20,992	0.5%	21,602	0.4%	32,221	-35%	Repairs & Maintenance-Pola 16	79,199	0.4%	75,825	0.4%	4.4%	128,884	-39%
7,070	0.2%	16,553	0.3%	32,221	-78%	Repairs & Maintenance-Pola 17	62,659	0.3%	65,790	0.3%	-4.8%	128,884	-51%
553,724	12.2%	516,805	10.5%	484,167	14%	Depreciation & Amortization	2,125,472	11.1%	2,067,463	10.6%	2.8%	1,936,668	10%
-	0.0%	157	0.0%	3,083	-100%	Damage, Shortage, Writedown &	78,608	0.4%	656	0.0%	11888.1%	12,332	537%
77,590	1.7%	63,266	1.3%	100,246	-23%	Supplies	357,365	1.9%	272,967	1.4%	30.9%	400,984	-11%
9,333	0.2%	11,232	0.2%	19,543	-52%	Miscellaneous	29,027	0.2%	30,133	0.2%	-3.7%	78,172	-63%
-	0.0%	-	0.0%	-		Advertising	-	0.0%	-	0.0%		-	
40,224	0.9%	59,407	1.2%	61,154	-34%	Agency& Management Fees	282,155	1.5%	198,731	1.0%	42.0%	244,616	15%
90,280	2.0%	211,780	4.3%	170,378	-47%	Professional Services	207,927	1.1%	308,856	1.6%	-32.7%	681,512	-69%
-	0.0%	-	0.0%	4,605	-100%	Contractual Services	-	0.0%	-	0.0%		18,420	-100%
25,532	0.6%	13,816	0.3%	54,131	-53%	Other Contractual Services	61,437	0.3%	40,468	0.2%	51.8%	216,524	-72%
-		-		-		Overhead Allocation	-		-		0	-	
30,141	0.7%	16,817	0.3%	15,761	91%	Other Expenses	54,711	0.3%	46,040	0.2%	18.8%	63,044	-13%
-		-	0.0%	-		Earthquake Expense	-	0.0%	-	0.0%		-	
100	0.0%	234	0.0%	-		Typhoon Expense	136,629	0.7%	126,800	0.7%		-	
-	0.0%	-	0.0%	-		Earthquake Expense	-	0.0%	-	0.0%		-	0%
3,892,936	0.0%	3,808,702	77.0%	4,298,544	-100%	General & Administrative Expenses	15,676,972	82.2%	14,978,970	77.0%	4.7%	17,194,176	-9%

Port Authority of Guam
Income Statement
With Budget Comparison (Unaudited)
4 Month Ending 01/31/20

Current Month Actual	%	Last Year Actual	%	Budget	% Chng		Year to Date Actual	%	Last Year to Date Actual	%	% Chng	Budget	% Chng
650,122	85.7%	1,134,752	23.0%	438,843	787%	OPERATING INCOME (LOSS)	3,402,288	17.8%	4,471,924	23.0%	-23.9%	1,755,372	94%
						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%		-
	0.0%		0.0%		0%	Interest Income		0.0%		0.0%	0.0%		-
103,228	2.3%	146,158	3.0%	162,503	-36%	Interest Income	471,142	2.5%	552,514	2.8%	-14.7%	650,012	-28%
(251,606)	-5.5%		0.0%	(281,032)	-10%	Interest Expense	(1,006,422)	-5.3%	(767,701)	-3.9%	31.1%	(1,124,128)	-10%
1,507	0.0%	84	0.0%	(1,917)	-179%	Other Expense	25,383	0.1%	(710)	0.0%	-3677.6%	(7,668)	-431%
	0.0%		0.0%		0%	Claims Settlement		0.0%		0.0%	0.0%		0%
(216,725)	-4.8%	(241,769)	-4.9%	(259,429)	-16%	Retirement Govt Contribution	(870,124)	-4.6%	(967,480)	-5.0%	-10.1%	(1,037,716)	-16%
9,109	0.2%		0.0%	609,619	0%	Federal Reimbursement	198,683	1.0%	2,472	0.0%	7938.9%	2,438,476	0%
(8,305)	-0.2%	(51,299)	-1.0%	(107,489)	-92%	Federal Expenses	(113,627)	-0.6%	(102,426)	-0.5%	10.9%	(429,956)	-74%
	0.0%	(3,971)	-0.1%	(4,167)	-100%	Gain <Loss> on Asset Disposals	(2,750)	0.0%	(38,185)	-0.2%	-92.8%	(16,668)	-84%
(362,791)	-8.0%	(150,797)	-3.1%	118,088	-407%	Other Income & Expense	(1,297,716)	-6.8%	(1,321,516)	-6.8%	-1.8%	472,352	-375%
(362,791)	-8.0%	(150,797)	-3.1%	118,088	-407%	OTHER INCOME (EXPENSE)	(1,297,716)	-6.8%	(1,321,516)	-6.8%	-1.8%	472,352	-375%
287,331	6.3%	983,954	19.9%	556,931	-48%	NET INCOME (LOSS)	2,104,572	11.0%	3,150,408	16.2%	-33.2%	2,227,724	-6%

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Port Authority of Guam
Balance Sheet
As of 01/31/20

	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	3,000.00	2,000.00	2,000.00	1,000.00	1,000.00
Cashier Change Fund	100.00	100.00	100.00		
Cash on Hand	3,100.00	2,100.00	2,100.00	1,000.00	1,000.00
Incentive Award Fund					
First Hawaiian Bank-Incentive					
Incentive Award Fund					
Cash in Bank					
First Hawaiian Bank					
Bank of Guam	57,259,562.51	56,586,114.26	56,400,070.20	673,448.25	859,492.31
Bank of Hawaii					
Citizen Security Bank	1,473,287.33	1,053,858.99	1,246,032.56	419,428.34	227,254.77
Cash in Bank	58,732,849.84	57,639,973.25	57,646,102.76	1,092,876.59	1,086,747.08
Cash in Bank-Trust					
Trust-Current Unrestricted	21,920,525.70	21,824,235.91	20,383,738.65	96,289.79	1,536,787.05
BOG-Current Restricted	2,857,114.34	2,592,910.11	3,481,522.54	264,204.23	624,408.20-
Cash in Bank-Trust	24,777,640.04	24,417,146.02	23,865,261.19	360,494.02	912,378.85
Short Term Investments					
Bank of Guam	3,671,076.91	2,743,484.00	8,030,204.37	927,592.91	4,359,127.46-
Citizen's Security Bank					
First Hawaiian Bank					
BankPacific					
Citibank					
Bank of Hawaii					
Oceanic Bank					
Gov Guam Employees Fed CU					
Short Term Investments	3,671,076.91	2,743,484.00	8,030,204.37	927,592.91	4,359,127.46-
Account Receivable-Trade (Net)					
Accounts Receivable-Trade	5,133,284.55	6,110,623.64	4,268,264.27	977,339.09-	865,020.28
Allow for Uncollectible Acct.	249,427.33-	249,427.33-	249,427.33-		
A/R-Clearing Account					
Account Receivable-Trade (Net)	4,883,857.22	5,861,196.31	4,018,836.94	977,339.09-	865,020.28
Accounts Receivable-Other					
Accounts Receivable-DOA					
Accounts Receivable-Employee	215.83	215.83	215.83		
Accounts Receivable-FEMA Reimb					
Accounts Receivable-Geda/Casam					
Accounts Receivable-Other	661,597.88	655,202.43	743,944.14	6,395.45	82,346.26-
Accounts Receivable-Ins Procee					

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Accounts Receivable-Other	661,813.71	655,418.26	744,159.97	6,395.45	82,346.26-
Marina Receivables					
Accounts Receivable-Agat Marin	7,990.12	13,901.12	14,197.62	5,911.00-	6,207.50-
Accounts Receivable-GDP Marina	1,295.60	1,805.54	1,630.82	509.94-	335.22-
Accounts Receivable-Harbor of	900.00	900.00	1,305.00		405.00-
Marina Receivables	10,185.72	16,606.66	17,133.44	6,420.94-	6,947.72-
Interest Receivables					
Bank of Guam					
Bank Of Hawaii			127,444.70		127,444.70-
BankPacific					
Citibank					
Citizens Security Bank					
First Hawaiian Bank					
GovGuam Emp.Fed.Credit Union					
Oceanic Bank					
Other					
Interest Receivables			127,444.70		127,444.70-
Prepaid Expenses					
Prepaid Exp.-Bond	6,750.00	7,875.00	11,250.00	1,125.00-	4,500.00-
Prepaid Insurance	1,980,028.96	2,227,532.59		247,503.63-	1,980,028.96
Prepaid Expenses	828,779.87	931,521.88	26,883.87	102,742.01-	801,896.00
Prepaid Expenses	2,815,558.83	3,166,929.47	38,133.87	351,370.64-	2,777,424.96
Deffered Expenses					
Deferred Geda Addendum L/Lease					
Credit Note Reimbursement					
Deffered Expenses					
Current Assets	95,556,082.27	94,502,853.97	94,489,377.24	1,053,228.30	1,066,705.03
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	4,491,118.66	4,431,892.26	4,248,821.67	59,226.40	242,296.99
Reserve w/Trustee-Restricted	15,890,711.67	15,890,711.67	15,890,711.67		
Revenue Bond Reserves	20,381,830.33	20,322,603.93	20,139,533.34	59,226.40	242,296.99
Cash Reserves					
Crane Reserve w/Trustee-Unres.	3,910,822.68	3,858,581.49	3,707,848.86	52,241.19	202,973.82
FMF w/Trustee-Unres.					

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Cash Reserves	3,910,822.68	3,858,581.49	3,707,848.86	52,241.19	202,973.82
Inventory-A/C	11,220.00	11,220.00	8,690.00		2,530.00
Inventory-Computer	59,251.64	59,251.64	59,251.64		
Gas, Oil and Diesel Inventory	344.11	367.05	.01	22.94-	344.10
Inventory-Parts	99,952.66	99,952.66	99,952.66		
Supplies Inventory	489,298.02	489,618.34	488,017.01	320.32-	1,281.01
Contra-Asset Inventory Adj.	1,721.09-	1,721.09-	1,721.09-		
Allowance for Obsolesence	85,273.36-	85,273.36-	85,273.36-		
Inventory for Survey					
Inventory	573,071.98	573,415.24	568,916.87	343.26-	4,155.11
Work In Progress					
Const Work in Progr-Local	420,308.61	171,240.86	42,373.25	249,067.75	377,935.36
Const Work in Progr-Federal	3,703,075.47	3,673,672.05	3,473,829.13	29,403.42	229,246.34
Const Work in Progr-FMF					
Const Work in Progr-BOND					
Work In Progress	4,123,384.08	3,844,912.91	3,516,202.38	278,471.17	607,181.70
Non Current Assets	28,989,109.07	28,599,513.57	27,932,501.45	389,595.50	1,056,607.62
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	129,427,625.87	129,427,625.87	129,416,110.97		11,514.90
Buildings-Wharf Improvements					
Canopy Structures					
Buildings	145,160,273.97	145,160,273.97	145,148,759.07		11,514.90
Accumulated Depreciation-Build					
AccDeprec-Buildings-Original	15,260,280.09-	15,258,295.24-	15,252,340.69-	1,984.85-	7,939.40-
AccDeprec-Buildings-Sub Shelte	38,025,796.47-	37,721,943.87-	36,810,416.70-	303,852.60-	1,215,379.77-
AccDeprec-Buildings-Wharf Impr					
AccDeprec-Canopy Structures					
Accumulated Depreciation-Build	53,286,076.56-	52,980,239.11-	52,062,757.39-	305,837.45-	1,223,319.17-
Furnishings & Equipment					
Air Tools	532,830.08	532,830.08	532,830.08		
Communications Equip	6,148,684.34	6,148,684.34	6,110,322.34		38,362.00
Computer Equip	17,035,864.19	17,035,864.19	15,926,684.91		1,109,179.28
Crane Equip	1,201,622.91	1,201,622.91	1,200,357.91		1,265.00
Furnishings & Office Equip	1,821,145.00	1,821,145.00	1,821,145.00		
Forklift Equip					
Gantry 3 Relocation Cost	1,229,056.25	1,229,056.25	1,229,056.25		
Generator Sets	14,832.85	14,832.85	14,832.85		
Hand Tools					

