



PORT OF GUAM

ATURIDAT / 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

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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

Tuesday, June 22, 2021

Virtual Board Meeting

3:00 p.m.

A G E N D A

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 1. May 27, 2021 – Regular 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. IFB-PAG-CIP-021-004 Spalling Repair CFS Building
 2. Proposed Projects - Funded by Federal Highway Administration
- VII. ADJOURNMENT



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**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, May 27, 2021**

I. CALL TO ORDER

There being a quorum, the regular meeting of the Board of Directors was called to order at 3:01 p.m., Thursday, May 27, 2021. Present at the meeting were:

Francisco G. Santos, Chairman
Nathan T. Taimanglo, Vice Chairman
Isa Marie C. Koki, Board Secretary
Dorothy P. Harris, Board Member
Rory J. Respicio, General Manager
Dominic G. Muna, Deputy General Manager, Operations
Luis R. Baza, Deputy General Manager, Admin/Finance
Atty. Christine K. Claveria, Port Staff Attorney

Also present was Port Staff.

II. APPROVAL OF MINUTES

a. **April 29, 2021 – Regular Board Meeting.** Director Koki made motion to approve the minutes of April 29, 2021, 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:** None.

IV. GENERAL MANAGER'S REPORT

1. **COVID-19 Vaccination Dashboard.** Port employees vaccinated is 220 out of 347, or 63%.
2. **Port Vaccination Outreach Clinic.** We are working with Governor Lou Leon Guerrero, employees at the Department of Public Health & Social Services, and Guam National Guard (Surgeon Cell) to have a vaccination outreach clinic at the Port Authority. We are opening this up to port employees, Customs, Port Users Group, and their families.

Port Community Vaccine Update.

- Kickoff June 2, 2021, from 7:00 am-10:00 am
- Location: Formally Port Clinic. Discussions taking place on accommodating both drive-thru and walk-ins.
- Vaccinations: Pfizer 12 year-old and up; Johnson & Johnson 18-year-old and up

3. **Port records destroyed in the Dewitt Guam Facility fire.** On May 17, 2021, the Port Authority was issued a notice by DeWitt Guam of their fire incident on May 12, 2021, informing us that this warehouse fire destroyed all of the records stored in their Records Management Section. DeWitt indicated that the fire and water damage was extensive, and nothing seems to be salvageable.

The following Port records stored at the DeWitt facility:

- Shipping documents – FY2015 thru FY2020 (retention schedule of 6 years)
 - Port Police logbooks – FY1989 to FY2017 (permanent)
 - Harbor Master radio station logbooks – FY1995 thru FY1998 (permanent)
 - Regular & Special Board Meeting Minutes – FY1976 thru FY2004
4. **Moody's Bond Upgrade.** On May 14, 2021 Moody's Investors Service raised its outlook for the Port Authority of Guam from negative to stable, pointing to low leverage, strong liquidity and the Port's ability to remain fully operational during the coronavirus pandemic. The service also affirmed the Baa2 rating assigned to the Port Authority of Guam's senior port revenue bonds. The affirmation of the Baa2 rating and outlook change to stable follows Moody's rating action on the Government of Guam's general obligation bonds rating which was affirmed at Ba1 with a stable outlook on 4 May 2021.

The Moody's report also indicated that Moody's expects that the authority will maintain healthy credit metrics with debt service coverage (DSCR) around 2.0x through the cycle. DSCR based on the indenture calculation dropped to 1.26x in 2020 (Moody's net revenue DSCR 1.75x in fiscal 2020) and recovered to 1.7x as of Jan 2021 based on an unaudited basis. Constraining credit factors include the small scale, high customer concentration, exposure to weather-related events, the linkages to the credit quality of the Government of Guam and a high fixed cost base as an operator port.

The report stated that our liquidity position remains strong, partially also because of a high amount of unspent 2018 bond proceeds. It noted that Total cash and investments as of January 31, 2021 were around \$109 million, of which \$49 million is reserved for construction projects and around \$2.0 million is for the debt service reserve. The rest of the funds are for operations, crane acquisitions reserves, facility maintenance, crane related operations, operations reserves and other funds that are required in the bond indenture. According to Moody's, the Baa2 rating indicated that leverage is low (3.4x adjusted debt to operating revenue in fiscal 2020) and liquidity remains strong.

News of the actions by Moody's was met with praise by Governor Lou Leon Guerrero who issued a statement that said, "The Port's most recent efforts to ensure the stabilization of the agency's finances is to be commended and is consistent with our Administration's work with the Government of Guam's General Fund. Lt. Governor Josh Tenorio and I want to congratulate the Board of Directors and the management and staff for yet another major success in the area of their finances. The Port's work to stabilize finances and provide transparency and accountability has not gone unnoticed and has been recognized on local and national levels."

5. **General Manager's Notes for YTD Finances, as of April 30, 2021.** We are providing the following summary:

REVENUES AND CARGO THROUGHPUT:

- The Port's Total YTD Operating revenue for April 2021 is \$32.1 million, 1.3% or \$438K lower than the YTD April FY21 budget projection of \$32.5M.
- The total number of containers handled as of April 2021 is 49,355, which is 1.8% lower or 906 fewer containers than last year's April 2020 total of 50,261.

OPERATING EXPENSES:

- Overall YTD Operating expense, as of April 30, 2021, is \$29.1M, which is 6.5% lower than the YTD budget as of April of \$31.1M, or \$2.0M in YTD cost avoidances.

OVERTIME EXPENSE AND DIRECT LABOR REVENUE:

- Overtime YTD for Divisions involved in Operations is \$729,838, which is 2.9% or \$21K lower than YTD overtime budget of \$751,387. The overtime for April resulted in a decrease of 15% or \$18K compared to March, from \$125K in March to \$107,109 in April.
- Direct Labor reimbursement is \$1.9M, which is 1% or \$12K lower than the FY21 budget of \$1.9M. Here is the breakdown:

Direct Labor Revenue:	\$1,888,778
Operations Overtime:	\$ 729,838
Variance:	\$1,158,940

YTD OPERATING REVENUES MINUS YTD EXPENSES

- Operating revenues minus operating expenses resulted in an operating income of \$3.0 million. The final result for the month of April is a net loss of \$144K, after deducting net of Other Income/Expense totaling to a -\$3.1 million.

Other Financial Highlights, as of April 30, 2021.

- The debt service ratio of 1.51 is 21% higher than the Bond Indenture Debt service ratio requirement.
- Days Cash on Hand is 874 days, which is 75% or 374 days higher than the 500 days requirement of Moody's Rating agency.

DEBT SERVICE RATIO – APRIL 2021

Projected Annual Debt Service Coverage	1.51
Debt Service Coverage Requirement	1.25
Variance	0.26
% Above the Indenture Requirement	21%

6. **CSC Case No. 17-AA17T Anthony Sanders: Merit Hearing.** A Civil Service Commission Hearing, namely Anthony Sanders (port employee) v. Port Authority (management), was held on May 18, 2021. Charges against the employee include unlawful manufacture, distribution, dispensing, possession, or use of controlled substances while on the job or on the Authority's premises, including operating the Authority's equipment. The Port was represented by DGMA Luis R. Baza, assisted by Port in-house Counsel Attorney Christine Claveria, and held via Zoom. DGMO Dominic Muna and I also attended this merit hearing via Zoom. And, by a vote of 6-0, the CSC Commissioners voted in favor of management.
7. **Commercial Cargo Activity at Marinas is Prohibited.** We issued a public notice on May 25, 2021, reminding individuals that commercial cargo activity at the Hagåtña and Agat marinas is strictly prohibited and that the Port will continue to enforce this prohibition.

We subsequently issued the procedures to those who have inquired about legally engaging in commercial cargo activity. Here are the procedures to import or export commercial cargo at the Port Authority of Guam, as issued by the Port's Harbor Master Chris Flores:

NOTICE OF ARRIVAL FORM

Fill out a "Notice of Arrival" form and send it to the Harbor Masters Office email (hmo@portofguam.com) or hand it in personally.

PROCESS WITH A SHIPPING AGENT

If you desire a vessel agent, have your agent fill out the "Declaration of Acceptance of Agency ship" form, and they will do all the work for you. "NOA" form will secure a pier spot, date, and time for your operation. Include your manifest customs declaration form for import or export of cargo.

Prior to entry of Apra Harbor, you are required to contact the Harbor Masters Office on VHF channel 13 for traffic clearance.

PROCESS WITHOUT AN AGENT

If you don't attain an agent, stop by our Tariff office to prepay a predetermined amount for services (wharfage, line handling, entrance fee, stevedoring, equipment usage fee) and establish an account. You will have to fill out a 'Special Service Request' form for services. Include a copy of your NOA and manifest customs declaration form to determine your charges as per the Port Terminal Tariff.

TWIC CARD REQUIREMENT, IF BERTHED AT F-3

If you or your crew desire to step foot onto the pier, you will be required to obtain a TWIC ID card. You will need to email or personally supply copies of you and your crew's ID cards (Drivers license, TWIC ID) to Port Authority Police 24 hours in advance for clearance prior to you docking your vessel or anyone needing to enter the Port operations yard. Any vehicle used to enter the Port operations yard will require a \$1M insurance policy (inquire with Port Authority Police of policy requirements).

PRE-OPERATIONS MEETINGS

Pre operations meetings are scheduled every Monday and Friday at 10:30 am for vessel operation sequence, and it is beneficial to meet the operations personnel, Safety, Harbor Master personnel, and agents. An excellent opportunity to understand how operations are conducted.

FOR ADDITIONAL INFORMATION

The Harbor Rules and Regulations, Port Terminal Tariff, and Marina Rules and Regulations are all available on the Port website.

CONTACT INFORMATION

Please contact Mr. Christopher Flores, Port's Harbor Master at 477-8697 should you have any additional questions or concerns.

8. Yard Equipment Status Update:

DATE: 5/26/2021	ON HAND	OPERATIONAL
GANTRY	3	3
TOP LIFTERS	9	5
20T FORKLIFT	2	2
10T FORKLIFT	4	3
5T FORKLIFT	8	6
TRACTORS	23	14

9. **Update on Crane Removal Bid Process.** Bid awarded to GSY. The contract is currently under review by both GSY and the Port.
10. **PAG Tariff – Implementation of an interim tariff fee schedule for Vessel Planning.** We are in the process of implementing an existing tariff charge, which has never been implemented.

Terminal Tariff, Page 52, Item# 80, Labor Charge-Out Rates, provides hourly rates that include straight time, overtime, holiday, OT differential, holiday differential, and night shift differential for services billed under the labor charge out rate. Currently, the Vessel Planner and Tariff Technician Rate do not exist in the Tariff.

