



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

Thursday, April 28, 2022

Virtual Board Meeting

3:00 p.m.

A G E N D A

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. March 24, 2022 – 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

1. Request for Creation of Position of Capital Improvement Projects Manager (motion to approve the creation of position transparency compliance as mandated by Title 4, GCA, §6303.1)
2. Request for Creation of Position of Port Chief Engineer (motion to approve the creation of position transparency compliance as mandated by Title 4, GCA, §6303.1)

VI. NEW BUSINESS

1. Port Audit Fiscal Year 2021
2. Resolution No. 2022-11 Relative to approving the creation of Capital Improvement Projects Manager position in the classified service as authorized under Title 4, Guam Code Annotated, Sections 6303(d) and 6303.1
3. Resolution No. 2022-12 Relative to approving the creation of Port Chief Engineer position in the classified service as authorized under Title 4, Guam Code Annotated, Sections 6303(d) and 6303.1

VII. ADJOURNMENT



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**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, March 24, 2022**

I. CALL TO ORDER

There being a quorum, the regular meeting of the Board of Directors was called to order at 3:03 p.m., Thursday, March 24, 2022. 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
Dr. Judith P. Guthertz, 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 Counsel

Present was Port Staff.

II. APPROVAL OF MINUTES

a. **February 24, 2022 – Regular Board Meeting:** Director Guthertz made motion to approve the minutes of February 24, 2022, subject to correction. The motion was seconded by the Vice Chairman and was unanimously passed.

III. PUBLIC COMMENTS

- a. **Public Comments:** None.
b. **Employee Comments:** None.
c. **PAGGMA Association:** PAGGMA Vice President Steve Muna mentioned that the finale for the Mes Chamoru is scheduled for March 25th at the Port Family Beach. There will be games and demonstrations in celebration of our cultural event. He welcomed the Board members and thanked them for their support.

IV. GENERAL MANAGER'S REPORT

1. **Port's COVID-19 vaccination Dashboard**
- Fully vaccinated: 374 or 100% of Port employees
 - Booster vaccination: 144 or 39% of 374 Port employees

2. **US Coast Guard Annual Inspection.** On March 4, 2022, an Annual Inspection was conducted by US Coast Guard on the Port's Security and Facility compliance with the 33 Code of Federal Regulations. During the inspection of the port compound, inspectors found that one fire extinguisher equipment was not properly maintained. Our safety personnel immediately replaced the defective fire extinguisher with a new one. Coast Guard cited no other discrepancies.

3. **Demolition & Cutting Ceremony.** A demolition and cutting ceremony was held on March 23, 2022, in front of the F4 pier. This project has been 20 years in the making, and now we will be removing the Port's inoperable assets, specifically the two STS Gantry Cranes, the two RTGs, the Mobile Harbor Crane (Big Blue), and both sunken barges at F-6. We are thankful to Governor Lou Leon Guerrero, Lt. Governor Josh Tenorio, Port Board of Directors, Guam Shipyard, Smithbridge, Port Users Group, Father Richard Kidd, and Port Employees to include all others for making this event possible and having bared witness to this monumental milestone.

History of Our Port Assets

- **Project:** Demolition Removal & Proper Disposal of 5 Inoperable Port Cranes

- **Project Description:** This \$2.5 Million project intends to safely demolish several inoperable PAG Assets, including two gantry cranes, two rubber-tired gantries (RTG) cranes, one mobile Harbor (MH) crane, and two barges. Guam Shipyard, with the assistance of Smithbridge, is the contractor of this project. They will be disassembling and cutting the cranes into manageable pieces and transporting them offsite to an approved salvage or disposal facility. Not a single piece of metal taken from these cranes or any debris from the barges will stay on Guam as all of it will be shipped off island for recycling.

Equipment History Equipment	Make	Manufactured Year	Port Commission	Decommissioned
Gantry Crane 2	Paceco	1978	1979	February 2013
Gantry Crane 3	Hitachi	1987	1993	September 2016
Mobile Harbor Crane (MHC)	Leibherr	2001	2007	May 2014
Barge	Moore Equipment	1944	1995	<i>*Not available</i>
Rubber Tired Gantry Crane (RTG)	Mitsui-Paceco	1991	1991	September 2011

- **Ship-To-Shore (STS) Gantry Cranes.** STS Gantry Crane #2 was manufactured by PACECO in 1978 and commissioned at the Port Authority of Guam in 1979. STS Gantry Crane #3 was manufactured by Hitachi in 1987 and acquired by the Port Authority of Guam in 1993 from Subic Bay, Philippines. Both cranes had a lifting capacity of 40-long tons and were taken off-line due to periodic breakdowns. The unavailability of spare parts on the island resulted in constant off island special orders delaying required repair work. The average downtime for the cranes was 3 to 4 hours per week and, in general, was caused by the failure of non-major components such as limit switches, motors, etc. In addition, corrosion was a major problem for the electrical and structural integrity of the cranes. STS Gantry Crane #2 was decommissioned in February 2013, and STS Gantry Crane #3 was decommissioned in September 2016.
- **Barge.** The Barge was manufactured by Moore Equipment in 1944 and was engaged in military service with the United States government up to 1995. Ownership was transferred as part of the military handover of the Naval Ship Repair Facility. The PAG acquired the Barge through donation from the General Services Administration to be utilized as a breasting barge and served as additional berthing space in 1995. The barge went through repairs in 1997 and 1998. The decommissioned date is uncertain. In August 2018, the PAG attempted to remove the barge at F6 pier and was placed out on a procurement bid. Only one bid submission was received but the bidder did not have a bid security and a business license, therefore, the bid was rejected.
- **Mobile Harbor Crane.** The Mobile Harbor Crane was manufactured by Leibherr in 2001 and commissioned at the Port Authority of Guam in February 2007. The 104-ton Mobile Harbor Crane was purchased from Jurong Port in Singapore. The crane was used as an interim replacement for STS Gantry Crane #1, decommissioned in March 2007. The Mobile Harbor Crane was decommissioned in May 2014.
- **Rubber Tired Gantry Cranes (RTG).** The RTG Cranes Echo and Foxtrot were manufactured by Mitsui-Paceco in November 1991 and commissioned at the Port Authority of Guam in November 1991. The RTGs had limited stacking width and stacking height consistent with first-generation RTGs. The RTG's electrical and mechanical components were also obsolete and incompatible with modern grounded yard operation, which resulted in the grounding of the cranes. The RTGs were decommissioned in September 2011.
- **Need for equipment to be demolished/removed.** Removing these inoperable, deteriorated assets and partially sunken barge will eliminate unsafe working conditions for our employees and Port Users. Demolition of gantry #2 and #3 would give the Port financial opportunities to generate revenue by creating additional berthing space for ships along the wharves. Demolition will allow the Port to expand the use of its container yard and cargo storage capabilities. Removal will allow for a smoother process as we begin major infrastructure upgrades such as the waterline relocation and repairs to the wharves.