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Load & Unload Equip	1,642,828.00	2,852.00	2,852.00	1,639,976.00	1,639,976.00
Mowing Equip	6,999.00	6,999.00	6,999.00		
Other Equip	2,039,768.94	2,039,768.94	2,021,169.75		18,599.19
Power Tools	30,096.56	30,096.56	28,646.56		1,450.00
Safety Equip	39,427.95	39,427.95	39,427.95		
Shop Equip	368,693.80	367,463.81	363,270.81	1,229.99	5,422.99
Tractors	2,955,216.97	2,955,216.97	2,970,216.97		15,000.00-
Vehicles & Motor Equip	1,143,658.69	1,143,658.69	2,133,202.69		989,544.00-
Furnishings & Equipment	36,210,725.53	34,569,519.54	34,401,015.07	1,641,205.99	1,809,710.46
Accumulated Depreciation-Furni					
AccDeprec-Air Tools					
AccDeprec-Communications Eqt.	507,417.90-	506,669.00-	504,422.30-	748.90-	2,995.60-
AccDeprec-Computer Equip	2,110,317.93-	2,070,545.35-	1,951,497.80-	39,772.58-	158,820.13-
AccDeprec-Crane Equip	8,437,657.19-	8,341,769.24-	8,060,965.39-	95,887.95-	376,691.80-
AccDeprec-Furnishings & Office	822,239.01-	809,334.03-	770,619.09-	12,904.98-	51,619.92-
AccDeprec-Forklift Equip	1,016,295.06-	1,007,183.78-	979,849.94-	9,111.28-	36,445.12-
AccAmort-Gantry 3 Relocation C					
AccDeprec-Generator Sets	399,304.94-	392,476.86-	371,992.62-	6,828.08-	27,312.32-
AccDeprec-Hand Tools	12,093.61-	12,002.98-	11,731.09-	90.63-	362.52-
AccDeprec-Load & Unload Equip	28,450.11-	1,093.42-	1,022.11-	27,356.69-	27,428.00-
AccDeprec-Mowing Equip	6,999.00-	6,882.35-	6,532.40-	116.65-	466.60-
AccDeprec-Other Equip	1,288,393.39-	1,274,121.60-	1,231,970.49-	14,271.79-	56,422.90-
AccDeprec-Power Tools	15,300.40-	14,992.30-	14,068.00-	308.10-	1,232.40-
AccDeprec-Safety Equip	14,054.48-	13,585.10-	12,176.96-	469.38-	1,877.52-
AccDeprec-Shop Equip	215,960.39-	213,602.81-	206,550.56-	2,357.58-	9,409.83-
AccDeprec-Tractors	1,755,413.62-	1,733,511.77-	1,680,056.22-	21,901.85-	75,357.40-
AccDeprec-Vehicles & Motor Equ	769,573.65-	753,813.48-	1,708,606.40-	15,760.17-	939,032.75
Accumulated Depreciation-Furni	17,399,470.68-	17,151,584.07-	17,512,061.37-	247,886.61-	112,590.69
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	6,089,779.00	6,089,779.00	6,089,779.00		
Pension-Deferred Outflow OPEB	8,188,307.00	8,188,307.00	8,188,307.00		
Pension-Deferred Outflows Res	14,278,086.00	14,278,086.00	14,278,086.00		
Property, Plant & Equipment	128,526,538.26	127,439,056.33	127,816,041.38	1,087,481.93	710,496.88

Port Authority of Guam
Balance Sheet
As of 01/31/20

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Total Assets	253,071,729.60	250,541,423.87	250,237,920.07	2,530,305.73	2,833,809.53
Total Liabilities & Capital					
Current Liabilities					
Accounts Payable					
Accounts Payable Custom					
Accounts Payable GSA					
Accounts Payable Others	46,936.33	46,936.33	171,739.29		124,802.96-
Accounts Payable Trade	2,150,446.90	614,163.67	650,988.12	1,536,283.23	1,499,458.78
Received Not Vouchered	106,058.69	.01-		106,058.70	106,058.69
Accounts Payable	2,303,441.92	661,099.99	822,727.41	1,642,341.93	1,480,714.51
Current Loan/Bond Payable					
Current ANZ (USDA) Loan Payabl					
CU ANZ (USDA) 12M Loan Payable					
CU BOG 10M SLE Loan Payable					
CU BOG 2M USDA Direct Loan					
CU Bond Payable	1,632,680.00	1,632,680.00	1,632,680.00		
CU Bond Payable-Crane	326,060.00	326,060.00	326,060.00		
CU Bond Payable-FMF	421,260.00	421,260.00	421,260.00		
Current Loan/Bond Payable	2,380,000.00	2,380,000.00	2,380,000.00		
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	222,179.20	44,139.63-	843,096.14	266,318.83	620,916.94-
Accrued Interest Payable	222,179.20	44,139.63-	843,096.14	266,318.83	620,916.94-
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	248,906.26		143,187.51-
Deferred Revenues Marinas			10,742.09		10,742.09-
Deferred Revenues			3,273.46		3,273.46-
Deferred Revenues	43,949.74	43,949.74	201,152.80		157,203.06-
Accrued Expenses					
Accrued Payroll	857,520.42	610,353.62	899,599.25	247,166.80	42,078.83-
Accrued Vacation Pay-Current	988,611.78	946,220.55	826,314.63	42,391.23	162,297.15
Accrued Vacation Pay					
Accrued Earthquake Cost					
Accrued Cola/Supplemental					
Accrued Typhoon Cost					
Accrued Medicare Tax					

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
Accrued Federal Grant					
Employee Insurance Payables	20,462.99	20,462.99	20,297.66		165.33
Employee Deductions Payable	321,622.79	262,515.77	356,996.05	59,107.02	35,373.26-
Withholding Tax Payable					
Credit Union					
Accrued Miscellaneous Deductio					
Accrued Death & Disability Ins					
Retirement Contributions					
Deferred Compensation Plan Pay					
Deferred Supplemental Plan					
Accrued Expenses	2,188,217.98	1,839,552.93	2,103,207.59	348,665.05	85,010.39
Security Deposits					
Security Deposits -Space Leas	85,419.60	85,419.60	85,831.20		411.60-
Security Deposits - Marinas	34,225.32	33,862.82	33,327.82	362.50	897.50
Security Deposits	119,644.92	119,282.42	119,159.02	362.50	485.90
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	7,257,433.76	4,999,745.45	6,469,342.96	2,257,688.31	788,090.80
Non Current Liabilities					
Long Term Accrued Expenses					
Unfunded Retirement Contributi	54,652,898.00	54,652,898.00	54,652,898.00		
Other Post Empl Benefit Liabil	84,786,658.39	84,786,658.39	84,786,658.39		
Accrued Vacation Pay-Long Term	1,018,710.14	1,018,710.14	1,018,710.14		
Accrued Sick Lve(DC)-Long Term	1,086,660.02	1,086,660.02	1,086,660.02		
Contingent Liability	2,289,323.12	2,289,323.12	2,289,323.12		
Long Term Accrued Expenses	143,834,249.67	143,834,249.67	143,834,249.67		
Pension-Deferred Inflow of Res					
Pension-Deferred Inflow of Res	2,787,692.00	2,787,692.00	2,787,692.00		
Pension-Deferred Inflow OPEB	7,265,551.18	7,265,551.18	7,265,551.18		
Pension-Deferred Inflow of Res	10,053,243.18	10,053,243.18	10,053,243.18		
Capital Lease Obligations					
Capital Lease Obligations					
Capital Lease Obligations					
Long Term Loan Payables					
LT-ANZ (USDA) Loan Payable 3.5					

Port Authority of Guam
Balance Sheet
As of 01/31/20

	Amount Current	Amount Last Month End	Amount Last Year End	Change This Month	Change This Year
LT-ANZ (USDA) Loan Payable 12M					
LT-BOG SLE Loan Payable 10M					
LT-BOG $2M USDA Direct Loan					
Long Term Loan Payables					
Long Term Bond Payables					
LT-2018 BOND Crane	9,281,065.00	9,281,065.00	9,281,065.00		
LT-2018 BOND Payable-FMF	11,990,865.00	11,990,865.00	11,990,865.00		
LT-2018 BOND Payable	46,473,070.00	46,473,070.00	46,473,070.00		
LT-2018 BOND Cost of Issuance					
LT-2018 BOND Premium	5,017,202.91	5,031,916.12	5,076,055.75	14,713.21-	58,852.84-
Long Term Bond Payables	72,762,202.91	72,776,916.12	72,821,055.75	14,713.21-	58,852.84-
Non Current Liabilities	226,649,695.76	226,664,408.97	226,708,548.60	14,713.21-	58,852.84-
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	112,787,921.51-	112,787,921.51-	112,787,921.51-		
Accumulated Earnings (Deficit)	93,904,144.65	93,904,144.65	93,904,144.65		
Accumulated Earnings	18,883,776.86-	18,883,776.86-	18,883,776.86-		
Net Earnings (Loss)	2,104,576.57	1,817,245.94	5.00	287,330.63	2,104,571.57
Capital Contributions & Equity	19,164,600.08	18,877,269.45	17,060,028.51	287,330.63	2,104,571.57
Total Liabilities & Capital	253,071,729.60	250,541,423.87	250,237,920.07	2,530,305.73	2,833,809.53

PORT AUTHORITY OF GUAM
OVERTIME COMPARISON - ACTUAL VS BUDGET
AS OF JANUARY 31, 2020

		Monthly Comparison				YTD Comparison			
Department	Business Unit	Actual	Budget	$ Variance	% Variance	YTD Actual	YTD Budget	$ Variance	% Variance
Stevedoring	310-313								
Cargo Handling	312	36,287	23,375	12,912	35.6%	168,806	93,500	75,306	80.5%
Rigging	313	654	1,063	-409	-62.5%	3,937	4,252	-315	-7.4%
Terminal	320	23,198	18,417	4,781	20.6%	104,715	73,668	31,047	42.1%
Transportation	330-333			0			0	0	
Superintendent	330	9,531	7,438	2,093	22.0%	43,914	29,752	14,162	47.6%
Crane Operators	331	11,743	8,146	3,597	30.6%	45,301	32,584	12,717	39.0%
Equipment Operators	332	30,748	24,792	5,956	19.4%	132,741	99,168	33,573	33.9%
Dispatcher	333	2,661	2,125	536	20.1%	11,740	8,500	3,240	38.1%
Maintenance	400-414,430			0			0	0	
Crane Maintenance	411	8,154	8,500	-346	-4.2%	34,195	34,000	195	0.6%
Facility Maintenance	420-423			0			0	0	
Electrical/Refrigeration	423	7,287	6,375	912	12.5%	30,364	25,500	4,864	19.1%
		130,264	**100,231**	30,033	23.1%	**575,713**	**400,924**	174,789	43.6%

PORT AUTHORITY OF GUAM

AGING AS OF 01/31/2020

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
15388	Guam Industrial Serv. Inc.	$ 338,631.47	$ 5,030.28	$ 14,194.01	$ 14,275.14	$ 14,194.00	$ 290,938.04	$ 23,520.00	9/26/2018	Board Approved Management to move forward on MOU, pending AG review if MOU is within law. Recommend that the current dockage charges from now on be paid.
7376	Matson Navigation Inc.	$ 2,301,585.06	$ 2,222,202.35	$ 7,767.70	$ 298.10	$ 218.20	$ 71,098.71	$ 31,031.38	2/18/2020	Final Notice was sent on 01/17/2020.Another Final was sent on 02/11/2020 to VP/ GM. Rolly requested for Invoices and Past Due Breakdown which was sent via email 02/18/2020.
7587	American President Lines,L	$ 1,018,109.82	$ 961,652.23	$ 0.08			$ 56,457.51	$ 1,197.69	2/18/2020	$56,457.51 are Interest Charges. As per letter from management dated 01/14/2020 stating invoices will be placed on abeyance for 6 months. Will be reviewed in July.
7384	Marianas Steamship Agencie	$ 373,650.28	$ 335,321.20				$ 38,329.08	$ 172,722.35	2/4/2020	Invoice #78364 remains in dispute with Guam Industrial/ Guam Shipyard.
11776	Customs and Quarantine Age	$ 5,519.36		$ 481.28	$ 481.28	$ 481.28	$ 4,075.52	$ 4,492.80	2/3/2020	All Invoices over 120 days past due have been paid.
11794	Guam Shipyard	$ 3,026.30	$ (502.20)		$ 24.78		$ 3,503.72	$ 34.32	2/19/2020	Board Approved Management to move forward on MOU, pending AG review if MOU is within law.
14482	Quinata, John M.	$ 4,215.00	$ 260.00		$ 260.00	$ 260.00	$ 3,435.00	$ 260.00	9/6/2019	A court hearing was set for 12/13/2019. Rita, Joann & I attended. However, case was sent to Northern court. Awaiting court date. 2/11 Tenant no show to hearing. **3/4 Court hearing for order to show cause.**
7106	Shell Guam, Inc.	$ 7,800.00		$ 1,950.00	$ 1,950.00	$ 1,950.00	$ 1,950.00	$ 1,950.00	11/4/2011	-
15708	HMR Guam Inc.	$ 1,227.24					$ 1,227.24			A court hearing was set for 12/13/2019. Rita, Joann & I attended. However, case was sent to another judge. Awaiting court date. **02/11/2020 hearing, judge set hearing to listen to defendant on 3/18.**
15955	Cordero, Jesse	$ 750.00					$ 750.00			Final Notice Small Claims
10778	Real World Diving	$ 1,277.23	$ 115.00		$ 189.56	$ 302.57	$ 670.10	$ 1,487.00	2/14/2020	Customer made payment towards account. Account is up to date
9814	Fentress, Michael D.	$ 875.00		$ 375.00			$ 500.00	$ 825.00	2/14/2020	Ms.Fentress made a payment of $825.00 and has a balance of $50.00 which is an Interest Invoice. She will be in to clear account