A Vessel Planner and Tariff Technician rate is needed for a special service request for manifest service or open entry. Because these rates don't exist, the Port currently assesses the Cargo Checker and Account Technician rate.

Vessel Planner was a change made to the cargo checker super users when the Navis system was implemented. Previously it was an accounting technician who would perform the open entry services. Due to the changes in personnel providing these services interim rate is recommended.

Based on the average rate per category, we added 30% overhead costs and a 10% profit to determine the following rates below:

	Straight Time	Overtime	Overtime Diff.	Holiday Diff.	Night Diff.
Vessel Planner	65.31	97.96	32.65	43.49	4.31
Tariff Technician	47.60	71.40	23.80	31.70	3.14

The General Manager can establish terminal Tariff; page 22, R-13, states, "Special services and interim rates for 6 months until sufficient cost data are available to establish a rate. Therefore, we recommend that the above interim rates for Vessel Planner and Tariff Technician be established to ensure the Port is charging accordingly for services provided and recovering its costs.

11. **JDE Enterprise One Financial Management System.** The Port's Enterprise One FMS Project went live last week! The new financial system is a more robust and technologically advanced system. The Project Team has spent months prepare for the live integration and it was a success. This new system will provide the port improved reporting capability and flexibility essential for making business-critical decisions. Congratulations to everyone involved in making this project a reality.

12. Acquisition and Installation of Surveillance Cameras at the Gregorio D. Perez Marina.

Three (3) long-range pan, tilt, zoom (PTZ) cameras have recently been installed at the Hagatna Marina. The cameras have been mounted on a 15-ft. pole, which was fabricated and erected by the PAG EQMR and Facilities personnel. These cameras, which have a 360° rotation, provide coverage of the marina and surrounding areas. With the installation of these cameras, the PAG has expanded its monitoring and surveillance capability beyond the Port facility. Port Police officers are now able to monitor activity at the marina from the Port Command Center, located here at Cabras Island. In addition, the system is capable of recording, retaining and if need be, extracting footage. This project further enhances the Division's real time ability to prevent, prepare for, respond to, and recover from incidents that may adversely impact this off-site asset. The contractor is G4S, funded by the 2016 Port Security Grant Program.

13. Association of Pacific Ports (APP). The Port Authority has been a member with the Association of Pacific Ports for over 20 years and is also a Regional Representative of the Executive Committee. APP is a trade and information association founded in 1913 as the Pacific Coast Association of Port Authorities (PCAPA) for the purpose of promoting increased efficiency and effectiveness of the ports of the Pacific. Programs of the APP are aimed at enhancing the technical and governance expertise of commissioners and other port officials through meetings, educational seminars, and the exchange of appropriate communications.

A virtual Executive Committee Board Meeting was held on May 4, 2021. During the meeting, discussions took place on the Association's finances including a 10-year trend showing an imbalance between operations and membership dues that has resulted in a slow draw-down on equity. Additional expense related to the executive management search, transition in executive directors, membership attrition that included five port members and eight associate members, and loss of revenue from the cancellation of two conferences, resulting in APP's deficit for this current fiscal year in the amount of \$50K. Proposed before the Executive Committee Members is to receive support in implementing a 75% levy on this year's membership dues and sponsorship commitment on APP's Conference scheduled for October 24-27, 2021.

Earlier today, we received information from APP that to date, over half of APP Port Members have confirmed their support of the membership levy. For the conference sponsorship, to date, APP has raised \$29,500. And for those port and associate members who have yet to respond, APP is confident that they will reach the goal of \$50K.

14. Proclamation Signing "Click It or Ticket." By way of invitation, the Port attended a Proclamation Signing in observance of the 2021 Click it or Ticket National Enforcement Mobilization Campaign held on May 12, 2021 via zoom. This year's Click It or Ticket campaign is being observed from May 17, 2021, to June 6, 2021, emphasizing High-Visibility Enforcement (HVE), a universal traffic safety approach designed to create deterrence and change unlawful traffic behaviors.

15. **Department of Youth Affairs Summer Youth Employment.** In anticipation of the upcoming DYA 2021 Summer Youth Employment Internship Program, the Port Authority will be hosting up to four summer youth employment participants tentatively scheduled to start on June 14, 2021. This program will allow selected youth to gain work experience and skills in the varying career paths at the Port.

16. **Grant Awards and On-going Grant Submissions.**

a. **EDA Grant Application.** On May 7, 2020, a letter was submitted to EDA addressing their inquiry on Port's administrative authority over the impacted area of the fuel pipeline connectivity project, which is still under review. The EDA grant award is in the amount of \$3.016M; EDA Share - \$2.41M (80% Cost Share). PAG Share - \$603K (20% Cost Share).

b. **Department of Agriculture Grant.**

1. **Harbor of Refuge (HOR)** - Planning will work with Procurement and Engineering to develop the project Scope and procurement planning stage. The MOU allows for significant improvements to HOR in installing a pump station, wastewater ejector pump, and mooring blocks.

2. **Agat Marina Dock B and Public Boat Ramp Repairs** - Amended MOU is being reviewed by the Attorney General's Office. Upon final approval by all parties, Guam Department of Agriculture will issue a Notice to Proceed to the PAG. Next steps: 1) The Port will follow up with DoAG on the status of the Amended MOU, and 2) Planning will work with procurement and engineering staff to develop the draft scope of work in the procurement planning stages. 3) Issuance of IFB.

c. **Gantry Crane Acquisition.**

1. **USDA Direct Loan.** Pre-Application is completed for a \$15M direct loan. PAG Planning Division met with USDA via Zoom to discuss the application. USDA is currently reviewing the pre-application before official submission by the PAG.

2. **EDA Grant. No new development.** A grant application is currently on hold pending the grant program to be submitted and advisement by EDA. The estimated cost is \$30M for two STS cranes, with the Port's share at \$15M.

d. **FEMA BRIC Grant Application – Rehabilitation and Upgrade of Port Wharves F1-F6. No new development.** The Governor's Office, through the GAR, has ranked the PAG's application as priority #1 for Guam. Currently waiting on FEMA's initial review findings. Grant Application is \$22,660,014.67 with a 75%/25% cost share.

- e. **MARAD Marine Highway Program – Guam/CNMI Joint Marine Route Designation and Equipment Designation Applications.** *No new development.* Both the route and equipment designation has been submitted to MARAD; currently awaiting review and decision.
 - f. **Office of Local Defense Community Cooperation (Formerly Office of Economic Adjustment – OEA) - \$1.5M grant award for the Port's Owner's Agent Engineer (OAE) Services.** The Memorandum of Agreement was signed by Governor Leon Guerrero on May 12, 2021. The OLDCC awarded the Port \$1.5M to continue its efforts to modernize the Port of Guam. An OAE Services RFP is currently in the procurement process.
 - g. **MARAD Infrastructure for Rebuilding America (INFRA) Grant Program.** *No new development.* Currently waiting on MARAD's review/decision on PAG's application submitted March 19, 2021, competing for \$8,380,625.00 (Cost Share: Fed 60%/PAG 40%) for ground improvements to F4 thru F6, which includes assessment and soil stabilization. The INFRA program provides financial assistance to jurisdictions' capital improvement projects, highway and freight projects that enhance transportation movement on land and sea.
 - h. **Port Security Grant Program.** On May 13, 2021, PAG submitted its application on the Non-Disaster grant for the following Investment Justifications:
 - a. Acquisition of Radar Intrusion and Vessel Tracking System
 - b. Acquisition of Transportation Worker Identification Credential (TWIC) SystemGrant application amount is \$488,334.25 (Cost Share: Fed 75%/ PAG 25%).
17. **Port Revenue Bonds Project Status.** As of May 21, 2021, 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. 2021-05 Relative to adopting and implementing a uniform notice of area availability (NOAA) application process for proposals and interests in port property by the general public.** Director Harris made motion to approve Resolution No. 2021-05 relative to adopting and implementing a uniform notice of area availability (NOAA) application process for proposals and interests in port property by the general public, seconded by the Vice Chairman. Motion was unanimously approved.

2. **Resolution No. 2021-06 Relative to adopting and implementing Board policy on records management at the Port Authority of Guam.** The Vice Chairman made motion to approve Resolution No. 2021-06 relative to adopting and implementing Board policy on records management at the Port Authority of Guam, seconded by Director Koki. Motion was unanimously approved.

3. **Board Policy Memorandum No. 2021-01 ACH Transfer Policy.** The General Manager mentioned that the policy memorandum presented before the Board is to establish procedures for the disbursement of funds through a safe, secure, efficient, and economical method by way of electronic funds transfer - automated clearing house (ACH), other than paper check payments and collections. Director Koki made motion to approve Board Policy Memorandum No. 2021-01 Automated Clearing House (ACH) Transfer Policy, seconded by the Vice Chairman. Motion was unanimously approved.

4. **Property Lease Relates: SPPC, Hanson Permanente Cement & Mobil Oil Guam.** The General Manager said the Board at its prior meetings had approved the rates sublease agreements for South Pacific Petroleum Corporation, Hanson Permanente Cement and Mobil Oil Guam. The sublease agreements were then routed to the Office of Attorney General for further review. It was then recommended that although the rates have been approved for the sublease agreements of said leases, the preferred action by the Attorney General's office to be made by the Port Authority Board of Directors is the approval of the lease terms.

Director Harris made motion to approve to accept South Pacific Petroleum Corporation's exercised option to extend its sublease agreement with the Port Authority for the successive 4th option term of the seven 10-year option, effective January 1, 2021 to January 1, 2031 for Parcel 2, Lot 3A with a rental rate of \$226,363.91 annually. Motion was seconded by Director Koki and was unanimously approved.

Director Harris made motion to approve to accept South Pacific Petroleum Corporation's exercised option to extend its sublease agreement with the Port Authority for the successive 4th option term of the seven 10-year option, effective October 1, 2019 to October 1, 2029 for Parcel 1, Lot 2 with a valuation rate of 14.5% increase. Motion was seconded by the Vice Chairman and was unanimously approved.

Director Harris made motion to approve to accept Hanson Permanente Cement of Guam Inc.'s exercised option to extend its sublease agreement with the Port Authority for the successive 4th option term of the seven 10-year option, effective January 14, 2021 to January 14, 2031 for Cabras Lot 5/6 with an annual rate of \$196,940.00. Motion was seconded by Director Koki and was unanimously approved.

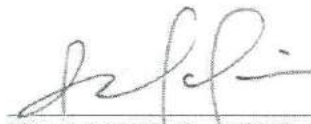
Director Harris made motion to approve to accept Mobil Oil Guam Inc.'s exercised option to extend its sublease agreement with the Port Authority for the successive 4th option term of the seven 10-year option, effective March 4, 2021 to March 4, 2031 for Cabras Lot 3B

with a valuation rate of 14.5% increase. Motion was seconded by Director Koki and was unanimously approved.