4. **Issuance of Notice to Proceed - Capital Improvement Projects.** NTPs were issued for the following CIP Projects.

Project Name	Contractor	Date NTP Issued	NTP Commencement Date	Period of Performance (Days)
Replacement of Existing 125 Each Reefer Receptacles	ProPacific Builders Corporation	3/15/22	3/18/22	180
Harbor Master Roof Repair and Miscellaneous Items	Top Builders, LLC	3/16/22	3/21/22	122
Hagatna Marina Aluminum Gates at Dock A&B and Concrete Dry Dock Area	ProPacific Builders Corporation	3/16/22	3/21/22	60
Waterline Replacement Project	BME & Sons	3/21/22	3/22/22	365

5. **US DOD Defense Communities National Summit.** Chief Planner Joe Javellana and I attended the national summit in Washington DC on March 7-9. This summit focused on the Department of Defense’s support military installations across the United States and territories, sustaining the community relations and partnerships that have been established, and addressing resiliency to infrastructure sectors affected by the military’s presence. We are almost complete with our 2022 Master Plan. Our Plan spends a great deal preparing the Port for future resiliency and sustainability capital improvement projects to prepare for and support the military buildup.

The Port’s Readiness is critical to the Military’s Readiness and the Indo-Pacific Strategy. And now, more than ever, with the global situations in Ukraine and China, the Department of Defense has been very supportive in allocating more resources to our Hospital, the Port, the Airport, and our roads. Even DOD recognizes how successful both the Governor and Lt. Governor have been in bringing these federal resources to Guam to assist with our needs while continuing to serve as America’s tip of the spear in our region. Additionally, this trip created an opportunity for us to network upcoming courtesy visits with the US Department of Defense, US Department of Transportation, US Department of Homeland Security/FEMA, US Economic Development Authority, and Armed Services Readiness Committee. We anticipate holding these meetings the first week of April 2022 after the AAPA Legislative Summit in Washington DC.

Former Congresswoman Madeleine Z. Bordallo and Ms. Vera Topasna, Executive Director, Community Defense Liaison Office, Office of the Governor of Guam, were there with us at the request of Governor Lourdes Leon Guerrero and Lt. Governor Joshua Tenorio and were very effective in getting us these meetings.

6. **AAPA Legislative Summit, Washington DC.** I, along with Chief Planner Joe Javellana and CIP Coordinator Clarence Lagutang, will be attending the legislative summit in DC on March 29-31. Prior to this event, we will be participating in the Insular Areas Climate & Infrastructure Workshop in Hawaii. The workshop is sponsored by DOI's Office of Insular Affairs that convenes US territories and federal agencies to provide water, broadband, physical and natural infrastructure, energy, legacy pollution, and significant climate support and guidance highlighted by President Biden's 2022 Bipartisan Infrastructure Law.

Afterward, on March 29-31, the legislative summit in DC will be held that premieres port industry government affairs and advocacy forum for port executives to discuss important issues, best practices, and lessons learned on infrastructure, energy, digitization, and next-generation technologies and investments.

7. **Mes CHamoru Finale.** The Port will be holding the *Mes CHamoru Finale* on Friday, March 25, 2022, from 9am to 2 pm. Lunch will be served at noon. Entertainment and activities include coconut candy making, coconut carvings, carabao ride, DoAG display and outreach station, and presentation of awards. A shuttle will be available from H-wharf to Family Beach throughout the event.
8. **General Manager's Notes for YTD Finances, as of February 28, 2022.** We are providing the following summary:

REVENUES AND CARGO THROUGHPUT:

- The Port's Total YTD Operating revenue for February 28, 2022 is \$24.2 million, 4.1% or \$943K higher than the YTD February FY22 budget projection of \$23.2M.
- The total number of containers handled as of February 28, 2022 is 36,678, which is 5.3% or 1,858 containers higher than last year's February 2021 total of 34,820.

OPERATING EXPENSES:

- Overall YTD Operating expense, as of February 28, 2022 is \$20.1M, which is 5.8% lower than the YTD budget as of February of \$21.3M, or \$1.2 million in YTD cost avoidances.

OVERTIME EXPENSE AND DIRECT LABOR REVENUE:

- Overtime YTD for Divisions involved in Operations is \$763,798, which is 39.8% or \$217K higher than YTD overtime budget of \$546,530. The OT for the month of February is \$161K, which is 17% or \$23,334 higher than the overtime for the month of January.

Direct Labor reimbursement is \$1.7 million, which is 22% or \$297K higher than the FY22 budget of \$1.4M.

Here is the breakdown:

Direct Labor Revenue:	\$1,674,653
Operations Overtime:	\$ 763,798
Variance:	\$ 910,855

YTD OPERATING REVENUES MINUS YTD EXPENSES:

- Operating revenues minus operating expenses resulted in an operating income of \$4.1 million. The final result for the month of February is a net income of \$17 million, after adding net of Other Income/Expense totaling to a \$12.8M. In February, the Port received \$15 million from the American Rescue Plan Act 2021 Fiscal Recovery Funds.