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
15956	Baker, Timothy	$ 950.00	$ 350.00			$ 150.00	$ 450.00	$ 150.00	1/17/2020	Final Notice Small Claims
15774	Quinata, Jose M.	$ 450.00			$ 237.50	$ 137.50	$ 75.00	$ 500.00	11/22/2019	Final Notice
15549	Regis, John F.	$ 775.00	$ 350.00	$ 75.00	$ 300.00		$ 50.00	$ 425.00	2/7/2020	All Invoices over 120 days past due have been paid.
15906	Cura, Arlene R.	$ 50.00					$ 50.00	$ 50.00	2/3/2020	All Invoices over 120 days past due have been paid.
14963	Castro, Jesse AR	$ 2,076.85	$ 632.05	$ 125.00	$ 805.25	$ 489.55	$ 25.00	$ 400.00	2/14/2020	Mr. Castro makes a payment of $300.00-$400.00 every two weeks to try and clear past due balance. He signs a promissary note every time he comes in. Has not missed a payment. Over 120 cleared.
15651	Barcenilla, Roland/Gerylin	$ 467.50		$ 75.00	$ 137.50	$ 230.00	$ 25.00	$ 130.00	2/19/2020	Mr. Barcenilla no longer utilizing slip. Requested for Factsheet (Inactive) to apply Security Deposit to past due Invoices. Mr. Barcenilla informed John LG he would make a payment of $130.00 02/19/2020 which he did
14061	AR Sunriser Canteen/Cateri	$ 1,649.42	$ 35.45	$ 696.19	$ 716.79	$ 200.99		$ 1,200.00	2/14/2020	Final Notice will be sent out
15976	Lujan, Jerard A.	$ 300.00		$ 25.00	$ 137.50	$ 137.50		$ 137.50	12/16/2019	Customer claims he was not utilizing slip since October, spoke with Ms Rita, Factsheet will be routed and can be applied to balance
13844	Hagen, William	$ 320.00	$ 220.00			$ 100.00		$ 220.00	12/10/2019	Customer is disputing Interest Invoices, currently under review
15709	Sam, Gerald L.	$ 535.00	$ 245.00		$ 220.00	$ 70.00		$ 535.00	2/6/2020	Customer made payment towards account. Account is up to date
15857	Suh, Jimmy P.	$ 535.35		$ 125.00	$ 385.35	$ 25.00		$ 1,000.00	12/10/2019	Final Notice will be sent out
13653	Yu, Niko K.	$ 57.00		$ 8.00	$ 48.00	$ 1.00		$ 27.51	8/14/2019	Final Notice will be sent out
13604	Lewis, Erik C.	$ 500.00	$ 150.00	$ 100.00	$ 250.00			$ 500.00	12/19/2019	2nd Notice will be sent out
15941	FINN, PATRICK HERBERT	$ (630.00)	$ (850.00)		$ 220.00			$ 850.00	1/14/2020	2nd Notice will be sent out
15699	Shut Up and Fish Guam	$ 550.40	$ 189.63	$ 141.12	$ 219.65			$ 450.00	2/14/2020	Customer cleared all Invoices past due over 60 days. 2nd Notice will be sent
14534	Martin, Dwight	$ 400.00	$ 250.00		$ 150.00			$ 875.00	10/4/2019	2nd Notice will be sent out
15040	Tyquiengco, Joseph T.	$ 237.50	$ 50.00	$ 50.00	$ 137.50			$ 137.50	1/31/2020	Customer cleared all Invoices past due over 60 days. 2nd Notice will be sent
9831	Fish Hook Inc.	$ 525.00	$ 360.00	$ 140.00	$ 25.00			$ 360.00	2/19/2020	2nd Notice will be sent out ($25.00 Interest Charges)
14145	Nadler, Landon	$ 25.00			$ 25.00			$ 40.00	1/13/2020	2nd Notice will be sent out ($25.00 Interest Charges)
13044	Smithbridge Guam, Inc.	$ 7,614.32	$ 3,198.63	$ 4,415.69				$ 17,890.24	1/23/2020	Clarissa from AP says check of past due Invoices totaling 15k is awaiting signature and will be submitted no later than 02/20/2020

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
8483	Scuba Company	$ 2,454.70	$ (1,073.30)	$ 3,528.00				$ 4,391.58	1/29/2020	Tina from AP, payment will be made on 02/25/2020 to clear all past due
14368	SubCom, LLC	$ (11,992.39)	$ (13,357.46)	$ 1,365.07				$ 1,866.53	2/5/2020	Remaning past due over 31 days is $31.46
14283	Brand, Inc.	$ 1,146.62	$ 15.89	$ 1,130.73				$ 1,130.73	2/11/2020	Late Notice will be sent out
14364	P.S.V. Corp./Joo, Gi Bum	$ 1,440.11	$ 369.95	$ 1,070.16				$ 4,806.66	1/23/2020	Late Notice will be sent out
15968	Link-Belt Cranes	$ 736.92		$ 736.92				$ 942.74	10/3/2019	Late Notice will be sent out
14161	Isla Trucking	$ 588.00		$ 588.00				$ 588.00	2/18/2020	Late Notice will be sent out
12126	Guam Waterworks Authority	$ 394.24		$ 394.24				$ 595.66	11/13/2019	Late Notice will be sent out
7350	Consolidated Transportatio	$ 888,353.36	$ 888,174.50	$ 178.86				$ 225,983.82	2/14/2020	Working with Annie on applying all overpayments to past due invoices
7341	Ambyth Shipping & Trading	$ 579,007.54	$ 578,915.72	$ 91.82				$ 29.81	2/18/2020	$91.82 is Interest Charges, partial will be recommended for Credit due to the date it was delivered and customer paid within grace period
15958	Asada, Hiroyuki	$ 50.00		$ 50.00				$ 2,640.00	12/5/2019	Late Notice will be sent out ($50.00 Interest Charges)
13190	GENTLY BLUE DIVING SHOP	$ 0.84		$ 0.84				$ 103.51	3/1/2019	Late Notice will be sent out ($0.84 Interest Charges)
14642	Tristar Terminals Guam, In	$ 205,829.84	$ 205,829.84					$ 124,495.94	2/4/2020	Late Notice will be sent out
10225	Mobil Oil Guam, Inc.	$ 74,922.37	$ 74,922.37					$ 74,922.37	2/14/2020	
14444	Office of the Governor of	$ 43,798.23	$ 43,798.23					$ 56,292.17	12/19/2019	
14776	MARAD	$ 33,765.55	$ 33,765.55					$ 163,284.00	1/23/2020	
14171	Norton Lilly International	$ 23,281.36	$ 23,281.36					$ 396.71	2/19/2020	
13696	Lotus Pacifica Trading, In	$ 7,697.99	$ 7,697.99					$ 8,790.17	2/5/2020	
14610	U.S. Department of Homelan	$ 4,554.64	$ 4,554.64					$ 4,554.64	1/23/2020	
7368	Cabras Marine Corp	$ 1,424.82	$ 1,424.82					$ 1,201.20	2/17/2020	
15095	Chen, Steven	$ 760.00	$ 760.00					$ 1,520.00	2/11/2020	
14431	Quinata, Carlos DBA:Herita	$ 534.86	$ 534.86					$ 99.90	1/2/2020	
9478	Triple B Forwarders	$ 470.68	$ 470.68					$ 461.75	1/16/2020	
7763	Guam Dolphin's Marine Spor	$ 396.48	$ 396.48					$ 1,874.53	2/5/2020	
15475	Tropical Island Marine Spo	$ 376.14	$ 376.14					$ 2,851.42	1/24/2020	
14537	Fredrick, Bruce & Dianne	$ 300.00	$ 300.00					$ 320.00	2/4/2020	
9620	Alupang Beach Club	$ 287.51	$ 287.51					$ 287.51	12/30/2019	
13121	Tidewater Distributors Inc	$ 255.40	$ 255.40					$ 5,430.22	2/7/2020	
15325	Kobayashi, Ronald	$ 250.00	$ 250.00					$ 150.00	12/6/2019	
15892	Weisse, Russell	$ 245.00	$ 245.00					$ 245.00	2/5/2020	
14381	Apra Dive & Marine Sports,	$ 223.02	$ 223.02					$ 1,791.22	2/5/2020	
14820	Underwater World	$ 212.50	$ 212.50					$ 425.00	2/14/2020	
14126	Margarita Charters	$ 185.50	$ 185.50					$ 2,071.00	2/19/2020	

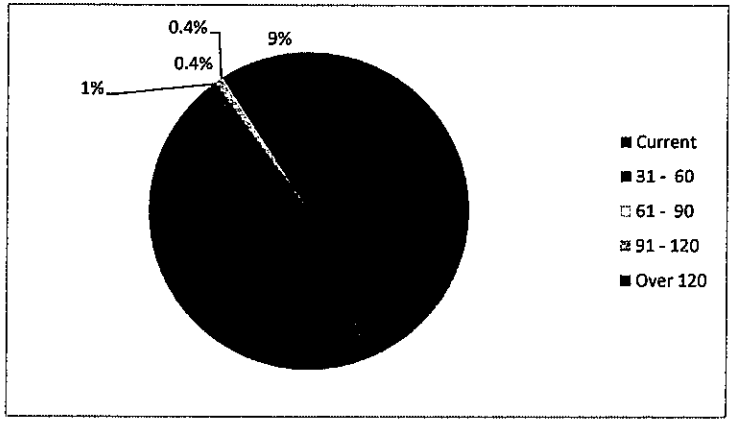
Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
15360	Teleguam Holdings, LLC DBA	$ 166.14	$ 166.14					$ 166.14	2/17/2020	
14791	Fong, Francis L	$ 158.29	$ 158.29					$ 726.31	1/30/2020	
15718	Larsen, Helge	$ 150.00	$ 150.00					$ 315.33	2/11/2020	
16009	Kok, Ong Leng	$ 150.00	$ 150.00					$ 250.00	12/30/2019	
15901	AMERICAN BUILDERS, LLC	$ 148.68	$ 148.68							
12513	Berkemeyer, Thomas R.	$ 137.50	$ 137.50					$ 137.50	2/11/2020	
15908	Skvaril, Kody	$ 137.50	$ 137.50					$ 275.00	2/19/2020	
15548	Makanja Fishing Charters	$ 112.50	$ 112.50					$ 225.00	2/19/2020	
14443	Moritz, Lance	$ 100.00	$ 100.00					$ 300.00	12/16/2019	
14535	Young, Dione & Jerry	$ 100.00	$ 100.00					$ 150.00	1/30/2020	
15088	Shida, Paul H.	$ 95.00	$ 95.00					$ 190.00	12/5/2019	
12184	Pacific Welding Services	$ 68.64	$ 68.64					$ 27.46	12/23/2015	
9742	Duenas, Christopher M.	$ 50.00	$ 50.00					$ 150.00	2/4/2020	
12373	Beighley, Jim/Mark Baldyga	$ 50.00	$ 50.00					$ 50.00	2/5/2020	
14436	John C. Aguon/Myung J. Par	$ 50.00	$ 50.00					$ 375.00	7/8/2019	
14968	Nguyen, Hoa Van	$ 50.00	$ 50.00					$ 235.00	9/26/2019	
13476	Isla Maritime Agency	$ 37.93	$ 37.93					$ 1,863.17	1/10/2020	
10735	Plummer, Peter J.	$ 25.00	$ 25.00					$ 87.50	1/29/2020	
13527	Haft, John R.	$ 25.00	$ 25.00					$ 220.00	1/21/2020	
14447	Flores, Paul A	$ 25.00	$ 25.00					$ 87.50	1/27/2020	
14453	Paradis, Guy R.	$ 25.00	$ 25.00					$ 220.00	1/27/2020	
15290	Murrell, Robert Dan	$ 25.00	$ 25.00					$ 600.00	2/14/2020	
15727	Cosas Di Famiglia Holdings	$ 25.00	$ 25.00					$ 510.00	1/31/2020	
15900	Schembari, Paul	$ 25.00	$ 25.00					$ 137.50	1/31/2020	
14141	Core Tech International	$ 15.55	$ 15.55					$ 178.86	2/3/2020	
13405	Jae Hoon Corp.	$ (0.01)	$ (0.01)					$ 29.82	1/24/2020	
16015	Dinette, Kenneth James	$ (0.01)	$ (0.01)					$ 791.10	1/7/2020	
15811	Ride the Ducks, LLC	$ (0.02)	$ (0.02)					$ 1,265.38	2/4/2020	
12754	Pacific Guam	$ (0.07)	$ (0.07)					$ 655.89	1/23/2020	
10524	Orcutt, Kenneth D.	$ (0.50)	$ (0.50)					$ 137.50	2/7/2020	
14485	Rains, Julian T.	$ (0.50)	$ (0.50)					$ 137.50	1/29/2020	
12522	Dickerson & Quinn, Ltd	$ (0.68)	$ (0.68)					$ 596.20	1/29/2020	
15925	BLICS Equipment	$ (2.00)	$ (2.00)					$ 238.08	7/25/2019	
14658	Phillip, Vincer	$ (2.50)	$ (2.50)					$ 137.50	1/30/2020	
15798	Edson, Roger	$ (2.78)	$ (2.78)					$ 42.34	7/31/2019	
11814	J.L. Baker & Sons/COS/LA G	$ (5.00)	$ (5.00)					$ 588.00	2/7/2020	