5. **Rent Deferment Program.** The General Manager said on June 9, 2020 meeting, the Board of Directors approved a rent deferment program for Port commercial tenants from March 1, 2020 thru August 31, 2020 who have been negatively impacted by the Covid-19 pandemic. Since then, the Port had eight (8) commercial tenants on this program that remits the current monthly rent plus one-half of the first deferred monthly rent beginning the 7th month and continues until the total deferred amount has been paid. Although this has provided some relief to the tenants, the Port has received letters from some of the tenants expressing their continued difficulties and hardships with their operations and request for the Port to continue with the rent deferment program. Based on this, Board action is being requested for the rent deferment program to be extended beyond August 31, 2020 as this will allow management to continue to work with these tenants on a payment arrangement until their account is in good standing with the Port. Director Harris made motion to lift the expiration date of the rent deferment program and authorize management to continue the program. Motion was seconded by the Vice Chairman and was unanimously approved.

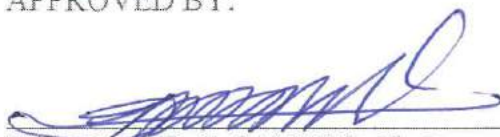
VII. ADJOURNMENT

There being no further business to discuss, it was moved by Director Koki and seconded by the Vice Chairman to adjourn the meeting at 3:53 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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General Manager's Report for Board of Directors
June 22, 2021

1. COVID-19 Vaccination Dashboard.

- Fully vaccinated - 234 or 68% of 344 total Port employees
- Port Employees who received 1st dose: 38

Note: These thirty-eight (38) Port employees are scheduled to receive their second dose next week. If all thirty-eight (38) employees receive their second dose, the Port will be 79% vaccination rate.

2. COVID-19 Vaccination Outreach Clinic Held on June 2, 2021. Seventy-eight (78) individuals were vaccinated. This included port employees, port tenants, our industry partners, and their families.

The second COVID-19 Vaccination Outreach Clinic is scheduled as follows:

- June 30, 2021, from 6:30 am through 9:00 am (or while supplies last).
- Location: Formally Port Clinic. Drive-thru and Walk-ins.
- Vaccinations: Pfizer 12-year-old and up; Moderna 18-year-old and up; Johnson & Johnson.

This Covid-19 Vaccination Outreach Clinic is open to Port and Customs employees, Port tenants, their family members; basically, this is open to the general public.

3. A Port Employee Tests Positive for COVID-19. On June 2, 2021, a Port employee tested positive for COVID-19. The Port's Contract Tracing Team immediately identified forty-three (43) potentially close contacts and worked with Public Health to schedule testing. Ms. Frances A. Cepeda, Acting Personnel Services Administrator, notified Public Health to schedule covid testing for all potential exposures.

We are happy to report that the additional forty-three (43) Port employees tested negative. This Port employee who contracted the coronavirus is cleared by Public Health and has since returned to work.

- 4. CSC Post Audit Staff Investigation; Complainant Senator Telena Nelson.** The Guam Civil Service Commission unanimously ruled on June 15, 2021, that the Port Authority of Guam complied with all rules and laws when they hired employees who had criminal convictions.

The ruling came after the CSC Board of Commissioners voted 5 to 0 to adopt the Post Audit Staff Investigation Report affirming the following:

- That the Port Authority of Guam (PAG) followed their Personnel Rules and Regulations in their hiring practices and procedures pursuant to Prohibition: Convicted Felons and Prohibition for Sex Offenders;
- That the PAG's hiring practices for employees who disclosed a criminal conviction on their Suitability Determination (SD) form that were hired in Fiscal Years 2017 through February 2021 is pursuant to applicable rules, regulations, and law; and
- Considering that the information obtained for this Post-Audit was extracted from PAG's employee personnel files, which is confidential, no names shall be disclosed, considering there were no actual violations of 4GCA §4203.1 and 4GCA §4203.3.

The CSC Post Audit was the result of a complaint filed by Senator Telena C. Nelson on January 28, 2021, requesting the CSC's Board of Directors "to conduct a Post Audit into the hiring practices utilized by the PAG and to confirm whether these practices are in accordance with the laws of Guam and the rules and regulations of the Government of Guam. Specifically, to conduct a Post-Audit of employees with any criminal conviction hired by the PAG in Fiscal Years (FY) 2017 through February 16, 2021, and any document or recorded information from the Port Authority relative to the justification of hiring employees with any criminal history."

We have maintained that these allegations are baseless and cooperated fully with the CSC. At the recommendation of former General Manager and current Senator Joanne Brown that this Post Audit go all the way back to 2010 also to cover the hiring practices of former General Manager and current Senator Mary Torres, we willingly submitted to the CSC and the legislature every single employee who was hired at the PAG from FY2010 to present and welcomed the additional scrutiny.

We would like to thank the Civil Service Commission for their Post Audit findings which revealed that the Port Authority of Guam did not violate any rule or statute of 4GCA §4203.1 and 4GCA §4203.3.

- 5. Port Authority Citizen-Centric Report.** The Port's FY2020 Citizen-Centric Report, published on June 8, 2021, provides the public with a performance review of the Port's operations and its finances. This annual report also gives an overall general outlook of the Port's future.

The Port's Citizen-Centric Report shows that despite the impact from the pandemic, containers handled during FY20 resulted in an increase of 0.2% as compared to FY19. The Port saw a decrease in the total operating revenues of 1.1%, which is within the fluctuation of revenues in a normal condition and a significant revenue loss. And, even with the global crisis and an increase in cargo, the Port employees moved those cargo containers faster than the previous fiscal year.

The Report also includes information on the Port's organizational climate survey that invited employees to speak their truths about working at the agency. Three hundred seventeen (317) out of Three Hundred Fifty-Six (356) personnel submitted a response which is an 89% response rate. The results showed overwhelming positive results in the areas of job satisfaction and revealed that employees believe that morale is at an all-time high.

- 6. General Manager's Notes for YTD Finances, as of May 31, 2021.** We are providing the following summary:

REVENUES AND CARGO THROUGHPUT:

- The Port's Total YTD Operating revenue for May 2021 is \$36.7 million, 1.4% or \$521K lower than the YTD May FY21 budget projection of \$37.2M.
- The total number of containers handled as of May 2021 is 56,158, which is 1.1% lower or 637 fewer containers than last year's May 2020 total of 56,795.

OPERATING EXPENSES:

- Overall YTD Operating expense, as of May 31, 2021 is \$33.1M, which is 7% lower than the YTD budget as of May of \$35.6M, or \$2.4M in YTD cost avoidances.

OVERTIME EXPENSE AND DIRECT LABOR REVENUE:

- Overtime YTD for Divisions involved in Operations is \$859,296, which is 0.1% or \$568.00 lower than YTD overtime budget of \$858,728. The overtime for May resulted in an increase of 19% or \$20K compared to April, from \$107K in April to \$127K in May.
- Direct Labor reimbursement is \$2.1M, which is 9% or \$205K lower than the FY21 budget of \$2.3M. Here is the breakdown:

Direct Labor Revenue:	\$2,152,279
Operations Overtime:	<u>\$ 859,296</u>
Variance:	\$1,292,983

YTD OPERATING REVENUES MINUS YTD EXPENSES

- Operating revenues minus operating expenses resulted in an operating income of \$3.5 million. The final result for the month of May is a net loss of \$123K, after deducting net of Other Income/Expense totaling to a -\$3.6 million.

Note: The YTD Net loss is \$123 thousand. -\$3.6 is net balance of Other Income and Expense which is composed of Interest Income, Interest Expense, Federal Reimbursements, Federal Expenses, Retirees COLA, Supplemental, Medical and Dental, and Other Non-Operating Income & Expenses.

Other Financial Highlights, as of May 31, 2021.

- The debt service ratio as of May is 1.56. This is 25% higher than the Bond Indenture Debt service ratio requirement.
- Days Cash on Hand is 883 days, which is 77% or 383 days higher than the 500 days requirement of Moody's Rating agency.

DEBT SERVICE RATIO – MAY 2021

Projected Annual Debt Service Coverage	1.56
Debt Service Coverage Requirement	1.25
Variance	0.31
% Above the Indenture Requirement	25%

- 7. General Manager's Directive to Include the Practical Portion of Interview for ALL Certified Positions.** We have reinstated the skills assessment test, and the first use of our continued standard of excellence was for the Crane Operator position. We discovered that this practice ceased more than ten years ago, and for example in the case of the crane operator, individuals applying for this position and other positions requiring certifications were evaluated and hired based solely on information provided on the employment applications and accompanying certifications submitted. As done with all government agencies, applications are rated and an eligibility list is established. Interviews take place and the most qualified applicant is selected and the position is then filled accordingly.

On May 17, 2021, three positions for Crane Operator were filled in-house. But unlike previous practice, we reinstated the skills assessment test to help management evaluate the practical competence of the five job candidates. This portion of the interview process took place on April 30, 2021 with a panel of five raters evaluating each candidate on their ability to operate the gantry crane. Candidates were given the opportunity to showcase their skills in moving a 20-foot and 40-foot container. With the practical assessment test, we actually see if the individual has the required skills to perform the job successfully.

Skill assessment tests are commonly used by many employers in the hiring process to narrow down their list of candidates and to make well-informed, data-backed decisions regarding recruitment, training, and promotion of job candidates and employees. The nature of work for crane operators includes operating the cargo handling gantry crane and other related equipment for transporting containerized and breakbulk cargo between vessels and the terminal facilities within the Port compound. Crane operators must possess excellent depth perception, hand-eye coordination and must be able to sit in tight spaces for a long period of time. They must have knowledge of the standard method, practice and techniques involved in the operation of cargo handling cranes and related equipment, as well as understanding the Port's traffic and safety regulations. Of utmost importance is the crane operator's ability to work safely as the job requires them to climb high ladders and work in places more than 120 feet high. Cargo must be handled with care to avoid damage to items being shipped and to the equipment itself.

Employees in the Operations Division have been undergoing cross training within the Transportation, Terminal and Stevedoring sections. It is our goal to arrange as much cross training as possible to allow employees the most opportunity to develop their skills and qualify for higher positions. Recent promotions came from the batch of employees who completed the 40 Hours Gantry Crane Certification and on the job training which took place last August 2020.

We extend our congratulations to Christopher Waki, Frank Cepeda, Jr., and Jonathan Blas for being selected as a Crane Operator.