Note: \$12.8M is a 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 February 28, 2022:

- The debt service ratio as of February 28, 2022 is 2.18. This is 74% higher than the Bond Indenture Debt service ratio requirement of 1.25.
- Days Cash on Hand is 1,048 days, which is 110% or 548 days higher than the 500 days requirement of Moody's Rating agency.

DEBT SERVICE RATIO - FEBRUARY 2022

Projected Annual Debt Service Coverage	2.18
Debt Service Coverage Requirement	1.25
Variance	.93
% Above the Indenture Requirement	74%

9. Grant Awards and Ongoing Grant Submissions:

- Fuel Pipeline Connectivity Project.**
 - PAG Planning, in coordination with the SHPO conducted a Teams meeting to gain more insight into the HABS/HAER documentation process with Architectural Historians working with DPW on their bridge projects.
 - Updated/Revised AE Design was approved by EDA Program Officer. Next step is for Engineering to work with Procurement to package the AE Design RFP.

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

- **Department of Agriculture Grant (DoAG).**
 - **Harbor of Refuge (HOR).**
 - Bid opening resulted in one bidder submitting a proposal – ART Construction LLC in the amount of \$1,671,676.46.
 - Currently in active procurement process.
 - **Agat Marina Public Boat Ramp Repairs.**
 - Bid opening was held on Monday, 02/14/2022 at the PAG Board Room. PAG received two (2) packages. Procurement will review before selection and award of the successful bidder.
 - **Agat Marina Dock B and Public Boat Ramp Repairs.**
 - Advertisement and publication was let out on March 18, 2022
 - Pre-Bid Conference meeting scheduled for March 24, 2022 with a site visit to follow thereafter
 - Bid Submittal – Thursday May 5, 2022.

Grant Award: \$512,759.00 (Dock B Repairs)
\$40,000.00 (Agat Marina's Boat Ramp Bumpers Repair)
- **Gantry Crane Acquisition.**
 - **USDA Direct Loan.** RFP for Banking Services coordination meeting with Finance Division has been postponed and anticipated to be rescheduled during the 2nd quarter FY22.
 - The Planning and Finance Divisions will continue to work on finalizing the formal loan application package for submission to the USDA
 - Planning/Finance Divisions collaboration has been delayed; will convene in April 2022. Anticipated submission is June 2022 time frame.
 - **EDA Grant.** The Port's STS Gantry Crane revised grant application to EDA is anticipated to be submitted on the 2nd quarter FY22.
 - The Planning Division's revised submission schedule is in May 2022.
- **MARAD Marine Highway Program.** Planning has collaborated with Maintenance and Operations Divisions to finalize and prioritize the Port's acquisition program to the tune of over \$7M. Grant submission is in April 2022.

- **Office of Local Defense Community Cooperation (Formerly Office of Economic Adjustment – OEA).**
 - The Port's Consultant WSP continues to work project and program support to the Port highlighted in Task Order #11. 2022 Port Readiness Plan continues to evolve with anticipated draft plan to be completed in 2nd quarter 2022.
- **EPA Diesel Emissions Reduction Act (DERA) Program.**
 - PAG team continues to work with GEPA to move the project forward
 - Equipment requisition was entered on February 8, 2022, and the project is currently in the procurement process. Procurement process ongoing.
- **US DOT Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program.**
 - The Port received over \$17 Million for its Wharves Service Life Extension – Hardening of F1 Pier and wharves F2 to F6 project
 - The Planning Division is currently working with MARAD on the environmental requirements of the project. No construction activities can commence unless a HABS/HAER documentation has been performed for Port assets. Talks on this matter has commenced.

10. **Port Revenue Bonds Project Status.** As of March 21, 2022, 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

1. **Request for Creation of Position of Port Terminal Supervisor.** The General Manager presented that at the previous meeting, the Board has authorized management to proceed with the transparency process for the creation of position – Port Terminal Supervisor position. To comply with the transparency process as mandated by 4 GCA Section 6303.1, the creation of documents was posted on Port's website, port employees were notified as well as the media. There were no comments received by the port employees or the general public. Based on this, the transparency requirements have been met and Board approval is being requested for adoption of the Port Terminal Supervisor position and that it be established in the classified service at a Pay Grade K. The Vice Chairman asked whether the positions are within budget. The General Manager replied positively, and mentioned that there is a vacancy pool within the budget that has been Board approved. Director Harris expressed that a supervisory position is critical, especially when dealing with a 24-7 operation which is what the Port is and decisions have to be made. She said the general staff are not able to make decisions whereas at the

supervisory level, decisions can be made. The Chairman shared the same sentiment as Director Harris and mentioned that in the event the Superintendent is unavailable, the supervisor will oversee its division. Without further discussion, Director Guthertz made motion to adopt the transparency process for the creation of the Port Terminal Supervisor position, seconded by Director Koki. Motion was unanimously approved.

: **Resolution No. 2022-07 Creation of Port Terminal Supervisor.** Director Guthertz made motion to approve Resolution No. 2022-07 relative to approving the creation of Port Terminal Supervisor position in the classified services as authorized under Title 4, Guam Code Annotated, Sections 6303(d) and 6303.1. Motion was seconded by Director Harris and was unanimously approved.

2. **Request for Creation of Position of Port Terminal Worker.** The General Manager presented that at the previous meeting, the Board has authorized management to proceed with the transparency process for the creation of position – Port Terminal Worker position. To comply with the transparency process as mandated by 4 GCA Section 6303.1, the creation of documents was posted on Port’s website, port employees were notified as well as the media. During the transparency period, one comment was received recommending that the necessary special qualification requirement be changed from ‘possession of a valid operator’s license’ to ‘possession of a valid chauffeur B license’. The recommendation deemed acceptable and was reflected accordingly. Based on this, the transparency requirements have been met and Board approval is being requested for adoption of the Port Terminal Worker position and that it be established in the classified service at a Pay Grade F. The General Manager mentioned that this position provides for the flexibility that can be dispatched to other areas to fill the void within the terminal yard. Director Guthertz clarified whether this position is similar to that of a troubleshooter. The General Manager replied in the affirmative with certification to enable that individual to perform those trades. Director Harris commented that given the activities in the waterfront that provides for essential services to the delivery of goods to the island, she favors the idea that the more support provided to the waterfront operations is to the betterment of the Port and the community as a whole. Without further discussion, Director Koki made motion to adopt the transparency process for the creation of the Port Terminal Worker position, seconded by the Vice Chairman. Motion was unanimously approved.