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
16026	Parangusam, Raj Kumar	$ (5.67)	$ (5.67)					$ 622.08	1/17/2020	
15894	Island Beverage Distributo	$ (7.50)	$ (7.50)					$ 268.29	1/7/2020	
15835	Woesner, Maxwell	$ (10.00)	$ (10.00)					$ 10.00	1/10/2020	
15836	Marsh, Matthew Louis	$ (10.00)	$ (10.00)					$ 10.00	1/10/2020	
16005	Hill, Brandon P.	$ (10.00)	$ (10.00)					$ 10.00	12/27/2019	
15698	Poseidon's Maidens Charter	$ (18.02)	$ (18.02)					$ 212.50	2/11/2020	
11762	Aqua World, Inc.	$ (29.28)	$ (29.28)					$ 2,700.00	2/7/2020	
15676	Join Corporation	$ (29.81)	$ (29.81)					$ 59.62	10/9/2019	
13202	Department of Administrati	$ (30.00)	$ (30.00)					$ 3,607.58	10/30/2019	
15998	Volsteadt, Theresa M.	$ (30.00)	$ (30.00)					$ 30.00	12/3/2019	
15099	Williams, Michael E.	$ (30.24)	$ (30.24)					$ 63.00	11/25/2019	
12397	Cruz, John R.	$ (40.00)	$ (40.00)					$ 160.00	8/29/2017	
14387	Guam Sungwoo Ferry Corp.	$ (40.20)	$ (40.20)					$ 0.20	1/27/2020	
15503	Y&Y LLC DBA: Sunny Divers	$ (45.00)	$ (45.00)					$ 120.00	1/28/2020	
15467	Baird, Austin & Belinda	$ (46.61)	$ (46.61)					$ 213.39	2/11/2020	
1300	SANTOS, RAYMOND B.	$ (50.00)	$ (50.00)							
1741	TORRES, SYLVESTRE S.	$ (50.00)	$ (50.00)					$ 50.00	5/9/2019	
1749	CARBULLIDO, RITA B.	$ (50.00)	$ (50.00)					$ 30.00	9/1/2017	
1790	LEON GUERRERO, JOHN L.	$ (50.00)	$ (50.00)					$ 50.00	8/14/2019	
2031	QUINATA, CARL I.	$ (50.00)	$ (50.00)					$ 50.00	7/2/2019	
12370	Malakooti, Kevin	$ (50.00)	$ (50.00)					$ 50.00	1/31/2020	
15400	Mendiola, Zachary	$ (50.00)	$ (50.00)					$ 50.00	12/17/2018	
15403	Carbullido, Aurora F.	$ (50.00)	$ (50.00)					$ 50.00	4/29/2019	
15416	Eustaquio, Randy J	$ (50.00)	$ (50.00)					$ 50.00	6/24/2019	
15456	Keith, Kenneth	$ (50.00)	$ (50.00)					$ 50.00	6/14/2019	
15488	Love, Rick	$ (50.00)	$ (50.00)					$ 50.00	5/30/2019	
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	
15776	Ayuyu, Roman Jr.	$ (50.00)	$ (50.00)					$ 50.00	12/6/2019	

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15792	Denton, Walter	$ (50.00)	$ (50.00)					$ 50.00	8/31/2018	
15880	Casil, Christopher	$ (50.00)	$ (50.00)					$ 50.00	4/22/2019	
15902	Berringer, Meliza R.	$ (50.00)	$ (50.00)					$ 50.00	6/10/2019	
15911	Duenas, Myrna	$ (50.00)	$ (50.00)					$ 50.00	6/27/2019	
16027	Paulino, Jason J.P.	$ (50.00)	$ (50.00)					$ 50.00	1/21/2020	
16029	Santos, Justin Kris D.	$ (50.00)	$ (50.00)					$ 50.00	1/28/2020	
12509	Hanley, Timothy F.	$ (52.50)	$ (52.50)					$ 52.50	2/10/2020	
15377	Dewan World Wide Inc.	$ (63.29)	$ (63.29)					$ 17,737.62	1/31/2020	
15235	Oil Spill Response Operati	$ (67.96)	$ (67.96)					$ 3,864.00	2/3/2020	
14907	Taitano, John	$ (73.00)	$ (73.00)					$ 100.00	12/19/2019	
1960	MENDIOLA, FRANCISCO Q.	$ (80.00)	$ (80.00)					$ 40.00	2/11/2020	
14751	REACTION CO.	$ (93.25)	$ (93.25)					$ 978.86	1/16/2020	
14582	Packbier, Paul E.R./PCR Gu	$ (95.00)	$ (95.00)					$ 810.00	6/20/2019	
15748	Nugam, Henry L.	$ (100.00)	$ (100.00)					$ 100.00	6/1/2018	
13800	Hawthorne Pacific Corp.dba	$ (111.84)	$ (111.84)					$ 55.92	5/13/2019	
15784	Bradley, Daniel A.	$ (112.50)	$ (112.50)					$ 162.50	1/29/2020	
15584	Willy's Furniture Outlet	$ (119.24)	$ (119.24)					$ 119.24	1/22/2020	
14150	PIER, KENNETH	$ (137.50)	$ (137.50)					$ 275.00	1/6/2020	
13545	Perez, Vincent T./Vern Per	$ (150.00)	$ (150.00)					$ 259.80	12/18/2019	
13191	Aguon, Sonja V. or Paul SN	$ (155.83)	$ (155.83)					$ 180.00	11/19/2019	
15854	Petrick, Thomas	$ (159.94)	$ (159.94)					$ 159.94	1/29/2020	
12394	Wong, Billy	$ (175.00)	$ (175.00)					$ 262.50	12/3/2019	
15907	Lina Marine Solution, LLC	$ (175.55)	$ (175.55)					$ 452.60	1/15/2020	
15207	SOUTH PACIFIC DREAM CORPOR	$ (190.00)	$ (190.00)					$ 140.00	1/21/2020	
1862	SANTOS, JOHN T.	$ (194.00)	$ (194.00)							
14909	Propacific Builder Corpora	$ (194.99)	$ (194.99)					$ 457.22	2/25/2019	
12895	Bell, James C. or Cynthia	$ (200.00)	$ (200.00)					$ 450.00	1/9/2020	
14429	Weilbacher, Walden	$ (200.00)	$ (200.00)					$ 305.00	1/3/2020	
15933	Aquino, Johnny M.	$ (201.72)	$ (201.72)					$ 137.50	2/3/2020	
1500	Atlantis Guam	$ (213.34)	$ (213.34)					$ 3,235.54	1/6/2020	
15593	Guam Ocean Adventures, LLC	$ (226.89)	$ (226.89)					$ 581.49	2/17/2020	
12550	ABC Stores	$ (235.48)	$ (235.48)					$ 800.00	11/22/2019	
13671	Landscape Management Syste	$ (236.13)	$ (236.13)					$ 49.67	12/30/2019	
13913	Skoocumchuck Charters Inc.	$ (238.16)	$ (238.16)					$ 50.00	2/18/2020	
13314	Island Certs Corporation	$ (267.50)	$ (267.50)					$ 137.50	12/20/2019	
12518	Balajadia, Robert M.	$ (267.54)	$ (267.54)					$ 304.71	1/24/2020	

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
14143	Salt Shaker Yacht Charter	$ (269.30)	$ (269.30)					$ 269.30	1/17/2020	
12424	Flores, Joaquin C.	$ (275.00)	$ (275.00)					$ 137.50	1/27/2020	
15818	Mendiola, Janus C.	$ (290.00)	$ (290.00)					$ 300.00	1/8/2020	
8336	Pacific Trucking Inc.	$ (292.38)	$ (292.38)					$ 566.39	2/12/2020	
11778	Dewitt Trans Services of G	$ (298.78)	$ (298.78)					$ 298.10	2/11/2020	
15930	Khalil, Nedal O.	$ (300.00)	$ (300.00)					$ 300.00	1/23/2020	
12706	Guam Seawalker Tours	$ (340.00)	$ (340.00)					$ 340.00	1/29/2020	
14527	UMS Heavy Equipment Rental	$ (345.42)	$ (345.42)					$ 2,109.25	8/9/2019	
8264	Olson, Tom	$ (350.00)	$ (350.00)					$ 100.00	2/14/2020	
14136	San Nicolas, Jose T.	$ (370.00)	$ (370.00)					$ 220.00	1/21/2020	
14013	Brandt, Jim or Bonnie	$ (412.50)	$ (412.50)					$ 412.50	12/31/2019	
11756	V.Angoco's Trucking	$ (413.14)	$ (413.14)					$ 1,176.00	2/6/2020	
8352	Paradise Aqua Corp.	$ (423.36)	$ (423.36)					$ 423.36	1/27/2020	
9697	Camacho, Antonio Frank C.	$ (440.00)	$ (440.00)					$ 480.00	1/8/2020	
14633	Eusebio, Ricardo B.	$ (440.00)	$ (440.00)					$ 40.00	1/8/2020	
15844	SDM Holdings	$ (460.00)	$ (460.00)					$ 2,705.00	7/30/2019	
12514	Pepsi Cola Bottling Co. Gu	$ (486.81)	$ (486.81)					$ 7.96	9/11/2019	
14290	DGX	$ (513.44)	$ (513.44)					$ 411.60	2/12/2020	
15205	RIDLON, DANIEL A	$ (550.00)	$ (550.00)					$ 600.00	12/16/2019	
9849	Flores, William A.	$ (600.00)	$ (600.00)					$ 600.00	12/23/2019	
12527	Paynter, Neil	$ (600.00)	$ (600.00)					$ 600.00	1/24/2020	
14824	American Medical Center	$ (600.00)	$ (600.00)					$ 600.00	11/12/2019	
7413	Seabridge Inc.	$ (609.63)	$ (609.63)					$ 71.65	10/25/2019	
15582	Shavers, George Kenneth	$ (652.50)	$ (652.50)					$ 815.00	12/31/2019	
15362	CAL PAC TECHNICAL SERVICES	$ (680.26)	$ (680.26)					$ 2,040.00	12/11/2019	
10621	Perez, Thomas L.G.	$ (800.00)	$ (800.00)					$ 960.00	12/4/2019	
1487	Guam Federation of Teacher	$ (859.00)	$ (859.00)							
14210	Kaneshiro, Roger J., D.D.S	$ (880.00)	$ (880.00)					$ 960.00	1/8/2020	
15612	Churchill, Charles D.	$ (920.20)	$ (920.20)					$ 1,000.00	1/29/2020	
9751	Duenas Roy P.	$ (960.00)	$ (960.00)					$ 1,010.00	1/30/2020	
10250	Morrico Equipment LLC	$ (1,241.08)	$ (1,241.08)					$ 667.25	9/3/2019	
9401	Tasi Tours Inc.	$ (1,478.22)	$ (1,478.22)					$ 50.00	2/18/2020	
13537	Wang, Jackey	$ (3,165.14)	$ (3,165.14)					$ 5,780.42	1/31/2020	
15152	SUNNY SIDE UP GUAM INC.	$ (9,692.50)	$ (9,692.50)					$ 10,000.00	12/9/2019	
15334	KALS Corporation	$ (13,574.92)	$ (13,574.92)					$ 2,714.75	2/7/2020	
13030	South Pacific Petroleum Co	$ (30,037.69)	$ (30,037.69)					$ 29,742.00	2/14/2020	

Number	Name	Open	Current	31 - 60	61 - 90	91 - 120	Over 120	Amount	Date	Remarks
12511	Hanson Permanente Cement o	$ (51,056.20)	$ (51,056.20)					$ 172,000.00	2/19/2020	
14778	IP&E Holding LLC	$ (661,108.64)	$ (661,108.64)					$ 6,395.43	2/5/2020	
15526	Ovalles, Victor							$ 137.50	1/24/2020	
		$ 5,144,639.00	$ 4,590,708.88	$ 39,878.71	$ 21,493.90	$ 18,947.59	$ 473,609.92	$ 1,258,570.39		
			89%	1%	0.4%	0.4%	9%			



