clerks@guamlegislature.org

From: Speaker's Office <speaker@guamlegislature.org>
Sent: Tuesday, June 16, 2020 4:52 PM
To: Clerks Office
Cc: Rennae Meno
Subject: Messages and Communications
Attachments: Guam Power Authority Small Purchases for the Month of May 2020.pdf

06-16-20	2:53 PM	06-11-20	Relative to Small Purchases for the month of May 2020.	Guam Power Authority	35GL-20-1892

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
T: (671) 477-2520/1
speaker@guamlegislature.org

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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 fabot ago' guatu gi I numa'huyong gi as speaker@guamlegislature.org yan despues destrosa todu siha I kopian mensåhi. Si Yu'os ma'åse'.

GUAM POWER AUTHORITY

ATURIDÅT ILEKTRESEDÅT GUÅHAN
P.O.BOX 2977 • HAGÅTÑA, GUAM U.S.A. 96932-2977

June 11, 2020

Memorandum

Speaker Tina Rose Muña Barnes

JUN 16 2020
Time 2:53 ( )AM (X)PM
Received By:

To: Speaker of I Liheslaturan Guahan

Fr: General Manager

Subject: P.L. 34-35/ 5GCA §5213 Documents Relative to Small Purchases

Provided is a listing of all Small Purchase procurement not exceeding Twenty-Five Thousand Dollars ($25,000) for supplies or services, and not exceeding One Hundred Thousand Dollars ($100,000) for construction made for the month of May, 2020 in accordance with small purchase procedures promulgated by the Policy Office.

OP Number	Vendor	Description	Dollar Amount
27952	Guam Cleaning Masters	Decontaminating Services	$ 25,000.00

Concurred by: _____
Beatrice (Tricee) P. Limtiaco
Assistant General Manager-Administration

Approved by: _____
John M. Benavente, P.E.

STEPHANIE!

PURCHASE ORDER

GUAM POWER AUTHORITY
P.O. Box 2977
Hagatna, Guam 96932

TELEPHONE: (671) 648-3054/5
FAX: (671) 648-3165

THIS PURCHASE ORDER NUMBER
No. 27952 OP
MUST APPEAR ON ALL INVOICES. PACKING SLIPS. PACKAGES. B/L. CORRESPONDENCE. ETC.

PO DATE	JOB ORDER NO./OBJ
05/15/20	60700.107100.102

VENDOR
GUAM CLEANING MASTERS
P.O. BOX 9500
DEDEDO GU 96929

TEL: (671) 727-5907
FAX: (671) 646-4707

VENDOR 321242

SHIP TO
RECEIVING SECTION:
GUAM POWER AUTHORITY

P.O. BOX 2977
HAGATNA, GUAM 96932
TELEPHONE: (671) 648-3054/5
Facilities Management

AUTHORITY	INVITATION NO.	CONTRACT NO.	TIME FOR DELIVERY	EXPIRING	DISCOUNT TERMS:
3111 (b) / 3112.1				07/14/2020	

DESCRIPTION / SUPPLIER ITEM	QTY	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER
					34071OR
DECONTAMINATING SERVICES	L		$.000	$25,000.00	05/09/20

To provide the Guam Power Authority, Facilities Division with Decontaminating Services on an "As Needed" basis in support of COVID-19, Pandemic. Commencement shall be upon receipt of purchase order and expires July 14, 2020 or upon exhaustion of funds, whichever occurs first.

LOCATIONS:
1. Gloria B. Nelson Public Service Building, Fadian Mangilao
2. Julale Satellite Office, Agana

HOURS OF OPERATION:
1. Gloria B. Nelson Public Service Building, 8:00 a.m. to 5:00 p.m.
2. Julale Satellite Office, 8:00 a.m. to 5:00 p.m.

SCOPE OF WORK:
1. Decontaminate areas that are considered suspect COVID-19 Eliminate contamination.
   a. Only approved products and procedures, safe for public buildings shall be used.
   b. Decontaminate office equipment, computer equipment, audio/video equipment, sales equipment, furniture, fixtures (knobs, handles, handsets, dividers, lighting).
   c. Remove all traces of infectious bacteria.