: **Resolution No. 2022-08 Creation of Port Terminal Worker.** Director Koki made motion to approve Resolution No. 2022-08 relative to approving the creation of Port Terminal Worker position in the classified services as authorized under Title 4, Guam Code Annotated, Sections 6303(d) and 6303.1. Motion was seconded by Director Harris and was unanimously approved.

VI. NEW BUSINESS

1. **Resolution No. 2022-09 Port Authority vs Eddie Castro.** The Vice Chairman made motion to approve Resolution No. 2022-09 relative to approving the agreement to satisfy judgment between the Port Authority of Guam and Eddie N. Castro, and authorizing General

Manager Rory J. Respicio to execute the agreement and use Port funds as necessary, including the existing Port FY2022 budget, to satisfy the judgment, and to herein provide the finalized agreement to the Honorable Benjamin J.F. Cruz, Guam Public Auditor in the interest of transparency and accountability. Motion was seconded by Director Guthertz and was unanimously approved.

2. Resolution No. 2022-10 Proposed Legislation to Amend Public Law 35-44. Director Harris made motion to approve Resolution No. 2022-10 relative to authorizing management to present to the Governor of Guam and 36th Guam Legislature Oversight Committee Chairperson a request to introduce proposed legislation to amend Public Law 35-44 relative to projects funded by revenue bonds. Motion was seconded by Director Guthertz and was unanimously approved.

3. Request for Creation of Position of Capital Improvement Projects Manager. The General Manager presented a request to create a Capital Improvement Projects Manager in the classified service. He mentioned that the Port currently has a CIP Coordinator and the incumbent individuals' prior employment was with NAVFAC and has managed over a billion dollars of capital improvement projects. In looking at the organizational structure needed at the Port Authority and the interaction of a CIP with the Port Engineering division, the General Manager recommended to elevate the CIP Coordinator position and create a CIP Projects Manager position from a programmatic perspective to be able to provide the kind of guidance to upper management and to work with other divisions at that divisional level. He expressed that the vision is to fortify and solidify what the CIP's role is in the entire decision making process and being able to retain Guam's best and brightest for the Port Authority. Director Harris made motion to authorize management to begin the transparency process and disclosure reports to establish the creation of position of a Capital Improvement Projects Manager under the Port's Classification and Compensation Plan, seconded by Director Guthertz. Motion was unanimously approved.

4. Request for Creation of Position of Port Chief Engineer. The General Manager presented a request to create a Port Chief Engineer in the classified service. He mentioned that in line with what was mentioned earlier in retaining Guam's best and brightest, and looking at the Engineering division, the current structure provides that an Engineer Manager does not need to be a licensed Professional Engineer. The recommendation is to change that structure to reflect the kind of capacity that the Port has been able to build and the kind of people that are in place by converting the position to a Port Chief Engineer. In doing so, will go a long way to continue to complete the Ports plans for the Engineering division. He stated that the current Engineer Manager of the Port is a licensed Professional Engineer, holds a PhD in Environmental Science specializing in water resources in Guam and is a registered Civil Engineer. The General Manager mentioned that with this incumbent holding this position, having all these certifications, does not really reflect the duties and responsibilities of what is really required of that position. Having said this, he requested for Board's support to create a Port Chief Engineer position. Director Guthertz asked whether the position will result in a change in compensation. The General Manager replied positively, but no more than ten percent. The Chairman commented that having

these types of certifications works positive for Port extensive projects, so much so that there may not be a need in acquiring professional services to oversee these projects because one is already certified in-house. Director Harris shared the same sentiments and commented that with federal grant programs, especially with capital improvement projects, would require a certification from a licensed Professional Engineer and recalled that at one point the Port had to seek such expertise from other Government agencies. She said to be able to have that capability and expertise in-house is a plus for the Port. Director Guthertz made motion to authorize management to begin the transparency process and disclosure reports to establish the creation of position of a Port Chief Engineer under the Port's Classification and Compensation Plan, seconded by Director Koki. Motion was unanimously approved.

VII. ADJOURNMENT

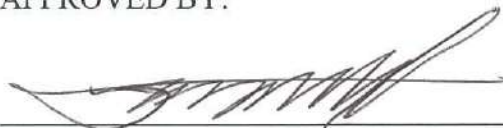
There being no further business to discuss, it was moved by Director Guthertz and seconded by Director Koki to adjourn the meeting at 3:50 p.m. The motion was unanimously passed.



Digitally signed by Isa Koki
Date: 2022.04.28 16:16:17
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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
April 28, 2022

- 1. Bill No. 298-36 Revenue Bond Proceeds.** Through Board Resolution No. 2022-10, I was authorized by the Board to engage the Port Oversight Chairperson Telena Nelson on any possible legislative remedies to remove the funding caps associated with the Port revenue bond projects as outlined in PL 34-70 and 35-44. I am proud to announce that Bill No. 298-36 was recently introduced, which is "*An Act to amend section 4(a) of Public Laws 34-70 and 35-44, relative to the financing or refinancing improvements and capital improvements of the Jose D. Leon Guerrero Commercial Port, and other related facilities and operations of the Port, through revenue bond proceeds.*" I have informed GEDA Administrator Melanie Mendiola of this good news and she will likewise advise Bond Counsel so as to provide support once a legislative hearing is scheduled.
- 2. Port Achieves 3rd Consecutive Year Designation as a Low-Risk Auditee.** The Port Authority of Guam has once again achieved low-risk auditee status. This is the third consecutive year in a row that the Port got this designation since the time that it failed to get this designation in Fiscal Years 2017 and 2018. Independent auditors Deloitte and Touche, LLP, rendered the unmodified (clean) opinion of the Port for FY 2021 financial statements and compliance over major federal programs. Also, no material weaknesses and significant deficiencies in internal controls were identified by the auditors. This audit affirms that we have been on-target with the directives put in place by Governor Lou Leon Guerrero, Lt. Governor Josh Tenorio, Board Chairman Frank Santos, and the Board. We are working very hard to successfully complete the Port Modernization program and improve employee morale, productivity and efficiencies. These audit findings, in particular the low-risk designation, brings us the credibility needed to seek funding to replace the Port's aging gantry cranes, rehabilitate the wharves to ensure resiliency and replace our aging facilities, so that the Port does not become a choke point for discharging and deploying military assets and commodities. We also recognize the Port's Financial Affairs Controller Jojo Guevara, and our Finance Team for their hard work.
- 3. Power Outage Does Not Effect Port Operations.** On April 12, 2022, a power outage took place that affected all of Cabras Island. According to Guam Power Authority dispatcher, the P-3 feeder near the Cabras Power Plant went down and crew members were making repairs to restore power to the area. GPA and GWA crews were on site and Port's maintenance and facilities all worked together to ensure uninterrupted port operations. From the time power went off line, the Port has remained 100 percent