Supplier	Name	Phone	Co	Balance Open	Aging: Current	61 - 90	91 - 120	121 - 0	Over 0
13280	America's Best El	671 6476674/75SON	00050	7665.00	7665.00				
12215	Americana Supplie	671 6464371(ERIC)	00050	2155.00	2155.00				
11951	Atkins Kroll Inc.	671 6461876	00050	2184.00	2184.00				
15901	AMERICAN BUILDERS	5888881	00050	6326.15	6326.15				
12892	ATOSSCOM	671 4775931	00050	500.00	500.00				
15262	AWESOME HARDWARE	671 787-2663	00050	1441.68	1441.68				
11768	Benson Guam Enter	671 4777562(SALLY	00050	6849.95	6849.95				
12239	Best American Too	671 6465058(ELMA)	00050	4475.88	4475.88				
1409	BABAUTA, GREGORIO	671 4775931/X411/	00050	1000.00	1000.00				
12544	Cars Plus, LLG	671 4777807(CATHY	00050	9944.46	9944.46				
7131	Commercial Tire C	671 6333026(IMELD	00050	1622.76	1622.76				
7683	Construction & Po	671 6491803/1804/	00050	1805.32	1805.32				
14510	Data Management R	671 6473674	00050	1095.75	1095.75				
11974	Deloitte & Touche	671 6463884	00050	20000.00	20000.00				
7798	Diamond Auto Part	671 6494234/64605	00050	1083.64	1083.64				
14052	Far East Equipmen	671 8886270/JOHNL	00050	1667.00	1667.00				
14763	Fastenal Company	671 6481406	00050	4172.56	4172.56				
15977	FRONTIER SUPPLY C	671 648-7000	00050	2459.03	2459.03				
14056	Gov't of Guam Ret		00050	18.41					18.41
11471	Gov't of Guam Ret	671 7342196	00050	121828.62-	121828.62-				
14507	Guam Home Center	671 6324442	00050	289.98	289.98				
7851	Guam Power Author	671 5652909(AGAT)	00050	218061.80	218061.80				
12126	Guam Waterworks A	671 6477800(ROSE)	00050	10171.39	8248.45				1922.94
8272	GRESCO Guam Refin	671 5657473/MONA	00050	2565.00	2565.00				
14761	G4S Security Syst	671 6468341	00050	33460.12	10764.12	22696.00			
13800	Hawthorne Pacific	671 6469118(RICHA	00050	1202.50	1202.50				
14320	Home Depot (The)	671 6480440	00050	1591.82	1591.82				
9187	Hydra-Air Pacific	671 6495843/5844N	00050	4010.73	4010.73				
15332	Hydraulink Guam	671 632-4956	00050	475.16	475.16				
9152	HFP Industrial Pr	671 6470345	00050	81.90	81.90				
11784	Island Choice Dri	671 6378902	00050	1062.55	1062.55				
9224	Island Equipment	671 6465261/64652	00050	809.40	809.40				
15034	IT&E		00050	5.58	5.58				
9291	J.V. Internationa	671 6469524/9540	00050	526.25	526.25				
9312	Jack Peters & Com	671 6461241/7349(	00050	298.00	298.00				
9275	JMI-EDISON	671 6466400	00050	495.00	495.00				
13982	JOHNSTONE SUPPLY	6490581	00050	794.13	794.13				
15872	Koki, Isa Marie C		00050	50.00	50.00				
14048	Lagu Sanitation	671 6495681	00050	11475.00	11475.00				
16023	Law Office of Geo	671 4726848	00050	15000.00	15000.00				
10250	Morrico Equipment	671 6491947FRANK	00050	1640446.00	1640446.00				
12510	N.C. Macario & As	671 6490901	00050	106462.96	106462.96				
10330	Napa Auto Parts	671 6376642/7141/	00050	1243.72	1243.72				
10356	National Office S	671 6465115(EMILY	00050	233.30	233.30				
14711	National Trading	671 6471883	00050	749.50	749.50				
12528	NEW MW Corporatio	671 6477663	00050	4780.00	4780.00				
13962	Oracle Corporatio	612 94912053	00050	2625.00	2625.00				
11811	Pacific Daily New	671 4721736(FAEX2	00050	22.00	22.00				
13196	Pacific Human Res	671 6376906/7/8	00050	276.68	85.58		191.10		
13901	Pacific Waste Sys	6461925	00050	2447.13	2447.13				
15668	Pacific Welding M	671 4774365/47222	00050	1125.00	1125.00				
14631	Public Utilities	671 4721907	00050	7368.41	1052.63	6315.78			
11439	PAG Goodwill & Mo	671 4775931	00050	50.00	50.00				
7093	Safety 1st system	671 6496440DAVE	00050	1978.35	1978.35				
13030	South Pacific Pet	671 4728871(OPERA	00050	30650.00	30650.00				

Supplier	Name	Phone	Co	Balance Open	Aging: Current	61 - 90	91 - 120	121 - 0	Over 0
15630	SOURCE RITE INC		00050	777.00	777.00				
15617	Taimanglo, Nathan		00050	50.00	50.00				
13909	The Guam Daily Po	6491924(CAROL	00050	276.00	276.00				
11983	Treasurer of Guam		00050	17057.14	17057.14				
12043	Triple J Commerci	671 6468233	00050	498.00	498.00				
14321	Triple J Express	671 6478473	00050	1448.00	1448.00				
14212	Triple J. Motors	671 6496050	00050	8028.08	8028.08				
11615	Tsang Brothers Co	671 6388133(CHRIS	00050	937.00	937.00				
1871	TAITANO, MARIA D.	671 4775931	00050	50.00	50.00				
15432	TRACK ME GUAM, LL	671 6496345	00050	8834.00	8834.00				
11623	Unitek Environmen	671 5653151(LEROY	00050	1965.00	1965.00				
11993	University of Gua	671 7352991	00050	510.00	510.00				
11956	Workers Compensat		00050	2630.00					2630.00
15591	WASTE WATER MANAG		00050	6140.00	6140.00				
14197	WSP/Parsons Brinc	671 9884554(MATTH	00050	150187.31	150187.31				
00050	Port Authority of Guam			2256909.86	2223135.63	29011.78	191.10		4571.35
	Grand Total			2256909.86	2223135.63	29011.78	191.10		4571.35

Supplier	Supplier Name	Phone	Co	Balance Open	Aging Current	61 - 90	91 - 120	121 - 0	Over 0
			00050	2256909.86	2223135.63	29011.78	191.10		4571.35
	Grand Total			2256909.86	2223135.63	29011.78	191.10		4571.35

UPDATE: February 25, 2020

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									
2	G4S	Implementation & Integration of TOS	RFP-013-004	IT	5 years	2014 to 2019	2019		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		Classification/Compensation Position Maintenance	RFP-019-006	HR	Active procurement				NOIA sent 12/11/19
5	AM Insurance	Insurance Coverages	GSA/PAG-020-17	Finance	5 years	10/01/2017 to 09/30/2022	09/30/22	09/30/20	Premium based
6		Workers Compensation Coverages	GSA/PAG-018-17	Finance/Safety	Active Procurement				cost negotiations ongoing
7	Matson	Matson-Technical Support Services	RFP-016-003	EQMR	Extended to may 19, 2020	11/4/16 to 11/3/17	11/03/20	05/19/20	490,000.00
8		Banking Services		Finance	5 years	RFP being reviewed			Preparing RFP Packet
9		Risk Management Consultant	RFP	Finance	Need to prepare RFP	Pending Requisition and Scope of Work			Need New RFP
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	W.Nick Captain/ Captain Real Estate	Real Estate Appraisal Services	rfp-016-001	Commercial	3yrs w/ 2 option	4/11/16 to 4/19/20	04/10/21		Fees based on rates
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-019-004	Commercial	Active Procurement				ongoing cost negotiations
16		Environmental Consulting Services- SWPP Compliance		Environmental		RFP being reviewed		-	RFP review with Procurement
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	currently in final option year.	09/08/20	09/08/19	$2.58mil

UPDATE: February 25, 2020

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									
20	N.C. Macario & Assiciates	A/E Design and Consulting Services Golf Pier	RFP 019-002	Engineering	1/6/2020 to 1/5/2023	3 years w/2 options	1/5/2025	1/5/2023	$484K
21	N.C. Macario & Assiciates	A/E Design and Consulting Services EQMR, Warehouse No.1, Waterline Reclocation	RFP 019-003	Engineering	Notice to Proceed issued Feb. 17, 2020	3 years w/2 options			$1.4 MIL
22	IP&E (best offeror)	M&O of F1 Fuel Pier and Facility	RFP-019-004	Commercial	in Cost Negotiation				cost negotiations ongoing
23	Alan Searle(only offeror)	Classificationand Compensation Plan	RFP-019-006	HR	Offer rejected				
24		Legal Services	RFP-020-001	GM	Active Procurement				
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	American Builders LLC	Re-Painting of the CMU Wall and Terminal Booths and Replacement of Barbed Wire.	IFB-CIP-019-001	CIP	122 Calendar Days	Barbed wire finally arrived. Work ongoing			91 day contract extension
2	Highway Specialty Services	Thermo Plastic Striping Paint, pavement marking numberings and Alpha characters.	IFB-CIP-019-002	CIP	Projct completed				Project completed
3	Murphy Enterprises Inc.	Load Center Refurbishment Hardening Project	IFB-019-003	CIP	243 Calendar Days	1/6/2020 to 9/7/2020	9/7/2020		NTP issued, Start dated Jan. 6, 2020

Port Authority of Guam
Capital Improvement Projects
Engineering Division
Summary Status

As of February 25, 2020 **Fact Sheet No. 92**

Project:	**Repainting CMU Wall, Gate Booth 1, 2, and 3 and Container Yard Barbed Wire Replacement**
Project No.:	IFB-PAG-CIP-019-001
Project Amount:	$139,449.00
Funding Source:	Marad
Contractor:	American Builders LLC,
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	August 1, 2019
Project Completion:	February 29, 2020
Work Status:	PAG Engineering and Contractor conducted a final inspection of repainting Gate Both 1,2 and 3 on February . Contractor to start removal and installation of razor blade barbed wire. Contractor requested a 91 days time extension and approved by General Manager. Work progress is at 88%.

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Project:	**Refurbishment and Hardening of Load Center Buildings 1,2,3 and 4.**
Project No.:	IFB-PAG-CIP-019-003
Project Amount:	$314,450.00
Funding Source:	PSGP 2017
Contractor:	Murphy Enterprises Inc.
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	January 6,2020
Project Completion:	September 5, 2020
Work Status:	PAG approved material submittal for epoxy crack injection, primer paint and exterior paint for the buildings. Contractor to submit necessary documents required by PAG Engineering and Port Police will conduct MARSEC briefing this coming Tuesday, February 11, 2020.

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

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

****

Project:	**Rehabilitation of H-Wharf and Access Road**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	Tiger Grant and PAG Revenue Bond
Contractor:	TBD
Construction Manager:	TBD
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Meet with WSP and Designer Duenas and Associates. Awaits approval on permitting regarding 401 Water Quality Certification, Coral Restoration Permit from DAWR and U.S. Army Corps of Engineer. On-going. Awaiting for RFP for C.M. Services.

****

Project:	**A/E Services for Golf Pier Repair**
Project No.:	RFP-PAG-019-002
Project Amount:	$484,017.13
Funding Source:	PAG Bond Project
Designer:	N.C. Macario and Associates
Construction Manager:	TBD
Notice to Proceed:	January 6, 2020
Design Completion:	6 months (July 5, 2020)
Work Status:	Notice to Proceed started January 6, 2020. N.C. Macario A/E designer conducted a site visit inspection in the Golf Pier February 7, 2020.N.C. Macario to submit 35% design this February 14, 2020.

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Project:	**A/E Services for EQMR & Warehouse I Building and Relocation of PAG Water Line**
Project No.:	RFP-PAG-019-003
Project Amount:	$1,406,427.48
Funding Source:	PAG Bond Funding
Designer:	N.C. Macario and Associates
Construction Manager:	TBD
Notice to Proceed:	February 17, 2020
Project Completion:	8 months (October 16,2020)
Work Status:	Final Contract was executed February 5, 2020. Official Notice to Proceed will start on February 17, 2020.

Project:	**New Administration Building Construction**
Project No.:	TBD
Project Amount:	TBD
Funding Source:	PAG Bond Project -Pending
Contractor:	TBD
Construction Manager:	TBD
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Awaits PAG Procurement for the advertisement of A/E Professional Services RFP

****

Project:	**Supply and Install New 61 Ea. 480 Volts Reefer Outlets at Area S.**
Project No.:	TBD
Project Amount:	$1,500.000.00
Funding Source:	FMF
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Project under review by PAG Legal and awaits procurement action.

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Project:	**Repainting of PAG North CMU Wall Phase II Project and Port Various Buildings**
Project No.:	TBD
Project Amount:	$349,125.00
Funding Source:	Marad
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Awaits MARAD commitment of Funding

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Project:	**Repair of Concrete Spalling in CFS and Welding Shop Building**
Project No.:	TBD
Project Amount:	$125,000.00
Funding Source:	PAG 2020 Budget
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	TBD

Project:	**Supply and Install Automatic turnstile Gate**
Project No.:	TBD
Project Amount:	$100,000.00
Funding Source:	PAG 2020 Budget
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	TBD
Project:	**Installation of Dock "B" Agat Marina**
Project No.:	TBD
Project Amount:	$900,000.00
Funding Source:	Dept. of Int., Dept. of Agri. Fish and Wildlife, DOA/WR and PAG 2020 Budget Share
Contractor:	TBD
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	TBD

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Project:	**A/E and Const. Mangmt. For Various Port Facilities and Projects**
Project No.:	TBD
Project Amount:	$1,067,500.00
Funding Source:	PAG Internally Funded projects 2020 Budget
Contractor:	TBD
Construction Manager:	TBD
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Awaits RFP SOW.