8. **Application of U.S. Department of Labor Rules in Defining Exempt and Non-Exempt Positions.** On August 23, 2004, Governor's Executive Order 2005-28 took effect and listed all bona fide exempt positions in the executive, administrative, professional, and other categories with the Executive Branch. All supervisors with the Port were identified in the executive order as exempt. Through the guidance of the U.S. Department of Labor, Wage & Hour, tests were conducted to determine if first-line supervisors were exempt. Their review found that certain supervisory, administrative and professional positions were found to be non-exempt.

On March 14, 2012, the Assistant District Director of U.S. Department of Labor & Wage Division conducted an orientation with Port supervisors and managers regarding the revised regulations of the Fair Labor Standards Act. Based on the orientation, Port was advised to conduct the tests to determine if the non-exempt positions previously identified continue to be non-exempt status.

However, before the Port's Human Resources (HR) staff could finalize their review, the former General Accounting Supervisor for Expense in 2012 or early 2013 converted those non-exempt positions back to exempt positions. Since then, employees occupying these positions have been paid straight time status for actual hours worked over 40 hours of straight time. In 2013, HR staff completed its review and presented their findings to the former General Manager, and unfortunately no action was taken to provide for fairness, parity and the proper implementation of the Governor's Executive Order 2005-28.

On June 2, 2021, HR staff presented their findings to me and provided an updated listing of exempt and non-exempt positions for approval. We immediately approved the listing and informed ALL division heads of this change, noting that this change will be implemented prospectively.

9. **On-going Efforts to Support Custom's Mandate to Secure Our Borders.** We issued a public notice May 25, 2021, reminding all vessel operators that commercial cargo activity at the Hagåtña and Agat marinas is strictly prohibited and that the Port will continue to enforce this prohibition.

On May 28, 2021, we met with those vessel operators who are engaging in this type of commercial cargo activity from the Hagåtña marina to Rota. During this meeting, we discussed the treacherous waters they would encounter if they are traversing their vessels from Hagatna marina to Apra Harbor and then to Rota. A discussion centered on the Port's new implemented processes to allow commercial activity on a temporary basis to occur at the Hagåtña marina.

Following this meeting, we held another meeting with Port Police, Customs & Quarantine Agency, Guam Police Department Marine Division and U.S. Coast Guard, as well as the Port's Harbor Master and Commercial Division. We all agreed that commercial cargo activity will be allowed, at least for the time being, provided certain processes are followed by these vessel operators. We are all currently reviewing a draft policy.

Our collective efforts are two-fold: One is to secure our borders from any potential drug and human trafficking, in this case between Rota and Guam, and to provide for the safety of everyone who uses the Port's Marinas.

10. **RWUMP Requirement.** We were recently advised by the Department of Parks and Recreation (DPR) that the Port's watersport's tenants would need to obtain a Recreational Water-Use Management Plan (RWUMP) permit. This permit is issued by DPR. We then issued a notice of this requirement to our tenants, informing all of them that they must secure a RWUMP permit in order to operate jet skis, or similar watercraft equipment within Apra Harbor. We are working with Port tenants, as well as DPR to ensure compliance.

11. Harbor Rules and Regulations. The Harbor Rules and Regulations were last updated in 2001. The need to update is advisable, as some laws have changed, or need to be inserted.

Certain commercial vessel requests, or watersport activities have become more popular, which are non-existent, or not clearly defined in the rules and regulations; therefore, requiring a set of rules for operating in Outer Apra Harbor to protect the marine environment, and to create a safe operating condition for all who utilize Port Authority owned waters.

Some examples of commercial vessel requests include: in-water hull cleaning, propeller and sea chest cleaning, pest fumigation, and vessel stack scrub and washing. Certain operations pose a marine environment threat that are prohibited, or require clearance from local and federal agencies, and are clearly not stipulated in the rules and regulations.

Currently, we are working on permitting fishing, swimming, and other recreational activities in Outer Apra Harbor and have found that some of these activities are not clearly defined or areas designated.

The typhoon condition of readiness for the government and Guam is addressed, but the U.S. Coast Guard port heavy weather condition is not, which have some variant differences in conditions of readiness and requirements for commercial vessels, and port authority operations.

In coming across these issues, it is evident that the rules and regulations need to be updated. We plan to look into each section carefully, make notes on needed updates or possible changes, and create a draft for initial review.

12. Port Employee Photo Contest. For the first time ever, the Marketing Division held a photo contest open to all employees which ran from March 1, 2021 to April 30, 2021. Employees were invited to enter photos taken within any area of the Port for a chance to win a cash grand prize and to have their photos utilized for various Port publications.

Eleven employees entered the contest and more than 30 photos were submitted for judging. This contest brought out hidden talents and skills possessed by our employees. The team of judges tasked to make the difficult selection of the winning photos included General Manager Rory J. Respicio, Deputy General Managers Dominic G. Muna and Luis R. Baza, and Corporate Services Manager Vivian C. Leon.

On June 18, 2021 the Port Employee Photo Contest Awards Ceremony was held where all participants were presented with a Certificate of Participation. Certificates were awarded for First, Second and Third Place and the First Place winner was awarded with a \$200 cash prize donated by PAGGMA.

Congratulations to the winners which included:

- First Place - Ronnie Sablan Jr. - Crane Operator
- Second Place - Frankie Cruz - Transportation Supervisor
- Third Place - Christopher Aguiqui - Winch Operator

13. Grant Awards and On-going Grant Submissions.

- a. **EDA Grant Application.** On June 10, 2021, the Port received the grant award notification from EDA on its fuel pipeline connectivity project. In acceptance of the award, the Port submitted the following required documents to EDA: 1) ACH Vendor Payment Enrollment Form (required for EDA funding drawdowns), 2) Form CD-450 (Acceptance of award and acknowledgement of award conditions), and 3) Port Planning, Engineering, and Finance personnel certification of completion of EDA/OIG's Fraud and Abuse Training.

Project Cost Estimate:	\$3,016,363.00
Grant Award:	\$2,413,091.00 (80% Cost Share)
PAG Share:	\$ 603,272.00 (20% Cost Share)

b. **Department of Agriculture Grant.**

1. **Harbor of Refuge (HOR)** - Although the HOR drawings were finalized in 2015, the Port was advised by the Department of Public Works Building Inspector & Permits as well as the Port's Engineer Manager that the drawings will have to be recertified by the Engineering Firm or Engineer of Record (EoR). The drawings for the wastewater ejector pump station and storage was recertified by the EoR, N.C. Macario & Associates. As for the proposed demolition and repair plans of the mooring system and anchor block, the EoR is reviewing the drawings. Hence forward, project updates will be reflected on the FY 2021 Grant/Bond Strategy - Monthly Update.

Next Steps:

- 1) Planning will follow up with the EoR for the recertification of the mooring system and anchor block drawing.
- 2) Planning will submit procurement documents in preparatory for the procurement meeting.
- 3) Issuance of IFB.

The MOU allows for significant improvements to the HOR in installing a pump station, wastewater ejector pump, and mooring blocks.

The Guam DoAG grant award is in the amount of \$776,684.50; FWS Share-\$621,347.60 (75% Cost Share). PAG Share - \$155,336.90 (25% Cost Share).

2. **Agat Marina Dock B and Public Boat Ramp Repairs** - Amended MOU is being reviewed by the Attorney General's Office. Upon final approval by all parties, Guam Department of Agriculture will issue a Notice to Proceed to the PAG. The scope of work has been prepared and finalized by the Engineering staff and submitted to DoAG for their review and will be attached to the Amended MOU for their review and disposition. Hence forward, project updates will be reflected on the FY 2021 Grant/Board Strategy - Monthly Update.

Next Steps:

- 1) Planning will follow up with DoAG for the Amended MOU.
- 2) Planning will submit procurement documents in preparatory for the procurement meeting, and
- 3) Issuance of IFB.

The Guam DoAG grant award is in the amount of \$512,759 for the Dock B Repairs and \$40,000 for the Repair of Agat Marina's Boat Ramp Bumpers.

c. Gantry Crane Acquisition.

1. **USDA Direct Loan.** Pre-Application is completed and revised for the fabrication and installation of Two (2) Ship-to-Shore Gantry Cranes for a proposed amount of \$30M direct loan.

Next Steps:

- 1) Pre-application will be submitted to the state office before the end of the month.
- 2) Pre-application will be reviewed by the state office.

2. **EDA Grant. *No new development.*** A grant application is currently on hold pending the grant program to be submitted and advisement by EDA. The estimated cost is \$30M for two STS cranes, with the Port's share at \$15M.

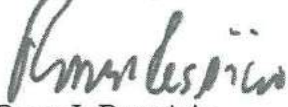
- d. **FEMA BRIC Grant Application - Rehabilitation and Upgrade of Port Wharves F1-F6. *No new development.*** The Governor's Office, through the GAR, has ranked the PAG's application as priority #1 for Guam. Currently waiting on FEMA's initial review findings. Grant Application is \$22,660,014.67 with a 75%/25% cost share.
- e. **MARAD Marine Highway Program - Guam/CNMI Joint Marine Route Designation and Equipment Designation Applications. *No new development.*** Both the route and equipment designation has been submitted to MARAD; currently awaiting review and decision.
- f. **Office of Local Defense Community Cooperation (Formerly Office of Economic Adjustment - OEA) - \$1.5M grant award for the Port's Owner's Agent Engineer (OAE) Services.** RFP No. PAG-021-003 was published in PDN and PAG website on June 16, 2021. Deadline for RFP submittal is Wednesday, July 7, 2021 no later than 4:00 pm Deadline for Questions and Concerns is Friday, June 25, 2021, no later than 4:00 pm.
- g. **MARAD Infrastructure for Rebuilding America (INFRA) Grant Program. *No new development.*** Currently waiting on MARAD's review/decision on PAG's application submitted March 19, 2021, competing for \$8,380,625.00 (Cost Share: Fed 60%/PAG 40%) for ground improvements to F4 thru F6, which includes assessment and soil stabilization. The INFRA program provides financial assistance to jurisdictions' capital improvement projects, highway and freight projects that enhance transportation movement on land and sea.
- h. **Port Security Grant Program. *No new development.*** On May 13, 2021, PAG submitted its application on the Non-Disaster grant for the following Investment Justifications:
 1. Acquisition of Radar Intrusion and Vessel Tracking System; and

2. Acquisition of Transportation Worker Identification Credential (TWIC) System.

Grant application amount is \$488,334.25 (Cost Share: Fed 75/PAG 25)

14. **Port Revenue Bonds Project Status.** As of June 18, 2021, 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