operational. Our generators were all online and have been providing full power to continue daily business as usual.

4. **Port Police Arrest Man on Drug Charges.** On April 7, 2022, Port Police Officers were conducting a routine patrol when they noticed a red sedan parked on the corner of the Seaplane Ramp area. They approached the vehicle to conduct a wellness check. The individual in the vehicle showed signs of nervousness and stuttered when responding to questions. As a result, officers searched the vehicle and discovered a plastic case that allegedly contained drug paraphernalia and crystal methamphetamine, also known as "ice." John A. Salas Rosario, 29, of Mangilao was booked and released to GPD in connection with possession of a schedule 2 controlled substance. I want to commend Police Chief Jesse Mendiola for his leadership and the officers who worked on this case. We remain vigilant in keeping the Port safe and drug-free.
5. **Port Safety Officers Respond to Oil Spill.** There was an oil spill that occurred on April 6, 2022, at the Cargo Storage Facility lot within the container yard. As the equipment operator was conducting his routine pre-operation safety check on a top loader, the main hydraulic hose of the spreader busted, spewing oil in the area. The Port Authority's response team from Safety Division, Transportation and Stevedoring conducted initial mitigation measures by deploying absorbent materials to contain the oil spill. The US Coast Guard was notified of the incident and Unitek Environmental was activated to thoroughly and completely clean up the spill. The mechanics from the Maintenance Division assessed the damage to the equipment and have made the necessary repairs.
6. **Workshop, Legislative Summit & Congressional Meetings.** From March 28 thru April 6, 2022, Chief Planner Joe Javellana, CIP Coordinator Clarence Lagutang and I attended the following:
 - **Insular Areas Climate and Infrastructure Workshop, Hawaii- March 28-30, 2022.** DOI's Office of Insular Affairs convened U.S. Territories, Federal agencies, and other important partners to work together to deliver significant climate and infrastructure support provided by President Biden's Bipartisan Infrastructure Law (BIL). The objective is to carry on the momentum from the 2022 Interagency Group on Insular Areas (IGIA) Conference to further explore Territorial infrastructure needs and focus on strategies to support the successful implementation of projects supported by the BIL. Topics covered included: built infrastructure, natural infrastructure, broadband, energy, legacy pollution, and other important issues and concerns impacting all territories.

Attendees included Congressional staff, Senior White House officials, and leadership from the following federal agencies: Department of the Interior, White House Office of Intergovernmental Affairs, Department of Agriculture, Department of Commerce, Department of Energy, Environmental Protection Agency, Department of Transportation, Department of Treasury, and Department of Veterans Affairs.

- **2022 AAPA Legislative Summit, Washington DC - March 29-31, 2022.** The AAPA Legislative Summit is the premier port industry government affairs and advocacy forum held annually in Washington, DC. The Summit brings together senior Port Executives from around the nation with Federal government leaders to discuss issues important to one of the most critical national industries. Discussions included infrastructure, energy, digitalization, and next-generation technology investment. AAPA planned and managed one on one meetings with Congressional leadership for port executives as part of the essential purpose of the event.

Key Topics Discussed in the Summit:

- **US Department of Transportation Secretary Pete Buttigieg.** Delivered keynote address providing an update to participants on the implementation of the Infrastructure Investment and Jobs Act - the largest appropriation to ports in history; shared the national benefit and economic impact of the infrastructure stimulus; and honed on how ports can best take advantage of the funds the bill provides and next steps including ways the ports can be safer, more efficient, greener and better connected to achieve global competitiveness.
- **Now We Build! Roundtable Forum.** Different high-level speakers talked about the opportunity for capacity expansion and modernization that the IIJ Act brings to ports around the country. The discussion also focused on how infrastructure projects can be implemented in a prudent and impactful way. Different executives shared their views on how they plan to oversee and leverage the federal investment in the context of ever-growing freight volumes.
- **US Dept. of Labor Martin J. Walsh.** Discussed how important all areas of the supply chain as it stands now. Shared how the pandemic, shipping delays, port crises, severe weather events, supply and labor shortages, the sharp rise in costs, and other developments over the past two years have converged - exposing supply chain weaknesses that global leaders are struggling to deal with. In order to survive and thrive, business leaders must address challenges head-on.

- **Congressional Meetings in DC - April 4-6, 2022.** In the Port's final stages of completing the update of its 2013 Master Plan. The 2022 Master Plan update primarily seeks to present to the Department of Defense (DOD) the opportunity to utilize the Jose D. Leon Guerrero Commercial Port of Guam to provide critical support for Guam's military readiness and the Indo-Pacific Strategy.

"The Washington DC meetings are critically important as Governor Lou Leon Guerrero and Lt. Governor Josh Tenorio are firm believers that the Port of Guam must be viewed as part of the solution for the rapid discharging and deploying of military assets and its commodities in the Pacific, especially about the Pacific Deterrence Initiative." I had expressed this message, noting how important the implementation of the PDI and its components are.