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Project:	**Old Gatehouse Demolition and Renovation**
Project No.:	TBD
Project Amount:	$700,000.00
Funding Source:	FMF Project
Contractor:	TBD
Construction Manager:	TBD
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Awaits RFP for A/E and C.M. Services

PORT AUTHORITY OF GUAM
EQUIPMENT MAINTENANCE / REPAIR DIVISION
CARGO HANDLING EQUIPMENT MAINTENANCE/REPAIR COST REPORT
JANUARY FY2020

** Information is compiled from Daily Status Reports via Crane/Preventive/Welder Section Supervisors/Leaders; and from Work Orders.

Data subject to change, as additional Work Orders are completed and inputted

Maintenance Control (PWC:MLlanes) As of 02/24/20

EQUIPMENT	DATES DOWNED	LOCATION / DISCREPANCIES	(SECTION) CORRECTIVE ACTION	Work Order #
Gantry No. 4		Quarterly Crane Preventive Maintenance (Note: Revised from Dec. Report)	(Crane) Perf. on 12/18/19 & 01/07/20	597484
		Pre-Ops P.M. & Weekly P.M.	(Crane) Performed on 01/06	598111
#2450		Check & repair radiator fan for making noise	(Crane) Performed on 01/07	598479
		Pre-Ops P.M. & weekly P.M.	(Crane) Performed on 01/27	598487
		Gantry #4, Nuts, bolts & rail clips replacement	(Welders) Performed on 01/08-18	598583
		Perform Corrosion control/remove rust on left hand rail clips below machine house	(Preventive) Performed on 01/15 & 16	598591
		Check & replace deflected CMS antenna connectors	(Crane) Performed on 01/08	598743
		Req. to replace conduit brackets along boom station	(Preventive) Perf. on 1/15, 16, & 17	599113
		G#4: Req. to perform CC on back stay splice plate nuts & bolts	(Preventive) Perf. on 01/10, 11, 15-18	599121
		Request to assist welders w/Trolley rail repairs on G#4	(Preventive) Performed on 01/10-13	599130
		Crane Monthly, prev. maint.	(Crane) To be performed next month	599244
		G#4: Sill beam on waterside, tapout & replace w/stainless steel angle iron	(Preventive) Performed on 01/25 & 26	599498
		G #4, Repair saddle bracket as per Crane Mechanic	(Welders) Awaiting availability of Crane	599720
		Lubrication of all sheaves from boom tip to trolley wheels, APEX & backreach	(Crane) Performed on 01/27	599797
		Crane Generator Monthly; P.M.	(Crane) Performed on 01/30	600081
		Pre-Ops P.M. & Weekly P.M. (Note: Completed on 02/05)	(Crane) To be performed next month	600153
		Check & repair wind alarm; and also check & repair gantry motor brake #3	(Crane) Performed on 01/31/20	600225
		Preventive maintenance of gantry motors & brakes	(Crane) Performed on 01/31 & 02/20	600250
Gantry No. 5		500 hrs. Main engine, P.M.	(Crane) Performed on 01/06	597919
		500 hrs. Main engine, P.M. (Note: Revised from Oct Report)	(Crane) Perf. on 12/31 & 0 1/3, 6, & 20	594152
		Pre-Ops P.M. & Weekly P.M. (Note: Revised from Dec. report)	(Crane) Performed on 01/10 & 11	598137
#2451		Prev. Maint. of all dc motors (hoist, trolley, gantry & boom dc motors)	(Crane) Performed on 01/03 & 10	598410
		Pre-Ops P.M. & Weekly P.M.	(Crane) Performed on 01/16	598495
		Gantry Motor & Brakes; PM	(Crane) Performed on 01/14	599017
		Crane Monthly, prev. maint.	(Crane) To be performed next month	599252
		Pre-Ops P.M. & Weekly P.M.	(Crane) Performed on 01/20	599279
		Gantry cab leaking when it rains (Gantry-5)	(Preventive) Performed on 01/22	599421
		Pre-ops P.M. & Weekly P.M.	(Crane) Performed on 01/24	599543
		Check & replaced trolley tensioner sheaves for loose and waddling	(Crane) Performed on 01/25	599674
		Check & Troubleshoot Boom Overspeed	(Crane) Performed on 01/25	599682
		G5: Chair not locking for swivel; repair locking mechanism (* Note: Comp. on 02/05)	(Preventive) To be perf. next month	599691
		Gantry #5, replace upper left hand trolley sheaves & bearings	(Welder) Performed on 01/27	599711
		G#5, repair saddle bracket as per Crane Mechanic (Revised from December report)	(Welder) Performed on 12/2-8 & 1/27	599738
		Pre-Ops P.M. & Weekly P.M.	(Crane) Performed on 01/30	599800
		Lubrication of boom wire rope	(Crane) Performed on 01/28	599877
		Check & repair wheel brake for working; #8 wheel brake cylinder	(Crane) Performed on 01/28	599931
		Monthly Crane generator; P.M.	(Crane) Performed on 01/30	600049
		Pre-Ops P.M. & Weekly P.M.	(Crane) Performed on 02/21	600161
		Check & Repair main engine for power when hoisting up or down	(Crane) Performed on 01/31	600241
Gantry No. 6	No	Fabricate bracket for Tank alarm panel on Gantry #6 (Revised from Nov. report.)	(Preventive) Performed on 01/02	595796
#2452		Fab. Striker bracket for boom limit switch & repair kick panel & boom pin at APEX (Rev. from Nov. Report)	(Preventive) Performed on 01/05 & 06	596570
		500 hrs. Main engine, P.M. (Rev from Dec. Report)	(Crane) Performed on 01/03	597927
		Pre-Ops P.M. & Weekly P.M.	(Crane) Performed on 01/06	598153
		Pre-Ops P.M. & Weekly P.M.	(Crane) Performed on 01/11	598508
		G#6: Request to Repair/replace handrails on boom tip area.	(Welders) Awaiting availability of Crane	598575
		Pre-Ops. P.M. & weekly P.M.	(Crane) Performed on 01/30	598891
		v & repair PBC Anti fungus heater (not working)/boom pin down limit switch conduit (damaged); assist Prev. mech. (boom pin up/down striker repair).	(Crane) Performed on 01/06	598938
		Hoist, trolley & boom dc motor prev. maint.	(Crane) Performed on 01/22	599025
		Check & Troubleshoot hoist function for not working	(Crane) Performed on 01/14 & 15	599105
		Crane Monthly, prev. maint.	(Crane) To be performed next month	599261
		Check & repair broken festoon saddle carrier	(Crane) Performed on 01/17	599308
		Check & troubleshoot boom tip breaker for always tripping off	(Crane) Performed on 01/20	599501
		v & repair festoon saddle for broke (hanging); repair broken terminal clamp for eng. air filter; repair the wiring connection for change over assy.	(Crane) Performed on 01/22	599519
		Check & Repair main engine for getting overheat	(Crane) Performed on 01/24	599631
		G#6, Repair saddle bracket as per Crane Mech.	(Welder) Awaiting availability of Crane	599746
		Monthly Crane generator; P.M.	(Crane) Performed on 01/29	599990
		Pre-Ops P.M. & Weekly P.M.	(Crane) Performed on 02/07	600170

PORT AUTHORITY OF GUAM
EQUIPMENT MAINTENANCE / REPAIR DIVISION
CARGO HANDLING EQUIPMENT MAINTENANCE/REPAIR COST REPORT
JANUARY FY2020

** Information is compiled from Daily Status Reports via Crane/Preventive/Welder Section Supervisors/Leaders; and from Work Orders.

Data subject to change, as additional Work Orders are completed and inputted

Maintenance Control (PWC:MLlanes) As of 02/24/20

EQUIPMENT	DATES DOWNED	LOCATION	DISCREPANCIES	(SECTION) CORRECTIVE ACTION	Work Order #
Spreader #1 #2095		No reported issues for the month of January			
Spreader #2		Check & Repair broken chain link on Spreader #2		(Crane) Performed on 01/23	599615
Spreader #3		No reported issues for the month of January			
Spreader #4		Check & repair for landing light for not working		(Crane) Performed on 01/29	599949
Spreader #5	No	Check & repair hydraulic oil leak on the motor/pump area.		(Crane) Performed on 01/13	598882
Spreader #6		No reported issues for the month of January			

FLEET/PREVENTIVE MAINTENANCE FY2020

JANUARY 2020 EQUIPMENT STATUS REPORT

UPDATED: 2/25/20

EQUIPMENT/NUMBER TOPLIFTERS	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
TOPLIFTER 09-03 Mfr. Hyster 80,000 lbs. Conatiner Handler SN: F117E01674G	2009	2087	XXX					
TOPLIFTER 09-04 Mfr. Hyster 80,000 lbs. Conatiner Handler SN: F117E01675G	2009	2088	XXX					
TOPLIFTER 09-06 Mfr. Hyster 80,000 lbs. Conatiner Handler SN: F117E01680G	2009	2133	XXX					
TOPLIFTER 16-07 Mfr. Hyster 80,000 lbs. Conatiner Handler SN: H117E01591P	2016	2725	XXX					
TOPLIFTER 16-08 Mfr. Hyster 80,000 lbs. Conatiner Handler SN: H117E01592P	2016	2726	XXX					
TOPLIFTER 16-09 Mfr. Hyster 80,000 lbs. Conatiner Handler SN H117E01593P	2016	2727		XXX	Def main hyd pump bolt	being installed	12/27/2019	2/28/2020
TOPLIFTER 16-10 Mfr. Hyster 80,000 lbs. Conatiner Handler SN: H117E01594P	2016	2728	XXX					
TOTAL (7)			5	2				

EQUIPMENT/NUMBER TRACTORS	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
T-76 KALMAR-OTTAWA COMMANDO YT-50 SN: 31790	2007	1929		XXX	corrosion control	pending		3/25/2020
T-77 KALMAR-OTTAWA COMMANDO YT-50 SN: 31791	2007	1930	XXX					
T-79 KALMAR-OTTAWA COMMANDO YT-50 SN: 31793	2007	1932		XXX	corrosion control	pending		3/25/2020
T-81 KALMAR-OTTAWA COMMANDO YT-50 SN: 31795	2007	1934		XXX	def shifter	pending replacement		3/6/2020
T-83 KALMAR-OTTAWA COMMANDO YT-50 SN: 324015	2010	2139	XXX					
T-84 KALMAR-OTTAWA COMMANDO YT-50 SN: 324016	2010	2140	XXX					
T-85 KALMAR-OTTAWA COMMANDO YT-50 SN: 324017	2010	2141		XXX	corrosion control	pending		3/25/2020
T-86 KALMAR-OTTAWA COMMANDO YT-50 SN: 324018	2010	2142	XXX					
T-87 KALMAR-OTTAWA COMMANDO YT-50 SN: 324019	2010	2143		XXX	def electrical	trouble shooting		3/20/2020
T-89 KALMAR-OTTAWA COMMANDO YT-50 SN: 324021	2010	2145		XXX	corrosion control	pending		
T-90 KALMAR-OTTAWA COMMANDO YT-50 SN: 324022	2010	2146		XXX	def air tanks	pending replacement		3/6/2020
T-91 KALMAR-OTTAWA COMMANDO YT-50 SN: 324023	2010	2147	XXX					
T-92 KALMAR-OTTAWA COMMANDO YT-50 SN: 324024	2010	2148	XXX					
TOTAL (13)			6	7				

EQUIPMENT/NUMBER TRACTORS	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
T-93 KALMAR TERMINAL YARD TRACTOR SN:343587	2017	2738	XXX					
T-94 KALMAR TERMINAL YARD TRACTOR SN:343588	2017	2739	XXX					
T-95 KALMAR TERMINAL YARD TRACTOR SN:343589	2017	2740	XXX					
T-96 KALMAR TERMINAL YARD TRACTOR SN:343590	2017	2741	XXX					
T-97 KALMAR TERMINAL YARD TRACTOR SN:343591	2017	2742	XXX					
T-98 KALMAR TERMINAL YARD TRACTOR SN:343592	2017	2743	XXX					
T-99 KALMAR TERMINAL YARD TRACTOR SN:343593	2017	2744		XXX	def electrical system	pending trouble shoot	11/25/2019	3/7/2020
T-100 KALMAR TERMINAL YARD TRACTOR SN:343594	2017	2745	XXX					
T-101 KALMAR TERMINAL YARD TRACTOR SN:344057	2017	2785		XXX	under aircon repairs	at vendor ac auto aircon	2/20/2020	2/28/2020
T-102 KALMAR TERMINAL YARD TRACTOR SN:344058	2017	2786	XXX					
T-103 KALMAR TERMINAL YARD TRACTOR SN:344059	2017	2787	XXX					
T-104 KALMAR TERMINAL YARD TRACTOR SN:344060	2017	2788	XXX					
T-105 KALMAR TERMINAL YARD TRACTOR SN:344061	2017	2789	XXX					
T-106 KALMAR TERMINAL YARD TRACTOR SN:344062	2017	2790	XXX					
T-107 KALMAR TERMINAL YARD TRACTOR SN:344063	2017	2791	XXX					
T-108 KALMAR TERMINAL YARD TRACTOR SN:344155	2017	2792	XXX					
TOTAL (16)			15	1				