2018 Port Revenue Bonds Status Report
As of June 18, 2021

Bond Project	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT IFB/RFP/PO Number	Status
Rehabilitation of "H" Wharf (Federal Share & Port Share)	\$10,000,000.00 \$13,774,255.00	\$0.00 \$666,666.85	\$10,000,000.00 \$13,107,588.15	PO No. 16332-OF for Coral Relocation at \$482,700.00 to WSP awarded on February 18, 2020. PO No. 17043-OF for \$2,249,945.54 awarded to GHD Inc. for CM Services. Change Order No. 1 PO No. 17159-OF for \$198,140.16 Total - 2,448,085.70	Draft IFB procurement packet for the construction phase is pending review by CM Services contractor GHD. Additional reports provided to GHD for their review of the design. Status Quo. Anticipated Completion Date: 08/2023
Golf Pier Repairs and Improvements	\$2,000,000.00	\$354,876.53	\$1,645,123.47	RFP No. 2019-02: A&E Design for \$484,000.17 awarded to NC Macario	Requisition 19199-OC has been submitted by Engineering. Initial Procurement Planning meeting held on June 4, 2021. Procurement packet under development. Anticipated Completion Date: 09/2022
Waterline Replacement and Relocation	\$6,000,000.00	\$277,801.71	\$5,722,198.29	RFP No. 2019-03: A&E Design for \$1,406,427.48 awarded to NC Macario	Initial Procurement Planning meeting held on June 4, 2021. Procurement packet under development. Anticipated Completion Date: 12/2022
EQMR Building Repairs and Upgrades	\$3,628,800.00	\$395,333.19	\$3,233,466.81	RFP No. 2019-03: A&E Design for \$1,406,427.48 awarded to NC Macario	Procurement Planning meeting tentatively scheduled to take place the week of June 21, 2021. Anticipated Completion Date: 12/2022
Warehouse 1 Repairs	\$2,000,000.00	\$395,333.19	\$1,604,666.81	RFP No. 2019-03: A&E Design for \$1,406,427.48 awarded to NC Macario	Requisition 19492-OC has been submitted by Engineering. Procurement Planning meeting tentatively scheduled to take place the week of June 21, 2021. Status Quo. Anticipated Completion Date: 12/2022
Other Priority Projects - Repair of F-1 Fuel Pier - Repair of F-3, F-4, F-5, and F-6 waterfront facilities - Upgrade of the Port's IT system and integration of TOS	\$4,980,745.00	\$0.00	\$4,980,745.00		1. The PAG is currently awaiting review/approval on its Hazard Mitigation Grant Program grant application submitted to FEMA's Building Resilient Infrastructure & Communities (BRIC) grant program. The project name is PAG Wharves Service Life Extension - Hardening of F1 - F6 in the amount of \$22,660,014.67. Status Quo. 2. Work is ongoing for TOS Cloud option. Pending appropriate documentation from third party vendor.
Other Priority Projects - EnterpriseOne Financial Management System New Admin. Annex Building	\$2,500,000.00 \$10,445,000.00	\$1,304,408.43 \$0.00	\$1,195,591.57 \$10,445,000.00		E1 went live on May 18, 2021. There will be a 2 year system support by Oracle. Project is currently working on E1 enhancements and a continuation of job costing. Three draft layout options for the Admin Building has been completed by the PAG's OAE and is being reviewed by Management. No decision on which option has been selected as of this report. Status Quo.
Grand Total	\$55,328,800.00	\$3,394,419.90	\$51,934,380.10		



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

**Port Authority of Guam
Board of Directors Regular Board Meeting
June 22, 2021**

**Executive Summary
Invitation to Bid IFB-021-004**

Repair of Concrete Cracks and Spalls the PAG Container Freight Station Building

PURPOSE: Request the Board of Directors to approve the award to Propacific Builder Corporation for IFB-PAG-CIP-021-004 Repair of Concrete Cracks and Spalls the PAG Container Freight Station (CFS) Building.

BACKGROUND:

On Friday, April 30, 2021, an Invitation for Bid (IFB) was issued and published in the Guam Daily Post. The IFB was to solicit qualified companies/firms to provide services to repair all concrete spalls and cracks related to the walls, roof, ceilings, beams and concrete columns of the CFS Building. Sixteen (16) Companies registered and downloaded IFB packets from the port's website, while only two (2) companies participated in the bid opening. The bid opening date for the above referenced bid was May 25, 2021, in the Port Authority Board of Directors Conference Room.

During the bid opening process, a review of the required documents for bidding was reviewed for all bids submitted. It was determined that the responsible and responsive bidder with the lowest price was Propacific Builder Corporation, with a submitted bid amount of *One Hundred Ninety-Seven Thousand Seven Hundred Dollars and Zero Cents (\$197,700.00)*. A Notice of Intent to Award (NOIA) was sent to Propacific Builder Corporation on June 3, 2021, and acknowledged the same day. Propacific Builder Corporation has complied with the conditions of the NOIA and has provided Performance Bonding and Labor and Material Bond for this project. Both bonding certificates are currently secured and locked in the PAG Finance division safe. Additionally, Propacific has provided copies of all the required insurance coverages.

LEGAL REVIEW:

The necessary documents pertaining to this project have been forwarded, reviewed and approved by the Port's legal counsel on Thursday, June 10, 2021. Upon Board's approval, the contract will be routed for all parties to sign. When contract is fully executed, a pre-construction meeting will be scheduled where the Purchase Order and Notice to Proceed will be issued.

FINANCE REVIEW:

This project is made possible through Port funds.

RECOMMENDATION:

Management requests the Board of Directors' approval of this award to *Propacific Builder Corporation* for the *Invitation for Bid No.: IFB-PAG-CIP-021-004 Repair of Concrete Cracks and Spalls at the PAG Container Freight Station (CFS) Building*. Pro-Pacific Builders Corporation has been deemed to have met all the requirements and specifications set forth in the IFB, and is consistent with the Guam Procurement Regulations.



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

June 18, 2021

MEMORANDUM

To: Board of Directors

From: Rory J. Respicio, General Manager *Rory Respicio*

Subject: Proposed Projects to be funded by Federal Highway Administration (FHWA)

Hafa Adai! This memorandum is to provide you with an update on our ongoing efforts to seek funding from the Federal Highway Administration (FHWA) to fund FHWA-eligible Port projects. Our efforts are coordinated with Governor Lou Leon Guerrero and Director Vince Arriola of the Department of Public Works (DPW). We began these discussions as early as December 1, 2020, when we requested DPW to consider utilizing remaining FHWA Section 1934 Program funds from the seawall project to fund two projects as follows:

1. Expansion of Route 11 Auto Lot with the additional access point from the Public Cargo Terminal; and
2. New shared entrance driveway for access to Customs Inspection Facility and Port Truckers Lot from Route 11.

Subsequently, on January 13, 2021, DPW requested us to submit the proposed design concepts for the two projects, the definition of the scope of work, and the project cost breakdown by phase (design and construction). Such documents were submitted to DPW on January 22, 2021. Then on June 15, 2021, DPW advised the Port of available funding in the amount of \$825,000 for these two projects; however, Port must cover any shortfalls if any shortfalls exist.

We also discussed with Director Arriola the Route 11 related work, which was not part of the Hotel Wharf and Access Road Maintenance and Repair project. This section of Route 11 is located at the cross intersection of Cabras Industrial Park up to Area A Tank Farm. Director Arriola also informed us that FHWA might fund this portion of the road. The cost estimate of \$3 million is only for the Route 11 asphalt-cement pavement and the aggregate base course for the roadway. They said they would fund the costs for bid documents repackaging, environmental documentation and approvals, if needed, permitting, construction management, and the actual construction of the Route 11 roadway.

DPW is currently preparing the Memorandum of Agreement (MOA) between DPW, FHWA, and the Port. After the Memorandum of Agreement (MOA) has been executed, DPW will begin the design and environmental work with the support of the Port. Please note that these are all in a

Memo to Board of Directors

RE: Proposed Projects to be funded by Federal Highway Administration (FHWA)

June 18, 2021

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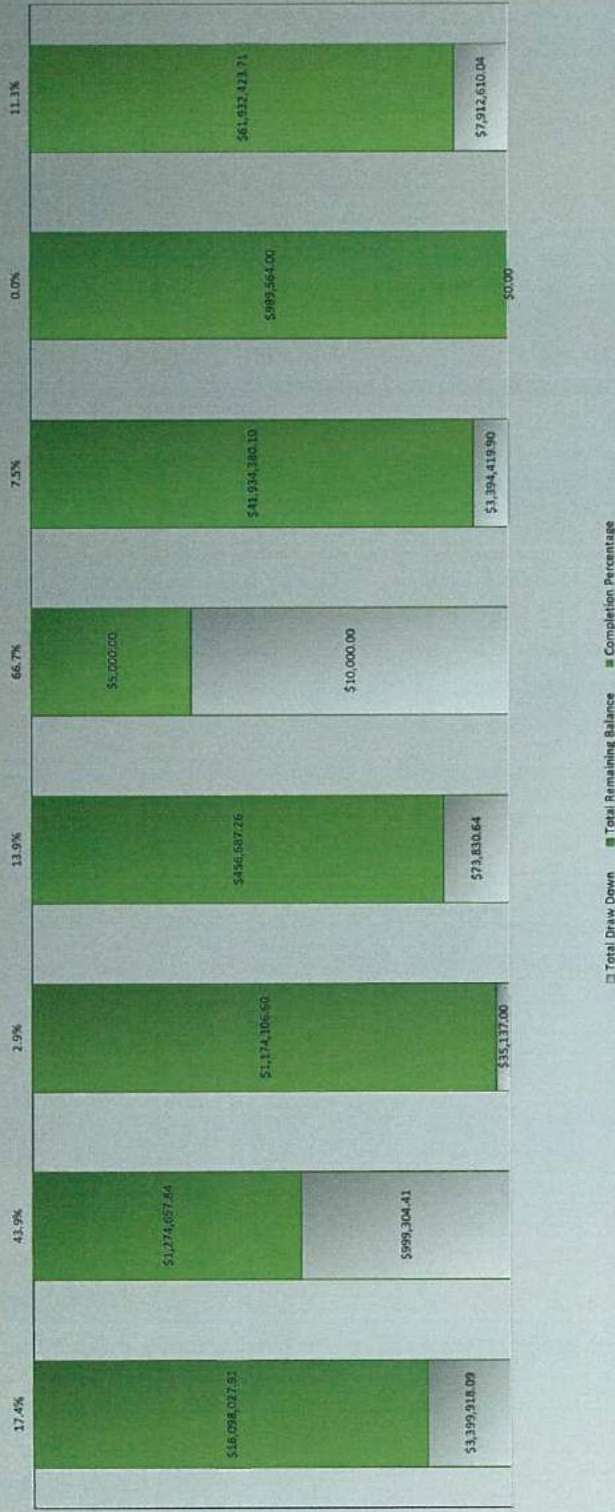
preliminary phase and in the interest of transparency and full disclosure to get Board support in order for us to move forward with these funding opportunities confidently.