Further expressed to Congressional Leaders was: *"As America's "Tip of the Spear" in Asia, it is important to keep the Port of Guam in the foremost of considerations relative to the Indo-Pacific Strategy. A critical element in the Military's Readiness plan is for the nation to provide the Port of Guam with the wherewithal to ensure successful military operations in the Pacific. With the current geopolitical landscape involving Russia's war on Ukraine and the imminent threat of China's massive development of its military forces, Guam's strategic importance should now, more than ever, be at the forefront of the nation's leadership priorities. This necessitates investment in not only military readiness and infrastructure on Guam but also in the island's supporting civilian infrastructure."*

Meetings held in Washington DC were with key Congressmen and Senators, along with their respective Legislative Assistants: Congressman John Garamendi, Congressman Joe Wilson, Congressman Adam Smith, and Senator Mark Kelly.

7. **Port Receives By-Partisan Support in Congress Expansion.** U.S. Congressman Joe Wilson (R-SC), a member of the House Armed Services Committee, wrote a letter yesterday to Admiral John C. Aquilino, Commander United States Indo-Pacific Command, raising a critical point that funding the Port's needs, such as three new gantry cranes, rehabilitation of its wharves and the replacement of 50-plus year old facilities is critical to the military's mission on Guam and in the region. Wilson made known, in his letter to Aquilino, his support for the expansion of the Port Authority of Guam in the context of the important role it provides in the military's Indo-Pacific strategy. "Recently, I had a meeting with former Guam Delegate Madeleine Z. Bordallo and the Port Authority of Guam regarding the Port's 2022 Masterplan, which is currently underway thanks to funding from the Office of Local Defense Community (OLDCC). This meeting was secured at the urging of Governor Leon Guerrero and Lt. Governor Joshua F. Tenorio," wrote Wilson (R-SC).

Immediately following up this meeting, we confirmed that Wilson continues to be an advocate for Guam and knows that Guam's strategic location requires that there be great focus on what Congress and the Department of Defense must do to ensure that the Port of Guam does not experience uninterrupted operations.

We asked Wilson's assistance in seeking support from INDOPACOM or DOD to fund the Port of Guam's readiness program along with statutory authorization for the execution of funds, so that the Port does not become a choke-point in the deployment of military and civilian commodities.

"I believe the Port of Guam should be viewed as part of the solution for the rapid discharging and deploying of military assets and its commodities in the Pacific, especially with regard to the Pacific Deterrence Initiative," Wilson wrote "The implementation of the Pacific Deterrence Initiative and its components including the Guam Defense System requires that we, once again, provide the resources to build capacity and resiliency at the Port of Guam by replacing its aging 50-year-old facilities. In particular, I have been informed there is a pressing need for the acquisition of three new STS Gantry Cranes and the hardening of its wharves. As a member of the House Armed Services Subcommittee on Readiness, I understand the significance of Guam in our INDOPACOM strategy and am committed to advocate for Guam's needs."

During this same trip, Lt. Governor Joshua Tenorio, Bordallo, Chief Planner Joe Javellana, CIP Coordinator Clarence Lagutang and I also met with Congressman John Garamendi who is on the Chairman, of the Subcommittee on Readiness and the Committee on Transportation and Infrastructure to seek his assistance in obtaining additional opportunities for federal funding and exploring every possibility for the Port on how best to secure funds.

In making the case for Guam, we emphasized that the Port must expand its terminal yard otherwise it will become a chokepoint for the Guam Military Buildup and the island's local infrastructure. In meeting with Congressman Wilson and Garamendi and other key staff members of the House and Senate has opened up the way in seeking additional opportunities for federal funding within INDOPACOM and the Pentagon. This letter from Congressman Wilson is monumental and it gives Governor Leon Guerrero, and Lt. Governor Tenorio a solid case in requesting funds for the Port's Readiness Plan, and other funding opportunities for the construction of a new Hospital and medical campus and other critical civilian infrastructure, to name a few.

8. **General Manager's Notes for YTD Finances, as of March 31, 2022.** We are providing the following summary:

REVENUES AND CARGO THROUGHPUT:

- The Port's Total YTD Operating revenue for March 31, 2022, is \$28.9 million, 3.5% or \$972K higher than the YTD March FY 22 budget projection of \$27.9M.
- The total number of containers handled as of March 31, 2022, is 44,039, which is 5.6% or 2,328 containers higher than last year's March 2021 total of 41,711.

OPERATING EXPENSES:

- Overall YTD Operating expense, as of March 31, 2022, is \$24.9 M, which is 2.5% lower than the YTD budget as of March of \$25.5M, or \$646 K in YTD cost avoidances.

OVERTIME EXPENSE AND DIRECT LABOR REVENUE:

- Overtime YTD for Divisions involved in Operations is \$903,757 which is 37.8% or \$248K higher than the YTD overtime budget of \$655,836. The OT for March is \$140K, which is 13% or \$21,458 lower than the overtime for February.

Direct Labor reimbursement is \$2.0 million, which is 21% or \$348K higher than the FY22 budget of \$1.6M.

Here is the breakdown:

Direct Labor Revenue:	\$2,001,362
Operations Overtime:	<u>\$ 903,757</u>
Variance:	\$1,097,605

YTD OPERATING REVENUES MINUS YTD EXPENSES:

- Operating revenues minus operating expenses resulted in an operating income of \$4.0 million. The final result for March is a net income of \$15.9 million, after adding a net of Other Income/Expenses totaling \$11.9M. In February, the Port received \$15 million from the American Rescue Plan Act 2021 Fiscal Recovery Funds.

Note: \$11.9M is a 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 March 31, 2022:

- The debt service ratio as of March 31, 2022, is 1.94. This is 55% higher than the Bond Indenture Debt service ratio requirement of 1.25.
-
- Days Cash on Hand is 1,033 days, which is 106% or 533 days higher than the 500 days requirement of Moody's Rating agency.