EQUIPMENT/NUMBER TRACTORS	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
T-702 MAGNUM TT120 SN: T2S4L100V1AA4986	2001	2576		XXX	Beyound Economical Repair	TO BE SURVEYED		
T-741 MAGNUM TT120 SN: T2S4L100V1AA5007	2001	2578		XXX	Beyound Economical Repair	TO BE SURVEYED		
T-749 MAGNUM TT120 SN: T2S4L100V1AA5010	2001	2579		XXX	Beyound Economical Repair	TO BE SURVEYED		
TOTAL (3)				3				

EQUIPMENT/NUMBER FORKLIFTS	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
FL 08-165 HYSTER 10 TON H210HD SN: H007E01888F	2008	2046			Cab is Servery Corroded Beyound Economical Repair	TO BE SURVEYED	2/1/2018	
FL 08-166 HYSTER 10 TON H210HD SN: H007E01889F	2008	2048		XXX	Cab is Servery Corroded Beyound Economical Repair	TO BE SURVEYED	2/13/2018	
TOTAL (2)				1				

EQUIPMENT/NUMBER FORKLIFTS	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
FL 08-168 HYSTER 20TON H450HD SN: A236E01602F	2009	2049			Cab is Servery Corroded Beyound Economical Repair	TO BE SURVEYED		
TOTAL (1)								

FORKLIFTS	YEAR	ID. #	UP	DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	DOWN TIME	ON-LINE
FL 17-170 HYUNDAI 10 TON FORKLFT TRUCK SN.:HHKHT05HG0000433	2017	2795	XXX					
FL 17-172 HYUNDAI 10 TON FORKLIFT TRUCK SN.:HHKHFT05CH0000436	2017	3013	XXX					
FL 17-173 HYUNDAI 10 TON FORKLFT TRUCK SN.:HHKHFT05TH0000437	2017	3014		XXX	DEF TRANS	pending vendor trouble shoot	2/25/2020	3/6/2020
FL 17-174 HYUNDAI 10 TON FORKLIFT TRUCK SN.:HHKHFT05PH0000438	2017	3015	XXX					
TOTAL (4)			3	1				

FORKLIFTS	YEAR	ID. #	UP	DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	DOWN TIME	ON-LINE
FL 17-169 HYUNDAI 20 TON FORKLIFT TRUCK SN.:HHKH502JG0000161	2017	2796		XXX	def lift cyl and aircon	Note: pending vendor quote for repairs	2/10/2020	3/20/2020
FL 17-171 HYUNDAI 20 TON FORKLIFT TRUCK SN.:HHKHH302CH0000163	2017	3016	XXX					
TOTAL (2)			1	1				

FORKLIFTS	YEAR	ID. #	UP	DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	DOWN TIME	ON-LINE
FL 08-40 HYSTER 5TON H5.00DX SN: A232R03678F	2008	2028	XXX					
FL 08-41 HYSTER 5TON H5.00DX SN: A232R03681F	2008	2031	XXX					
FL 08-42 HYSTER 5TON H5.00DX SN: A232R03683F	2008	2032	XXX					
FL 08-43 HYSTER 5TON H5.00DX SN: A232R03686F	2008	2030	XXX					
TOTAL (4)			4					

FORKLIFTS	YEAR	ID. #	UP	DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	DOWN TIME	ON-LINE
FL 16-45 DOOSAN 5.5TON SN: FDB04-1240-02826	2016	2780		XXX	Won't Start	vendor responding for repairs on 22520	2/20/2020	2/28/2020
FL 16-46 DOOSAN 5.5TON SN: FDB04-1240-02827	2016	2781	XXX					
FL 16-47 DOOSAN 5.5TON SN: FDB04-1240-02828	2016	2782	XXX					
FL 16-48 DOOSAN 5.5TON SN: FDB04-1240-02829	2016	2783	XXX					
TOTAL (4)			3	1				

EQUIPMENT/NUMBER AIR STREET SWEEPER	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
REGENERATIVE 2017 FREIGHT LINER M2106 SCHARZE A4 STORM BODY 1FVACWDK6HHJC4068, STREET SWEEPER 4902	2017	2774	XXX		def aircon	pending vendor repair	2/10/2020	3/20/2020
TOTAL (1)			1					

EQUIPMENT/NUMBER ARTICULATING BOOM LIFT	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
ARTICULATING BOOM LIFT 34FT SN: 300216234	2015	2706	XXX					
ARTICULATING BOOM LIFT 120FT SN: 300209110	2015	2707		XXX	corrosion control and def main swing	pending parts on order	1/20/2020	PENDING
TOTAL (2)			1	1				

EQUIPMENT/NUMBER DIESEL FIRE PUMP	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
DIESEL FIRE PUMP W/TRAILER SN: 0922831/1	2010	2177	XXX					
DIESEL FIRE PUMP W/TRAILER SN: 0922831/2	2010	2178	XXX					
DIESEL FIRE PUMP W/TRAILER SN: 0922831/3	2010	2176		XXX	Control panel assy./Starter/Field Line etc.	WO#591795-Research with Vendor for Parts	9/17/2019	PENDING
TOTAL (3)			2	1				

EQUIPMENT/NUMBER GENERATORS	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
CATERPILLAR PRIME POWER 455 KW GENSET LC-1 CAT00000CT4A00897	2014	1500251	XXX					
CATERPILLAR PRIME POWER 455 KW GENSET LC-4 CAT00000CT4A00860	2014	1500252		XXX	Def radiator	installed repaired radiator pending clamps	11/22/2019	3/6/2020
CATERPILLAR PRIME POWER 455KW GENSET LG-2 CAT00000CT4A00858	2014	1500253	XXX					
CATERPILLAR PRIME POWER 725KW GENSET LC-4 CAT00C27ET4Z00481	2014	1500254	XXX					
CATERPILLAR PRIME POWER 500KW GENSET LC-5 CAT00000HT4A00816	2014		XXX					
CATERPILLAR PRIME POWER 500KW GENSET LC-5 CAT00000VT4A00813	2014		XXX					
CATERPILLAR PRIME POWER 500KW GENSET LC-5 CAT00000AT4A00814	2014			XXX	Def radiator	pending parts on order	10/21/2019	PENDING
TOTAL (7)			5	2				

EQUIPMENT/NUMBER GENERATOR	YEAR	ASSET ID. #	STATUS UP	STATUS DOWN	DISCREPANCY	PLANNED CORRECITIVE ACTION	REPORT DOWN TIME	ESTIMATE ON-LINE
KATOLIGHT 500KW GENSET L-3 2160053970	2005	1870	XXX					
TOTAL (1)			1					

CRANE DOWNTIME REPORT
FY 2020 (JANUARY 2020)

DAY	SUN	MON	TUE	WED	THU	FRI	SAT	DOWN TIME	HOIST	HOIST	TOTAL	CONTROL	CONTROL	TOTAL
WK 14	12/29/19	12/30/19	12/31/20	01/01/20	01/02/20	01/03/20	01/04/20	TOTAL	START	END	HOURS	START	END	HOURS
G4			0.33			0.33		0.66	6782.0	6810.0	28.0	12591.0	12639.0	48.0
G5								0.00	13386.0	13414.0	28.0	23311.0	23358.0	47.0
G6			0.75					0.75	138.0	144.0	6.0	21806.0	21822.0	16.0

Note: G#4[*12/31: RS/landside, flipper arm is not working (Discovered u-bolt clamps for flipper arms loose causing it not to work, install new bolts that were missing & function tested good. Released back to ops.); *01/03: Flipper arm intermit function (Found broken electrical terminal on block. Reterminated wire, release to ops.)]; G#6[*12/31: Spreader hydraulic leak LS/waterside flipper arm hose (Released from top of container & swapped spreader #4 to #5. Performed function test, good released back to ops.)].

DAY	SUN	MON	TUE	WED	THU	FRI	SAT	DOWN TIME	HOIST	HOIST	TOTAL	CONTROL	CONTROL	TOTAL
WK 15	01/05/20	01/06/20	01/07/20	01/08/20	01/09/20	01/10/20	01/11/20	TOTAL	START	END	HOURS	START	END	HOURS
G4								0.00	6810.0	6815.0	5.0	12639.0	12650.0	11.0
G5								0.00	13414.0	13432.0	18.0	23358.0	23386.0	28.0
G6								0.00	144.0	170.0	26.0	21822.0	21862.0	40.0

Note: No Down Time for the week of January 05-11, 2020 as per J. Sontillanosa; Crane Leader.

DAY	SUN	MON	TUE	WED	THU	FRI	SAT	DOWN TIME	HOIST	HOIST	TOTAL	CONTROL	CONTROL	TOTAL
WK 16	01/12/20	01/13/20	01/14/20	01/15/20	01/16/20	01/17/20	01/18/20	TOTAL	START	END	HOURS	START	END	HOURS
G4								0.00	6815.0	6815.0	0.0	12650.0	12655.0	5.0
G5								0.00	13432.0	13461.0	29.0	23386.0	23433.0	47.0
G6				1.83				0.00	170.0	209.0	39.0	21862.0	21939.0	77.0

Note: G#6[*01/15: Operator said there's no trim function right side, trim leftside is okay, & to much height. (Verified that trim right not working from operators cab and then push contactor sw. from MCC House right trim and then "I/O board 32.3 fault in boom tip panel BG.S1" Fault comes on. Checked station & found =CV32.DC -F11/535 breaker SW. tripped, reset & function tested trim and trip again. Level trim for ops. & then isolated function for trim & list at MCC Breaker off. released back to ops & function test, ok.)

DAY	SUN	MON	TUE	WED	THU	FRI	SAT	DOWN TIME	HOIST	HOIST	TOTAL	CONTROL	CONTROL	TOTAL
WK 17	01/19/20	01/20/20	01/21/20	01/22/20	01/23/20	01/24/20	01/25/20	TOTAL	START	END	HOURS	START	END	HOURS
G4								0.00	6815.0	6826.0	11.0	12655.0	12676.0	21.0
G5				0.75	0.33			0.00	13461.0	13482.0	21.0	23433.0	23470.0	37.0
G6				4.5				0.00	209.0	223.0	14.0	21939.0	21967.0	28.0

Note: G#5[*01/22: Fault/wheel brake system landside brake 4 not released. (Forced wheel brake system landside brake #8 rel sw.); *01/23: Spreader chain broke (Swap spreader #2 to #3)]; G#6 [*01/22:Festoon Cable saddle fell/broken (Repair completed by day shift crew & function test, good).]

DAY	SUN	MON	TUE	WED	THU	FRI	SAT	DOWN TIME	HOIST	HOIST	TOTAL	CONTROL	CONTROL	TOTAL
WK 18	01/26/20	01/27/20	01/28/20	01/29/20	01/30/20	01/31/20	02/01/20	TOTAL	START	END	HOURS	START	END	HOURS
G4								0.00	6826.0	6831.0	5.0	12676.0	12684.0	8.0
G5				2.75				2.75	13482.0	13502.0	20.0	23470.0	23503.0	33.0
G6				0.5				0.50	223.0	244.0	21.0	21967.0	22001.0	34.0

Note: G#5[*01/29: Engine shut down (Fault engine underspeed, added oil, startup engine, released back to Ops.); *01/29: Engine shut down again (Reset fault & verify fault engine underspeed, start up & release back to ops.); *01/29: Spreader stuck on flat rack locked & only 3 twistlock landed inside the bay (Switch to DS released spreader from flatrack)]; G#6 [*01/29:Spreader #4 stuck on container no landing light (Released spreader #4 from container swapped spreader #4 to spreader #2)].