In light of the above, I am requesting the Board's approval to authorize management to enter into an MOA, subject to our in-house counsel's review, with DPW and FHWA for the funding or partial funding of Route 11, as well as the expansion of Route 11 Auto Lot and new shared entrance driveway projects. Please note that the execution of this MOA will also commit that the Port will cover any shortfalls if any shortfalls exist. Our position remains that these are high-priority projects that the Port will have to do anyway, and any funding from FHWA will be well-received, and shortfalls will be covered through the continued prioritization of all Port CIPs, either funded by Port funds or through grant opportunities.

Essentially, we need this MOA to begin the design work and to determine the construction costs for these three projects. We will be sure to keep you updated on all stages of this effort. Your approval on this request is greatly appreciated. *Si Yu'os Ma'ase.*

FY 2021 Port Modernization Plan
Grant/Bond Strategy - Monthly Update
As of June 18, 2021

PAG Federal Grant/Loan & Local Funding Programs



Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	Completion Percentage	Status
Modernization	\$19,497,946.00	\$3,395,918.09	\$16,098,027.91	17.4%	
DTVA91G1600007 - Rehabilitation of "H" Wharf	\$10,000,000.00	\$0.00	\$10,000,000.00	0.0%	Draft IFB procurement packet for the construction phase is pending review by CM Services contractor GHD. Additional reports provided to GHD for their review of the design. Anticipated IFB announcement - June 28, 2021. Anticipated Completion Date: 08/2023
GR882-18-01 - Owner's Agent Engineer Support Services	\$900,000.00	\$888,847.40	\$11,152.60	98.8%	Funds fully encumbered. Final invoice received and currently being reviewed. Pending payment and drawdown.
GR882-19-04 - Owner's Agent Engineer Support Services	\$1,600,000.00	\$466,823.49	\$1,133,176.51	29.2%	The 2020 Master Plan update continues to progress through the collaboration between Management, Port Division Heads, and the Port's OAE. The Port's supplemental grant award of \$800,000.00 was recently modified to reflect the levels of efforts for each deliverable. The reprogramming of subtask budgets require no additional funding.
GR882-21-08 - PAG Construction Technical Oversight Services	\$1,500,000.00	\$0.00	\$1,500,000.00	0.0%	RFP NO. PAG-021-003 published in PDN and PAG website on June 16, 2021. Deadline for RFP submittal is Wednesday, July 7, 2021 no later than 4:00 p.m. Deadline for Questions and Concerns is Friday, June 25, 2021, no later than 4:00 p.m.

**FY 2021 Port Modernization Plan
Grant/Bond Strategy - Monthly Update
As of June 18, 2021**

Port Enterprise Fund - Port of Guam Construction Deficiencies and Equipment Purchases	\$2,844,530.00	\$2,034,247.20	\$810,282.80	Project 1 - PO No. 1557-OF for \$139,449.00 awarded to American Builder LLC Project 2 - PO No. 15589-OF 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 Morrigo Equipment LLC Project 5 - PO No. 16866-OF for \$195,844.55 awarded to ProPacific Builder Corp. Change Order No. 1 PO No. 17034-OF for \$25,000.00 Change Order No. 2 PO No. 17157-OF for \$78,000.00 Total Project 5 - \$298,844.55 Project 6 & 7 - IFB-PAG-003-21	\$2,413,091.00	\$0.00	\$2,413,091.00	Project 5 - Repair Remaining CMU Wall (Exterior and Interior) - Final Inspection of Change Order No. 2 completed on June 10, 2021. Final invoice has been submitted and is pending payment and subsequent drawdown. Project 6 - Acquisition of Additional Digital Cameras - On May 28, 2021, Amendment No. 1 was issued for IFB-PAG-003-21. Included in this amendment was an extension to the Bid Submission Deadline from June 7, 2021 to June 30, 2021. This change was in response to RFIs submitted by vendors. On June 11, 2021, a third site visit was held, also in response to RFIs. Project 7 - Upgrade Port's KANTECH Access Control and Web-Ready Security Management System - See Project 6.
07-79-07614 - F1 Pier to Golf Pier Fuel Connectivity Project	\$2,413,091.00	\$0.00	\$0.00		\$2,413,091.00	\$0.00	\$2,413,091.00	The PAG received the Notice of Award from the EDA on June 12, 2021.
D20AP00136 - Port Authority of Guam - Welding Shop	\$240,325.00	\$0.00	\$0.00		\$240,325.00	\$0.00	\$240,325.00	The NEPA process is ongoing. OIA has forwarded the Section 106 consultation letter to the SHPO on June 9, 2021.
Marinas	\$1,209,243.60	\$35,137.00	\$1,174,106.60		\$1,209,243.60	\$0.00	\$1,174,106.60	
F14AP00191 - Harbor of Refuge Repairs - 1. Repair Plan of Mooring System and Anchor Block - 2. Wastewater Ejector Pump Station and Storage Facility	\$56,484.60	\$0.00	\$56,484.60		\$56,484.60	\$0.00	\$56,484.60	Although the HOR drawings were finalized in 2015, the Port was advised by the Department of Public Works Building Inspector & Permits as well as the Port's Engineer Manager that the drawings will have to be recertified by the Engineering Firm or Engineer of Record (EoR). The drawings for the wastewater ejector pump station and storage was recertified by the EoR, N.C. Macario & Associates. As for the proposed demolition and repair plans of the mooring system and anchor block, the EoR is reviewing the drawings. Next Steps: 1) Planning will follow up with the EoR for the recertification of the mooring system and anchor block drawing. 2) Planning will submit procurement documents in preparatory for the procurement meeting. 3) Issuance of IFB. The MOU allows for significant improvements to the HOR in installing a pump station, wastewater ejector pump, and mooring blocks. The Guam DoAG grant award is in the amount of \$776,684.50; FWS Share - \$621,347.60 (75% Cost Share). PAG Share - \$155,336.90 (25% Cost Share).
F16AP00261 - Harbor of Refuge Moorage Repairs	\$200,000.00	\$11,895.00	\$188,105.00		\$200,000.00	\$11,895.00	\$188,105.00	See previous line item.
F17AP00486 - Harbor of Refuge Moorage Repairs	\$200,000.00	\$13,194.00	\$186,806.00		\$200,000.00	\$13,194.00	\$186,806.00	See previous line item.
F19AP00334 - Harbor of Refuge Moorage Repairs	\$200,000.00	\$10,048.00	\$189,952.00		\$200,000.00	\$10,048.00	\$189,952.00	See previous line item.

**FY 2021 Port Modernization Plan
Grant/Bond Strategy - Monthly Update
As of June 18, 2021**

F19AF01199 - Guam Fisheries Development: Construction of Agat Marina's Dock	\$512,759.00	\$0.00	\$512,759.00		Amended MOU is being reviewed by the Attorney General's Office. Upon final approval by all parties, Guam Department of Agriculture (DoAG) will issue a Notice to Proceed to the PAG. The scope of work has been prepared and finalized by the Engineering staff and submitted to DoAG for their review and will be attached to the Amended MOU for their review and disposition. Next Steps: 1) Planning will follow up with DoAG for the Amended MOU. 2) Planning will submit procurement documents in preparatory for the procurement meeting, and 3) Issuance of IFB. The Guam DoAG grant award is in the amount of \$512,759 for the Dock 8 Repairs and \$40,000 for the Repair of Agat Marina's Boat Ramp Bumpers.
F19AF01210 - Repair of Agat Marina's Boat Ramp Bumpers	\$40,000.00	\$0.00	\$40,000.00		See previous line item.
Port Security Grant Program	\$2,275,962.25	\$999,304.41	\$1,274,657.84		Project completed on May 21, 2021. Received invoice from G4S for \$31,800.00. Currently being processed for payment.
EMW-2016-PU-00523-S01 - Acquisition & Installation of Additional Cameras at Strategic Port Facilities	\$130,983.00	\$0.00	\$130,983.00	PO No. 17108-OS - G4S Security Systems Inc.	Project completed.
EMW-2016-PU-00523-S01 - Upgrade & Refurbishment of Existing Damaged Security Light Poles at Strategic Port Locations	\$356,412.00	\$356,412.00	\$0.00		Project completed.
EMW-2017-PU-00177-S01 - Maintenance and Sustainment Contract for Prime Power Generators	\$179,550.00	\$85,765.55	\$93,784.45	Year 1 - PO No. 16208-OS for \$75,207.00 Pacific Unlimited Inc. Year 2 - PO No. 16988-OS for \$75,207.00 Pacific Unlimited Inc.	Project ongoing. Second year option exercised.
EMW-2017-PU-00177-S01 - Refurbishment and Hardening of Load Center Buildings Housing Prime Power Generators	\$384,489.00	\$323,148.80	\$61,320.20	PO No. 16150-OF for \$314,450.00 to Murphy Enterprises Inc.	Project completed on January 31, 2021.
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	\$54,749.00	\$1,501.00		Project completed on August 2018.
EMW-2018-PU-00441-S01 - IDEN Technology Redundant Interoperable Communications System Monthly Service	\$94,944.00	\$57,763.55	\$37,180.45		Connect sold all its assets to ITE. ITE is now the service provider and support entity for the Port's IDEN Technology push to talk radios. Services ongoing.
EMW-2018-PU-00441-S01 - Maintenance and Sustainment Contract for FEMA-acquired AS&E ZBV Backscatter X-Ray Van	\$195,669.00	\$97,594.14	\$98,084.86	PO No. 16227-OF - American Science & Engineering 70,724.00.	Received invoices and recommendation for payment for the periods of January-April 2021. Currently being processed for payment. Reimbursement from Guam Customs for 25% cost share to be requested after payment is made.
EMW-2018-PU-00441-S01 - Replacement CCTV System Existing Analog Cameras with Digital IP Cameras	\$160,867.00	\$23,881.37	\$136,985.63	IFB-PAG-003-21	Multi-Step Bid IFB-PAG-003-21 announced on May 10, 2021. Mandatory site visits were held at the Port and Agat Marina on May 18-19, 2021. The current deadline for vendors to submit bids is June 30, 2021.
EMW-2019-PU-00295-S01 - Acquisition & Installation of Prime Power Generator & Components for Load Center 3	\$226,484.00	\$0.00	\$226,484.00	PO No. 17097-OS - Caterpillar, inc.	Pending acknowledgement of purchase order and delivery date from Caterpillar.
Port Security Grant Program 2021	\$488,334.25	\$0.00	\$488,334.25		Grant Application submitted. Pending review by FEMA. I# 1 - Acquisition of Radar Intrusion and Vessel Tracking System I# 2 - Acquisition of Transportation Worker Identification Credential (TWIC) System
Public Assistance	\$530,517.90	\$73,830.64	\$456,687.26		
4398DR - Typhoon Mangkhut #66352	\$530,517.90	\$73,866.64	\$456,651.26		Project is ongoing.