DEBT SERVICE RATIO - MARCH 2022

Projected Annual Debt Service Coverage	1.94
Debt Service Coverage Requirement	1.25
Variance	.69
% Above the Indenture Requirement	55%

9. Grant Awards and Ongoing Grant Submissions.

- **Fuel Pipeline Connectivity Project.** RFP-PAG-022-003 was posted on April 11, 2022. A pre-proposal conference and site visit was held on April 19, 2022. Five (5) prospective offerors were in attendance. The submission deadline is May 13, 2022.
- **Department of Agriculture Grant (DoAG).** PAG will be requesting to the grantee a no-cost schedule modification to September 30, 2023, due to the active procurement process of the following projects.
 - **Harbor of Refuge Repairs.** The bid packet is under review and discussions are ongoing between PAG and the contractor.
 - **Agat Marina Dock B Repair.** The bid closing is scheduled for May 5, 2022.
 - **Repair of Agat Marina's Boat Ramp Bumpers.** On April 11, 2022, the Official NTP was issued to ProPacific Builders Corporation (Contractor). The contractor will submit its application for Federal Consistency Determination or waiver certifications from GCMP and GEPA. The contractor has five months to complete the project.

- **Gantry Crane Acquisition.**
 - **USDA Direct Loan.** Planning and Finance Divisions continues to work on finalizing the formal loan application package for submission to USDA and anticipates submission of the loan application by June 2022.
 - **EDA Grant Application.** In light of EDA's funding cap of \$3M (million) per application, the PAG will not submit the proposed project as previously planned. However, the PAG will pursue grant funding under the U.S. Department of Transportation's Multimodal Project Discretionary Grant Opportunity, due by May 23, 2022.
 - **MARAD MEGA Grant Program.** Port's planned grant application to acquire STS Gantry Cranes to EDA has been changed; the application for 3 STS Gantry Cranes will be submitted to MARAD's mega grant program with an anticipated submission date of May 23, 2022.
- **MARAD Marine Highway Program.** Planning has collaborated with Maintenance and Operations Divisions to finalize and prioritize the Port's acquisition program to the tune of over \$7M. Grant submission is in June 2022. The Port has requested and received letters of support from several stakeholders supporting the project.
- **Office of Local Defense Community Cooperation (Formerly Office of Economic Adjustment - OEA).** Port Consultant WSP continues to work with the Port Team and all stakeholders in the 2022 Master Plan Update. The MP is scheduled to be completed in October–November time frame. A new grant application is in its final draft to rehabilitate the Port wharves that includes a site assessment, concept development, and a Military Readiness Support component.
- **EPA Diesel Emissions Reduction Act (DERA) Program.** The PAG team continues to work with GEPA to move the project forward. IFB-PAG-006-022 was advertised on March 8, 2022, as an indefinite quantity bid for one (1) year with a delivery period of 270 days upon the availability of funds. The bid close date was on April 8, 2022; one bid submission was received. On April 26, 2022, a meeting was held with end-users, Procurement, and Port legal counsel to discuss the next steps.

- **US DOT Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program.** A meeting was held between PAG and MARAD's Director of Environmental Compliance for all things NEPA-related, Section 106 of the NHPA must be completed before finalizing NEPA, and that NEPA must be completed before the execution of the grant agreement. Progress meeting ongoing between PAG and MARAD. PAG will engage WSP to commence NEPA-related studies on behalf of PAG.

10. **Port Revenue Bonds Project Status.** As of April 25, 2022, the attachment provides information on the status of the revenue bond projects that consist of rehabilitation of the 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 April 25, 2022**

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 \$1,009,949.58	\$10,000,000.00 \$12,764,305.42	Construction Management PO No. 17043-OF for \$2,249,945.54 awarded to GHD Inc.	Rebid opening was held on Friday, 01/28/2022 at the PAG Board Room. Bid packet under review and discussions are ongoing between PAG and Sumitomo, the sole bidder. Ongoing.
Golf Pier Repairs and Improvements	\$2,000,000.00	\$357,876.53	\$1,642,123.47	RFP No. 2019-02: A&E Design for \$484,000.17 awarded to NC Macario	1. Initial Bid was cancelled. The project will be re-bid at a later date pending the review of the current Scope of Work and Specifications. 2. Review of Scope of Work and Specifications is ongoing.
Waterline Replacement and Relocation	\$6,000,000.00	\$308,668.56	\$5,691,331.44	RFP No. 2019-03: A&E Design for \$1,406,427.48 awarded to NC Macario	1. PUC approval received during the February meeting. 2. NTP issued on March 21, 2022 during Pre-Construction Meeting and will commence on March 22, 2022. 3. Next step - Contractor building permit application process with anticipated completion of up to 90 days.
EQMR Building Repairs and Upgrades	\$3,628,800.00	\$439,259.10	\$3,189,540.90	RFP No. 2019-03: A&E Design for \$1,406,427.48 awarded to NC Macario	PUC approval received during the March meeting. JI Global is currently reviewing the proposed contract. Once the contract is agreed upon, a PO will be cut and an NTP can be issued.
Warehouse 1 Repairs	\$2,000,000.00	\$439,259.10	\$1,560,740.90	RFP No. 2019-03: A&E Design for \$1,406,427.48 awarded to NC Macario	1. All bids were rejected due to project proposals being overly high priced. 2. PAG will rebid at a later date upon completion of reduced Scope of Work and Specifications.
Other Priority Projects 1. Repair of F-1 Fuel Pier and wharves F-2, F-3, F-4, F-5, and F-6 waterfront facilities 2. Upgrade of the Port's IT system and integration of TOS	\$4,980,745.00	\$0.00	\$4,980,745.00	See status	1. The PAG was awarded \$17,941,997.00 toward the total project cost of \$22,427,496.00 as part of the MARAD RAISE grant program. This project seeks to make structural repairs to enhance the capacity of the existing berths from F1 - F6. 2. TOS upgrade work is ongoing in collaboration with Port OAE Consultant WSP and sub-contractor Cargo Velocity. Ongoing.
Other Priority Projects - EnterpriseOne Financial Management System	\$2,500,000.00	\$1,871,194.37	\$628,805.63	See status	Job costing for CIP went live in April 2022. Work Orders, ACH payments, and Properties/Assets <\$1,000 modules are anticipated to go live in May 2022.
New Admin. Annex Building	\$10,445,000.00	\$0.00	\$10,445,000.00	See status	1. Three draft layout options for the Admin Building has been completed by the PAG's OAE and is being reviewed by Management. 2. No decision on which option will be selected has been determined.
Grand Total	\$55,328,800.00	\$4,426,207.24	\$50,902,592.76		



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

April 25, 2022

MEMORANDUM

To: Board of Directors

From: Rory J. Respicio, General Manager 

Subject: Request for Creation of Position of Capital Improvement Projects Manager

Hafa Adai! On March 24, 2022, the Board of Directors authorized management to proceed with the transparency process for the Creation of Position – Capital Improvement Projects Manager position.