INSTRUCTIONS TO VENDOR:
SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO GUAM POWER AUTHORITY, PO BOX 2977, CODE 33, HAGATNA, GUAM 96932

PAYMENT UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION

TOTAL

<< DO NOT FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL

ACKNOWLEDGED BY: _____ DATE: 05/26/2020
SIGNATURE OF VENDOR

RETURN TO PROCUREMENT DIVISION AT ABOVE ADDRESS

SIGNATURE:
FOR JOHN M. BENAVENTE, P.E., General Manager — Date 5/24/2020
Delegated Authority

STEPHANIE

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REQUIREMENTS:

1. Decontamination shall be required on an as-needed basis.
   a. Services will be called on when the need arises.
   b. Decontaminating will only be conducted when spaces and positions are vacated.
   c. Complete "top-to-bottom" decontamination is required. All surfaces are considered contaminated.
2. Personnel shall use disposable supplies, discard after each use. Supplies will not be re-used.
3. Carpet deep cleaning will be performed as part of the decontaminating service. If, areas are tiled only approved products, safe for public buildings shall be used.
4. Steam/vapor cleaning will be performed as part of the decontaminating service.
5. All decontaminating products shall be provided by the contractor.
6. All decontaminating products shall be EPA approved, safe for use in public buildings.
7. Personnel shall be trained in the use of products and decontaminating procedures.
8. Personal protective equipment (PPE) shall be provided by the contractor.
9. Any damage to GPA property will be the responsiblity of the contractor.
10. Safety Data Sheets (SDS) shall be submitted to GPA Safety Division.
    a. Contractor shall comply with product Safety Data sheets (SDS), safe handling and use.

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FOR JOHN M. BENAVENTE, P.E., General Manager
Delegated Authority

5/24/2020
Date

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11. Contractor is responsible to dispose of any trash that may be accumulated.
12. Contractor is responsible to provide healthy staffers.
    a. Personnel that exhibit signs of illness will not be allowed entry (Ex: High fever)

COST BREAKDOWN:

Hourly Rate per Personnel: $35.00

Overtime Rate per Personnel: $52.50

Holidays/Weekend Rate per Personnel: $52.50

GPA Point of Contact:
Jerald Guzman, Facilities Manager - Tel. No.: 648-3142

RESTRICTION AGAINST SEX OFFENDERS:

5 GCA Section 5253, enacted by P.L 28-24 and amended by P.L. 28-98:

.

The service provider warrants that no person in its employment who has been convicted of a sex offense under the provisions of Chapter 25 of Title 9 of the Guam Code Annotated, or of an offense defined in Article 2 of Chapter 28 of Title 9 of the Guam Code Annotated, or who has been convicted of an offense with the same elements as heretofore defined in any other jurisdiction, or who is listed on the

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5/24/2020

JOHN M. BENAVENTE, P.E., General Manager Date
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Sex Offender Registry shall provide services on behalf of the service provider while on government of Guam property, with the exception of public highways. If any employee of the service provider is providing services on government property and is convicted subsequent to an award of a contract, then the service provider warrants that it will notify the Government of the conviction within twenty-four (24) hours of the conviction, and will remove immediately such convicted person from providing services on government property. If the service provider is found to be in violation of any of the provisions of this paragraph, then the Government will give notice to the service provider to take corrective action. The service provider shall take corrective action within twenty-four (24) hours of notice from the Government, and the service provider shall notify the Government when action has been taken. If the service provider fails to take corrective steps within twenty-four (24) hours of notice from the Government, then the Government in its sole discretion may suspend temporarily any contract for services until corrective action has been taken.

INDEMNIFICATION CLAUSE: Contractor agrees to indemnify and hold harmless Guam Power Authority, its Directors, Officers, and Employees, from and against any liability, claims, judgements, costs and demands of whatever nature arising from any act, omission or negligence of the Contractor, Subcontractor, Licensees, Agents, or Employees, or arising from any accident, injury or damage

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TOTAL

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SIGNATURE:

FOR JOHN M. BENAVENTE, P.E., General Manager — 5/24/2020 Date
Delegated Authority

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whatsoever caused to any person, or to the property of any person, occurring during the term and performance of this contract.

NOTE TO VENDOR:
1. This purchase order will expire upon exhaustion of funds or July 14, 2020. Any remaining balance from the authorized amount upon expiration will be forfeited.
2. All Request for Delivery Extensions will be closely scruntized as all items/services are crucial to new customer installations, maintenance and on-going projects.
3. NOTE: Not withstanding the fact that this contract was written by one (1) party, it will be construed that it was written by two (2) parties.

PAYMENT TERMS:
NET THIRTY (30) DAYS after receipt of ORIGINAL invoice for goods received and/or services rendered.

REVIEWED BY: _____
JAMIE LYNN C. PANGELINAN Date
Supply Management Administrator

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PAYMENT UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION

$25,000.00
TOTAL

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ACKNOWLEDGED BY: _____ DATE: 05/26/2020
SIGNATURE OF VENDOR FOR
RETURN TO PROCUREMENT DIVISION AT ABOVE ADDRESS

SIGNATURE: _____ 5/24/2020
JOHN M. BENAVENTE, P.E., General Manager Date
Delegated Authority