PORT AUTHORITY OF GUAM
CONTRACT SUMMARY 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	A1 - Guam WEBZ	Web Development, Hosting, Support and Maintenance Svcs	IFB-002-20	IT	3 years w/2 1 yr options	04/01/2020 to 03/31/2023 w/ 2 1yr options	03/31/25	03/31/23	Fees based on rates
2	AM Insurance	Insurance Coverages	GSA/PAG-020-17	Finance	5 years	10/01/2017 to 09/30/2022	09/30/22	09/30/21	Premium based
3	AM Insurance	Workers Compensation Coverages	IFB-PAG-008-19	Finance/Safety	3-years	3/20/20 to 3/19/23	03/19/23	03/19/23	
4	Matson	PMC for Gantry Cranes	RFP-020-005	EQMR					Currently in Cost Negotiations
5	Bank of Guam	Banking Services	RFP 020-004	Finance	5 years	5/14/21 to 5/13/26	05/14/26	05/14/26	Board approved 4/29/21
6		Management and Operations of Golf Pier	RFP-PAG-021-002	Commercial	5 years				Meeting w/Mobil 5/20/21
7	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
8	Pacific Human Resources, Inc.	Drug Free Workplace Program	RFP-020-003	Human Resources	Initial 3yr term with 2 add'l one year options, not to exceed 5 yrs	06/15/20 to 6/14/2023	06/15/25	06/15/23	
9		Real Estate Appraisal Services	RFP-021-004	Commercial	3yrs w/ 2 option				RFP submittal is June 25, 2021
10	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	09/20/21	Renewal option in progress
11	Trident Cross LLC.	Underwater Assessment & Inspection Services	IFB/PAG-006-20	HarborMstr	1 Year	08/20/20 to 08/19/21	08/19/21	IDIQ - Indefinite Quantity Bid	\$24,894.00
12	Tristar Terminal Guam	M & O of F-1 Fuel Pier Facility	RFP-019-004	Commercial	Active Procurement				CONTRACT DEVELOPMENT BY BOTH PARTIES
13		Environmental Consulting Services-SWPPP Compliance		Environmental					
14	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
15		OAE - Owner Agent Engineer	RFP-021-003	Planning	1 yr w/ 4 options NTE 5 yrs				Advertised June 16, 2021. RFP submittal is July 7, 2021
16	N.C. Macario & Associates	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

PORT AUTHORITY OF GUAM
CONTRACT SUMMARY 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)
17	N.C. Macario & Associates	A/E Design and Consulting Services EQMR, Warehouse No.1, Waterline Relocation	RFP 019-003	Engineering	Notice to Proceed issued Feb. 17, 2020	3 years w/2 options			Final drawings and design plans submitted
18	CMS for Hwharf	Construction Management Services	RFP 020-002	Engineering	Initial 2 years with 3 add'l One year options not to exceed 5 yrs	3/15/21 to 3/14/23	3/15/2025	3/15/2023	Contract signed 3/15/2021
19	Ledge Light Technologies Pacific	Information Technology Consulting Firm	RFP-021-001	IT	3 yrs with 2 add'l 1 yr options				pending board approval
CONSTRUCTION CONTRACTS									
No.	Consultant/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Term	Initial Term	Expiration After Options	Next Renewal Due Date	Annual Amount (Comments / Notes)
1	Propacific Builders	Repairs Crack and Spalling at CFS Building	IFB -21-004	CIP	180 days from NTP				\$197,000 currently pending board approval
2	Propacific Builders	Repainting of the PAG North CMU Wall phase II Project and Various Port Buildings	IFB 020-002	CIP	182 calendar days from NTP, CO1 approved for and addtl 14 days.				\$195,844.55 CO1 for an additional \$25k
3	Guam Shipyard	Supply and Install of Fendering system at F-3	IFB 021-001	CIP	243 calendar duty from NTP				\$297K NTP was issued
4	Guam Shipyard	Design Demolition of 5 inoperable Port Cranes and One Barge at F-6	MS IFB 021-002	CIP/EQMR	Pending the issuance of the 100% Performance, Labor and material Bonding				\$2,573,155.00 Contract routing for signature approvals

Port Authority of Guam
Active Project Status
Engineering Division

As of June 16, 2021

Fact Sheet No. 104

Project:	A/E Services for Golf Pier Repair
Project No.:	RFP-PAG-019-002
Project Amount:	\$484,017.13
Amount Paid to date	\$354,876.53 remaining balance of \$129,140.00 is to be paid as post design services.
Funding Source:	PAG Bonded Project
Designer:	N.C. Macario and Associates
Construction Manager:	TBD
Notice to Proceed to Designer	January 6, 2020
Design Completion:	Performed within 6 months (July 5, 2020)
Work Status:	Related documents such as Drawings, Specifications, Scope, Bid Schedule, Requisition Process, Determination of Need Letter were completed and were submitted to the Procurement as IFB Documentation.

Project	Golf Pier Repair and Improvements (Construction Phase)
Project No.:	IFB (TBD)
Project Amount:	TBD
Amount Paid to date:	N/A
Funding Source:	PAG Bonded Project
Contractor:	TBD.
Designer:	N.C. Macario and Associates
Construction Manager:	TBD
Notice to Proceed:	TBD
Project Completion:	TBD.
Work Status:	Procurement conducted a planning meeting with PAG Engineering, PAG Legal and Facility Maintenance that was held on June 4, 2021. Procurement to respond and submit Forms 12 and 14 for legal review prior to the preparation of the bid advertisement. On March 31, 2021, Bid documents including Drawings, Specifications, Editable Electronic Files, Scope of Work in PDF Format and the Determination of Need Letter were submitted to PAG Procurement. As per the Procurement Division, Project Requisition must be re-entered again into the new E1 JD Edwards System. Procurement Division can then enter into IFB Process.

Project:	A/E Services EQMR, WH I, Bldgs & Relocation of PAG WaterLine (Design Phase)
Project No.:	RFP-PAG-019-003
Project Design Fees:	\$1,406,427.48
Amount Paid to date:	\$1,187,186.76, Remaining Balance of \$219,240.72 is to be paid as post design services for all three design projects.
Funding Source:	PAG Bonded Projects
Designer:	N.C. Macario and Associates
Construction Manager:	TBD
Notice to Proceed to Designer:	February 17, 2020
Project Completion:	8 months (October 16, 2020 was the initial deadline. However, due to COVID, POP was extended to December 4, 2020) Project design was completed by December 4, 2020.

Work Status: drawings, bid documents including drawings, specifications, summary scope of work, determination of need and the bid schedule, and cost estimate were submitted to the Procurement Division.

Project Warehouse I Building Upgrades (Construction Phase)
Project No.: IFB (TBD)
Project Amount: TBD
Amount Paid to date: N/A
Funding Source: PAG Bonded Project
Contractor: TBD.
Designer: N.C. Macario and Associates
Construction Manager: TBD
Notice to Proceed: TBD
Project Completion: TDB.
Work Status: Bid Documents including Drawings, Specifications, Editable Electronic Files, Scope of Work in PDF Format and the Determination of Need Letter were submitted to PAG Procurement Division for IFB documentation. As per the Procurement Division, Project Requisition must be re-entered again into the new E1 JD Edwards System.

Project EQMR Building Upgrades (Construction Phase)
Project No.: IFB (TBD)
Project Amount: TBD
Amount Paid to date: N/A
Funding Source: PAG Bonded Project
Contractor: TBD.
Designer: N.C. Macario and Associates
Construction Manager: TBD
Notice to Proceed: TBD
Project Completion: TBD
Work Status: Bid Documents including Drawings, Specifications, Editable Electronic Files, Scope of Work in PDF Format and the Determination of Need Letter were submitted to PAG Procurement Division for IFB documentation. As per the Procurement Division, Project Requisition must be re-entered again into the new E1 JD Edwards System.

Project PAG Waterline Replacements (Construction Phase)
Project No.: IFB (TBD)
Project Amount: TBD
Amount Paid to date: N/A
Funding Source: PAG Bonded Project
Contractor: TBD.
Designer: N.C. Macario and Associates
Construction Manager: TBD
Notice to Proceed: TBD
Project Completion: TBD
Work Status: Procurement conducted a planning meeting with PAG Engineering, PAG Legal and Facility Maintenance that was held on June 4, 2021. Procurement to respond and submit Form 12 and 14 for the preparation to have a bid advertisement packet.
Bid Documents to include Drawings, Specifications, Bid Schedule, editable electronic files, PDF formatted files and the Determination of Need Letter were submitted to PAG

Procurement Division on Feb.12, 2021 for IFB documentation. As per the Procurement Division, Project Requisition must be re-entered again into the new E1 JD Edwards System.

Project:	New Administration Building
Project No.:	TBD
Project Amount:	TBD
Funding Source:	PAG Bonded Project-Pending
Contractor:	TBD
Construction Manager:	TBD
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Pending

Project:	Repainting of PAG North CMU Wall Phase II Project and Port Various Buildings
Project No.:	PAG-CIP-020-002
Project Amount:	\$298,844.55
Amount Paid to Date:	\$198,482.18
Funding Source:	MARAD
Contractor:	Pro Pacific Builders Corp. (PPBC)
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	November 16, 2020 (182) calendar days.
Project Completion:	6 months - (182) initial POP calendar days plus additional 44 days as extension per CO #1 and C.O. #2 (New Completion Date is June 28, 2021).

Work Status: On June 7, 2021, Pro -Pacific, PAG Engineering and Planning Division conducted a pre-final inspection of the project. Punch list items were identified in High Tower, Lower Tower, Old Gate House and Safety sign in LC buildings. On June 10, 2021 a Final Inspection with PPBC, PAG Engineering and Planning Division was conducted and all Identified Punch list items were corrected by the contractor PPBC and were approved by PAG Engineering and Planning Divisions. PPBC to submit all reports, close-out documents and final project billing for processing and closure prior to June 28,2021 deadline.

Project:	Renovation of Harbor Master Office
Project No.:	Request for Quotation
Project Amount:	\$59,497.00
Funding Source:	FEMA and PAG
Contractor:	Pro Pacific Builder Corp.(PPBC)
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	January 19, 2021
Project Completion:	May 18, 2021 (120) calendar days
Work Status:	As of April 26, 2021 ProPacific Builders Corp. completed this project and submitted the closeout documents and final Invoice was paid. Therefore, the project is now closed.