FY-19 WORK INJURY REPORT
(01/01/20 to 12/31/20)

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

Work Injury Summary for this reporting period: 2/12/2020

Total Injuries for FY-20 to date: 1–Injury

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

Last disabling work injury was on: 1/18/20

Number of days since last disabling work injury: 25-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
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Lourdes A. Leon Guerrero
Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

Human Resources Division

Travel Report

Traveler	Date	Place	Purpose
Brenda Atalig Christopher Aguon Jared Perez	1/8/ - 1/11/2020	Fresno, California	Grant Writing USA & Grant Writing Class
Francisco Santos Maria Taitano Rory Respicio Joe Javallana	1/19 – 1/25/2020	Honolulu, Hawaii	Meeting with Matson & US Army Corps of Engineer, 2020 APP Winter Conference

BOARD OF DIRECTORS
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Nathan T. Taimanglo, Vice Chairman
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Anthony P. Chargualaf, Jr., Member

PORT OF GUAM

Resolution No. 2020-02

RELATIVE TO AUTHORIZING THE PORT AUTHORITY OF GUAM TO PROCEED WITH THE IMPLEMENTATION OF AN UPGRADED FINANCIAL MANAGEMENT SYSTEM AND PETITION THE PUBLIC UTILITIES COMMISSION (PUC) FOR REVIEW AND APPROVAL OF THE BOND EXPENDITURE

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

WHEREAS, Public Law 35-44 provides for a reprogrammed budget through revenue bond proceeds for other priority projects, one of which includes an upgrade to the Port's Information Technology System and integration of the Financial Management System; and

WHEREAS, by upgrading and integrating the Port's systems will vastly enhance its invoicing by capturing all cost recovery from its established tariffs; and

WHEREAS, the integration of the Terminal Operating System and Financial Management System, along with an upgrade of the Port's current Information Technology System will also produce a more precise and comprehensive financial data on the expenses rendered to vessel operations and related services versus revenues; and

WHEREAS, in June 2016, the Port's Terminal Operating System was the first to be implemented; and

WHEREAS, the Port is currently operating on a 20-year old Oracle JD Edwards (JDE) World Financial Management System that will end its customer service support in the year 2022; and

WHEREAS, a pilot project was deployed in May 2019 thru January 2020 to determine the compatibility and viability of the system upgrade from Oracle JDE World to a more robust and technological system known as the Oracle JDE Enterprise One; and

WHEREAS, upon completion of the pilot project, the migration of the data was proven successful and revealed that the JDE Enterprise One Financial Management System presents a faster reporting tool, expanded and more detailed functional modules, integration, and adaptability to new technology; now therefore be it

RESOLVED, the Board of Directors authorizes Management to allocate a portion of the bond revenue proceeds in the amount of two million five hundred thousand dollars ($2,500,000) for the upgrade of the Port Authority of Guam Financial Management System from JDE World to the JDE Enterprise One Financial Management System; and be it further

RESOLVED, the Board of Directors authorizes Management to petition the Public Utilities Commission (PUC) to review and approve the bond expenditure 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 28th DAY OF FEBRUARY, 2020.

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

ISA MARIE C. KOKI
SECRETARY, BOARD OF DIRECTORS
PORT AUTHORITY OF GUAM

PORT AUTHORITY OF GUAM • GOVERNMENT OF GUAM •

Doc. No. 35GL-20-1614.*

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 24, 2020

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager

SUBJECT: Draft Memorandum of Agreement – Attorney General

Hafa Adai! As we are all aware, Attorney Joseph McDonald submitted his resignation, effective February 28, 2020 as the Port's Staff Attorney. To ensure that the Port has legal representation, we are requesting the Board's authorization to engage with the Attorney General of Guam to enter into a Memorandum of Agreement (MOA) for legal services. I have attached a draft MOA which shall be used as such instrument. This legal representation from the Attorney General's Office will be on an interim basis, allowing the PAG to continue to recruit for an in-house attorney, as well as acquire the services of a law firm, which the Port is currently soliciting through the procurement process.

Si Yu'os Ma'ase,

Attachment

cc: Deputy General Manager, Administration & Finance
Deputy General Manager, Operations & Maintenance

MEMORANDUM OF AGREEMENT
between the
PORT AUTHORITY OF GUAM
and the
OFFICE OF THE ATTORNEY GENERAL

This **MEMORANDUM OF AGREEMENT ("MOA")** is entered into on the dates indicated below between the **PORT AUTHORITY OF GUAM, government of Guam ("PAG")** whose address is 1026 Cabras Highway, Suite 201, Piti, Guam 96915 and the **OFFICE OF THE ATTORNEY GENERAL OF GUAM, government of Guam ("AGO")** whose address is 590 S. Marine Corps, ITC Building, Suite 901, Tamuning, Guam 96913.

RECITALS

WHEREAS, the Attorney General is the Chief Legal Officer for the government of Guam pursuant to 48 U.S.C. § 1421 g (d) (1); and

WHEREAS, Guam Public Law No. 30-72 enacted on November 27, 2009 and further amended by Public Law 30-145 enacted on July 12, 2010 amended 5 G.C.A. § 5150 to provide that the Attorney General or his designee shall act as legal advisor to the government of Guam during all phases of any solicitation or procurement process if the award is estimated to be $500,000 or more; and

WHEREAS, 5 GCA § 5150, as amended, applies to procurement conducted by the Chief Procurement Officer, the Director of Public Works, or the head of any executive branch agency, autonomous agency, instrumentality or public corporation of the government of Guam; and

WHEREAS, the PAG was established as a public corporation and autonomous instrumentality of the government of Guam, and therefore, 5 G.C.A. § 5150 is applicable to the PAG; and

WHEREAS, the PAG expects to conduct solicitations whose awards will be $500,000 or more, and, therefore, requires the AGO's legal services in furtherance of the goals and objectives of the PAG and not inconsistent with the legal and ethical duties and responsibilities of the AGO; and

WHEREAS, the PAG has requested that the AGO represent it in other legal matters involving the PAG; and

WHEREAS, the Attorney General has agreed to assign one-full time Assistant Attorney General ("AAG") or to contract with an attorney to advise and represent the PAG in other legal matters; and

WHEREAS, the PAG agrees to pay the compensation, benefits and other expenses needed for legal representation by the AGO; and

WHEREAS, the purpose of this MOA is to coordinate the respective efforts of the AGO and the PAG and delineate each parties' responsibilities relating to providing legal services to the PAG, and to establish procedures for the rendering of legal services to the PAG by the AGO; now, therefore,

IN CONSIDERATION of the covenants hereinafter set out, the parties agree as follows:

1. **Assignment of Assistant Attorney General.** The Attorney General shall assign an Assistant Attorney General (AAG) as a legal representative (the "Attorney") to handle the PAG's legal matters relative to procurement, litigation and other civil cases as provided for in this MOA, on an interim basis as the Port recruits its staff attorney or if both parties agree that it is in the best interest of the PAG to assign an attorney on a full or part time basis, but any and all personnel and attorneys employed or contracted by the AGO may assist in providing services under this MOA. The Attorney General reserves the right to assign the Attorney and other AAG's as he deems appropriate and necessary to meet the PAG's legal requirements under this MOA.

2. **Scope of Services.** The scope of services shall consist of the following:

To act as legal counsel by providing advice and necessary services during all phases of a solicitation or procurement which is estimated to result in an award or contract of $500,000 or more. The term "all phases of a solicitation or procurement" shall mean from the time a procurement is deemed necessary, and planning therefore begins, to the time an award is made or a contract is executed by all requisite parties, and sufficient time has passed subsequent thereto to allow all possible protests based thereon to be filed and resolved. If a solicitation or procurement results in a protest, the AGO shall render advice to the PAG, or represent the PAG before the Office of Public Accountability or before the courts of Guam, as the case may be. Such services related to procurement would only cover the solicitation or procurement phases of an award or contract and does not cover litigation which may result based on a default of the contract provisions, unless the PAG and AGO agrees that representation would be in the best interest of the people of Guam.

To act as legal counsel by representing and advising the PAG in other civil matters which the PAG may deem necessary.

The representation of the PAG by an AAG or the AGO does not include representation in specialized matters including, but not limited to, maritime law and complex litigation.

Notwithstanding anything to the contrary, all government claims shall be processed through the AGO pursuant to the Government Claims Act.

3. **Term.** The term of this MOA will be for one (1) year with the option to renew annually for four (4) additional years. The renewal will be subject to the consent of both parties if reasonable and justified and shall be subject to adjustment for payment to the AGO for the services provided herein and the availability of appropriated and budgeted funds. If no funds are appropriated or budgeted in the next fiscal year, the MOA may be terminated upon giving a minimum of thirty (30) days prior written notice prior to the beginning of the fiscal year.

4. **Compensation and Benefits.** During the term of this MOA, the PAG agrees to compensate the attorney performing legal services covered by this MOA as follows:

a. The PAG agrees to submit on a quarterly basis the amount of advanced quarterly compensation of the Attorney assigned to perform legal services for the PAG by a direct payment to the AGO from funds of the PAG. The full amount of advanced compensation of the Primary Attorney assigned to perform legal services for the PAG by a direct payment to the AGO from funds of the PAG. The amount of compensation shall be the amount of salary and the benefits received by the Attorney as determined by the applicable pay scale and benefits for government attorney. The first quarterly advanced compensation to the AGO by the PAG shall be made within thirty (30) days upon effective date of the MOA, and at each quarter of the fiscal year thereafter.

b. The AGO will pay the salaries and benefits of the following government employees who perform services for the PAG pursuant to this MOA and any AAG not covered by Section 4a above. The PAG agrees to submit such payment to the AGO for the amount of the salaries and benefits paid to the other assigned employees for such services. The salaries and benefits for other assigned employees shall be based upon an employee's actual base rate of pay as a government employee. The AGO shall provide the PAG with a monthly statement for hours worked on a PAG matter for their financial record of the salaries and benefits for other assigned employees. The document shall include a statement of the hours worked and the services provided.

c. Prior to the end of each fiscal year, the AGO will provide the PAG the amount of unexpended advanced compensation. The unexpended advanced compensation will be carried over and will offset the advanced compensation for salaries and benefits of the Attorney for the next fiscal year.

5. **Expenses.** The PAG shall reimburse the AGO for the following expenses if incurred on behalf of the PAG.

a. Travel, food, lodging, and other related traveling expenses, provided the prior approval of the PAG is obtained for such travel and provided further that

reimbursement for such travel expenses shall be pursuant to Government of Guam approved policy and rates;

b. The costs and fees of legal experts, consultants, specialists, or investigators retained by the AGO, with the approval of the PAG, except that the procurement law shall not be circumvented. For any specialty service provider retained by the AGO, if the AGO and the PAG agree, the PAG may pay directly the specialty provider retained by the AGO;

c. Process servers' fees, court reporters' fees, long distance telephone calls, facsimile fees, messenger and delivery fees, postage, photocopying, parking, online legal research fees, and other similar items customarily paid for by clients of a law firm;

d. Any approval required herein by the AAG shall mean approval by the PAG General Manager, unless another person is designated to issue particular or limited approvals on certain matters.

e. The AGO shall provide the PAG with invoices for hours worked on a PAG matter for reimbursement of the salaries and benefits for assigned employees. The invoices shall include the hours worked and services provided. The PAG shall pay to the AGO the amount of these invoices within thirty (30) days of receipt of an invoice by the PAG.

6. **Office Space, Equipment and Supplies.** The Attorney shall perform the services contemplated under this MOA primarily at the PAG located in Cabras Island. The PAG shall provide suitable office space and equipment as requested by the Attorney. Such equipment may include, but is not limited to, a desk and chair, computer and printer, telephone, filing cabinets and shelves. The PAG shall purchase and provide supplies reasonably related to the furnishing of services under this MOA whenever requested.

7. **Notices.** Unless during the term of this MOA a party notifies the other party in writing of another address to be used, notices will be sent certified mail or by personal delivery with receipt verified to:

PORT AUTHORITY OF GUAM
Attn: General Manager
1026 Cabras Highway, Suite 201
Piti, Guam 96915

OFFICE OF THE ATTORNEY GENERAL
Attn: Attorney General
590 S Marine Corps Drive
ITC Building, Suite 901
Tamuning, Guam 96913

8. **Miscellaneous Provisions.**

a. This MOA is made under and shall be governed by and construed in accordance with the laws of Guam.

b. If any provision of this MOA shall be deemed by a court of competent jurisdiction to be invalid or unenforceable, then such provision shall be deemed stricken and the MOA shall be enforced according to its valid and subsisting terms and provisions.

c. The failure of either party to insist upon strict compliance with any term, provision, or condition of this MOA shall not be construed as a waiver of either party's rights and remedies under this MOA.

d. Time is of the essence concerning the provisions of this MOA.

e. Any approval required herein by the PAG shall mean approval by the PAG General Manager, unless another person is designated to issue particular or limited approvals on certain matters.

9. **Effective Date.** This MOA shall become effective on the date it is signed by the Governor.

IN WITNESS WHEREOF, the parties have executed this MOA on the dates indicated below.

PORT AUTHORITY OF GUAM	**OFFICE OF THE ATTORNEY GENERAL**
By:_____	By:_____
RORY J. RESPICIO General Manager	LEEVIN T. CAMACHO Attorney General of Guam
Date:_____	Date:_____

DRAFT

By:_____
FRANCISCO G. SANTOS
Chairman, Board of Directors

Date:_____

CERTIFIED that FUNDS ARE AVAILABLE:

Account Number:_____

Amount: $_____

_____
JOSE B. GUEVARA, III, Certifying Officer, PAG

Date:_____

APPROVED:

_____
LOURDES A. LEON GUERRERO
Governor of Guam

Date:_____

DRAFT