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Project:	Supply and Installation of New 24 Ea. Cylindrical Fendering System at F-3 and 10 Ea. New Rubber Leg Arch Fender at Wharf F-4 thru F-6
Project No.:	IFB. -PAG-CIP – 021-001
Project Amount:	\$298,259.00
Funding Source:	FEMA and PAG
Contractor:	Guam Ship Yard (Guam Industrial Services Inc.)

Construction Manager: PAG Engineering/CIP Division
Notice to Proceed: June 10, 2021
Project Completion: February 10, 2021
Work Status: PAG Engineering conducted a Pre-construction meeting with Guam Shipyard and Port's various Divisions on June 4, 2021. Discussed during this meeting, were the required documentations to include General Liability Insurance, work plan, phasing plan, staging area and safety plan. Official Notice to Proceed was issued to Guam Ship Yard to commence work on June 10, 2021.

Project: Harbor of Refuge Pump Station and Installation of Wastewater Ejector Pump
Project No.: TBD
Project Amount: TBD
Funding Source: Dept. of Agriculture Fish and Wildlife Boating Infrastructure Grant
Contractor: TBD
Construction Manager: PAG Engineering/CIP Division
Notice to Proceed: TBD
Project Completion: TBD
Work Status: N.C. Macario (the Designer of the Record) submitted the updated recertified bid drawings, specifications and supplemental submittals for invitation to bid (IFB) packet. The packet will be submitted to the PAG Planning and Procurement Divisions today.

Project: Harbor of Refuge Installation of Mooring Blocks
Project No.: TBD
Project Amount: TBD
Funding Source: Dept. of Agriculture Fish and Wildlife Boating Infrastructure Grant
Contractor: TBD
Construction Manager: PAG Engineering/CIP Division
Notice to Proceed: TBD
Project Completion: TBD
Work Status: PAG Planning and Engineering are currently working with the AM. Orient (the Design Firm) to update the drawing's certification prior to submittal to Procurement for IFB advertisement.

Project: Rehabilitation of H-Wharf and Access Road CM Services
Project No.: RFP No. PAG-020-002
Project Amount: \$2,448,085.70
Funding Source: Tiger Grant and PAG Revenue Bond
Construction Manager: GHD Engineering
Notice to Proceed: Has apparently been issued
Project Completion: 24 months after the NTP
Work Status: PAG Management and GHD signed the contract agreement on March 15, 2021. PAG Management Team and GHD conducted a coordination meeting on April 21, 2021 with regards to a change order allowing GHD to provide 100% pre-bid and bid phase services.

Project: Rehabilitation of H-Wharf and Access Road (Construction Phase IFB)
Project No.: TBD
Project Amount: TBD
Funding Source: Tiger Grant and PAG Revenue Bond
Contractor: TBD
Construction Manager (CM): GHD Engineering
Notice to Proceed: TBD
Project Completion: TBD
Work Status: As of June 16, 2021, GHD and Procurement Division are processing and preparing an invitation to bid document for construction.

Project: Repair of Concrete Spalling in CFS Building
Project No.: TBD
Project Amount: TBD
Funding Source: PAG 2021 Budget
Contractor: TBD
Construction Manager: PAG Engineering/CIP Division
Notice to Proceed: TBD
Project Completion: TBD
Work Status: PAG Engineering re-entered requisition into the E1 JD Edwards. PAG Procurement Division conducted the bid opening on May 25, 2021, Pro-Pacific Builders Inc. submitted the lowest bid.

Project: Supply and Install Automatic Turnstile Gate Entrance at the Port Police
Project No.: RFQ-PAG-021-008
Project Amount: \$79,989.00
Funding Source: PAG Internally Funded Projects 2021 Budget
Contractor: Top Builders, LLC
Construction Manager: PAG Engineering/CIP Division
Notice to Proceed: May 10, 2021
Project Completion: November 10, 2021 or (180 calendar days)
Work Status: Contractor, Top Builders is to provide material submittals for approval by the PAG Engineering. On May 21, 2021, Top Builders was issued TWIC Cards from TSA.

Project: Supply and Install Typhoon Shutters at the High Tower Building 2nd and 3rd Floors
Project No.: RFQ-PAG-021-006
Project Amount: \$23,691.94
Funding Source: PAG Internally Funded Project CY 2021 Budget
Contractor: TBD
Construction Manager: PAG Engineering
Notice to Proceed: May 10, 2021
Project Completion: November 10, 2021
Work Status: PAG Engineering has approved the material submittal and the contractor awaits fabrication from manufacturer (EMI).

Project: **Supply and Install Three Glass Doors at the Operation and Commercial Offices.**
Project No.: RFQ-PAG-021-007
Project Amount: \$21,989.46
Funding Source: PAG Internally Funded Projects 2021 Budget
Contractor: Top Builders, LLC
Construction Manager: PAG Engineering
Notice to Proceed: May 10, 2021
Project Completion: November 10, 2021
Work Status: As of June 15, 2021. Contractor Top builders awaits completed fabrication and installation of the doors from the Manufacturer (EMI).

Project: **Repair of Trench & Asphalt Pavement at Wharf F-6.**
Project No.: RFQ-PAG-021-005
Project Amount: \$32,010.62
Funding Source: PAG Internally Funded Projects 2021 Budget
Contractor: Top Builders, LLC
Construction Manager: PAG Engineering
Notice to Proceed: May 10, 2021
Project Completion: November 10, 2021
Work Status: Top Builders to mobilize on June 21, 2021 to commence field work prior to receiving concrete flowable fill and hot mix asphalt pavement for this project.

Project: **Installation of Dock "B" Agat Marina and Maintenance of Public Boat Ramps**
Project No.: TBD
Project Amount: TBD
Funding Source: Dept. of Interior, Dept. of Agri. Fish and Wildlife, DOA/WR and PAG 2021 Budget Share
Contractor: TBD
Construction Manager: PAG Engineering/CIP Division
Notice to Proceed: TBD
Project Completion: TBD
Work Status: PAG Engineering submitted the design-build scope of work to Planning Division who awaits funding approval from various grantors shortly.

Project: **A/E and Const. Management Services for Various Port Facilities and Projects**
Project No.: TBD
Project Amount: TBD
Funding Source: PAG Internally Funded Projects 2021 Budget
Contractor: TBD
Construction Manager: TBD
Notice to Proceed: TBD
Project Completion: TBD
Work Status: Pending Engineering Proposals and Management Approval.

Project: **Design-Build of Agat Marina Bathrooms**
Project No.: TBD
Project Amount: TBD
Funding Source: PAG Internally Funded Projects 2021 Budget
Contractor: TBD

Construction Manager:	PAG Engineering
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	PAG Engineering submitted the scope of work and conceptual drawings based on precise topo survey to determine the best location for the project. The documents have been submitted to the PAG Procurement, for a Design-Build IFB, the request for an account number is awaiting approval by the Management. The Determination for Need prepared by the Engineering has been signed by the GM.

Project:	CCTV Installation Agana Marina Design-Build
Project No.:	19441 ON
Project Amount:	\$31,800.00
Funding Source:	Grant Funding PSGP 2016
Contractor:	G4S
Construction Manager:	PAG Engineering,
Notice to Proceed:	April 16, 2021
Project Completion:	May 21, 2021
Work Status:	As of May 21, 2021, The project was 100% completed.

Project:	Spot Corrosion Removal/Paint Repair of Mobile Pipelines
Project No.:	RFQ-PAG-021-009-CIP
Project Amount:	\$46,800.00
Funding Source:	PAG
Contractor:	RDE Construction
Construction Manager:	PAG Engineering,
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	As of June 15, 2021, project requisition was re-entered from AS 400 to E1 JD Edwards in the amount of \$46,800 for the Procurement Division to issue a purchase Order.

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Project:	Installation of Canopy Fronting Building Maintenance Bay
Project No.:	TBD
Project Amount:	TBD
Funding Source:	PAG
Contractor:	TBD
Construction Manager:	PAG Engineering,
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Procurement Division is to prepare a Design-Build IFB packet for advertisement. Entered into the AS400 on April 15, 2021. Scope of Work, Conceptual Drawings, Determination of need, Bid Schedule, Photos, and Vicinity/location Maps were submitted to the Procurement Division on April 20, 2021 for initiating the IFB Advertisement.

Project:	Establishment of Survey Markers and Partial Topo Determination of the Wharves F3, F4, F5, and F6 in order to Monitor Impacts of loading and unloading operations on the Wharves' Surfaces.
Project No.:	TBD
Project Amount:	TBD
Funding Source:	TBD
Contractor:	PAG Engineering Division
Construction Manager:	PAG Engineering
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Several points were established. However, to complete the work and develop ability to monitor the wharves' potential subsidence of its surfaces, purchasing survey equipment are required.

Port Authority of Guam
Operations Division Report
May 2021

I. **OVERVIEW**

Vessel Calls	20
Cans Handled	7183
Special Service(s)	66

a. **Productivity**

Vessel Op	Avg NMPH	TOP GANG	M/Hr
Matson			
Domestics	25.1	6	29.5
Feeder	21.8	4	32.9
MSA			
Barges	16.7	6	19.5
Kyowa, Candor	18.5	6	24.3
Ambyth			
Mariana/Triton	16.9	6	19.4
MELL			
Kotas	21.9	4	23.4
APL			
Guam/Saipan	22.4	6	26.1

b. **Equipment Status**

As of : 06/01/2021	ON			
	HAND	UP	RM	Repair
GANTRYs	3	3		
TOP LIFTERS	9	5		4
20T FORKLIFT	2	2		
10T FORKLIFT	4	3		1
5T FORKLIFT	8	6		2
TRACTORS	23	13		10

II. **YEAR TO DATE**

a. Vessels_YTD 155

b. Can_Cnt YTD

May	FY20		FY21		Variance	
	I	E	I	E	I	E
Local	22571	22174	22461	22002	0%	-1%
TS	4131	4261	3972	4076	-4%	-4%
TSMT	1854	1804	1845	1802	0%	0%
TTL	28556	28239	28278	27880	-1%	-1%

FY-21 WORK INJURY REPORT
 (01/01/21 to 12/31/21)

<u>Divisions</u>	<u>*Lost-time</u>	<u>**Recordable</u>	<u>*** Refused Treatment</u>
Stevedoring	1	0	1
Transportation	0	0	2
Terminal	0	0	0
EQMR	0	0	0
Port Police	<u>0</u>	<u>0</u>	<u>2</u>
Total	1	0	5

Work Injury Summary for this reporting period: 6/15/2021

Total Injuries for FY-21 to date: 6–Injury

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

Last disabling work injury was on: 05/07/20

Number of days since last disabling work injury: 37-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.