To comply with the transparency process as mandated by 4 GCA Section 6303.1, the following were performed:

1. The creation of documents were posted on the Port's website on March 28, 2022 to April 11, 2022.
2. Port employees were notified of the proposed creation of position on March 28, 2022.
3. Notification was provided to electronic and written media outlets on March 28, 2022.

Be advised there were no comments received by the Port employees or the general public regarding the creation of this position.

In light of the above, the transparency requirements were met and it is requested that approval and adoption of the Capital Improvement Projects Manager position be established in the classified service at a Pay Grade N.

I am available for any questions you may have.



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

April 28, 2022

Request for Creation of Position – Capital Improvement Projects Manager

Revised Timeline

PROCESS	ESTIMATED TIMELINE
Request to be submitted to the Board for their initial review and approval to proceed with the transparency process for the creation of the position, i.e., posting such request on the Port's website.	March 24, 2022
If Board agrees to proceed with the creation, the request will be transmitted to the port employees for review and comments.	March 28, 2022
Posting of proposed creation of position on Port's website.	March 28 to April 11, 2022
Notification to be provided to the electronic and written media outlets of the Port's request, its availability on the website.	March 28, 2022
Request to be re-submitted to the Board for final approval and adoption by resolution.	April 28, 2022
Creation of position documents transmitted to the Director of Administration and Guam Legislative Secretary.	April 29, 2022
Process job announcement for positions and/or effective date of reallocation of positions.	May 30, 2022

PORT AUTHORITY OF GUAM

JOSE D. LEON GUERRERO COMMERCIAL PORT
1026 Cabras Highway, Suite 201 Piti, GU 96915
Phone: (671) 477-5931 Fax: (671) 477-2689
Website: www.portguam.com



NEWS RELEASE

Creation of Positions Capital Improvement Projects Manager and Port Chief Engineer

Piti, Guam, March 28, 2022: In compliance with Title 4 of the Guam Code Annotated (GCA), the public is notified of the Port's request for the creation of the positions for Capital Improvement Projects Manager and Port Chief Engineer.

In the upcoming year, the Port will be embarking on major renovation and enhancement of its wharves, buildings, infrastructure and container yard to prepare for the demands of increased cargo movement as a result of the military build-up. The Port anticipates to see over 200,000 TEUs beginning in 2022 up to 2033.

The positions of Capital Improvement Projects Manager and Port Chief Engineer are essential in ensuring that capital improvement projects and infrastructure development are executed in line with the Port's modernization program to meet the military build-up and for Guam's organic growth.

Request to the Board of Directors and supporting documents are available on the Port's website under "Public Notices" <https://www.portofguam.com/news/public-notices> for public review and comment.

Please submit your comments to the Human Resources Division no later than April 11, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 4:38 PM
To: sabrina@kuam.com; life@guampdn.com; news@guampdn.com; news@k57.com; gerrypartido@gmail.com; news@sorensenmediagroup.com; 'The Post Admin'; editor@postguam.com; 'Cagurangan Mar-Vic'; 'John Oconor'; nestor@kuam.com; mindy@postguam.com; kstokish@gmail.com; kishfm102.9@gmail.com; taentgu@gmail.com; 'Kandit News Group'; newsdirector@kuam.com; production@joyfmradio.net; raygibsonshow@gmail.com
Subject: Port News: Creation of Positions Port Chief Engineer & CIP Manager
Attachments: Port New Release - Creation of Positions.pdf

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marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 4:17 PM
To: 'Betty W. Perez'; 'Frank B. Santos'; 'Vivian Leon'; 'Christine K. Claveria'; kmsantos@portofguam.com; jsmendiola@portofguam.com; 'Jonathan L. Aguon'; 'Angela M. Cabrera'; 'Higinio N. Camacho'; facandoleta@portofguam.com; kjcandoleta@portofguam.com; tlchargualaf@portofguam.com; rsnocrisostomo@portofguam.com; 'Pia A. Castro'; 'pacruz'; 'Gerard M. Duenas'; 'Keesha F. Duenas'; 'David B. Esplana'; 'Michael A. Franquez'; 'Kody F. Guerrero'; 'Jacob Q. Iriarte'; 'Ronald E. Laitan'; 'Frank V. Lujan'; 'Kylie R. Maurer'; 'Leann M. Meeks'; 'Daryl M. Movida'; 'Jessica R. Quinata'; 'Benny M. Quinata'; trreyes@portofguam.com; 'Eric J. Salas'; rcsalas@portofguam.com; 'Jerry D. Sanchez'; 'James A. Sandlin'; 'Alex L. Tithingrad'; 'Helen M. Toves'; 'David D. Untalan'; 'Chris Flores'; 'Edward Q. Chargualaf'; jrcruz@portofguam.com; 'Peter R. Cruz'; 'Sonja L. Cruz'; 'Carl I. Quinata'; 'Jessica R. Quinata'; 'Christopher P. Salas'; 'Benjamin A. Toves'; 'Jojo Guevara'; 'Vincent C. Bamba'; 'Michele S. Brillante'; 'Antonio P. Buenviaje'; 'Alisha R. Candoleta'; 'Joann B. Conway'; 'Ashley J. Cruz'; 'Christina R. Cruz'; 'Semjelfh R. Davis'; 'Jesse J. Eclavea'; 'Jessirae A. Flores'; 'Mary Jane Camacho'; 'Amacris Legaspi'; 'Christina M. Leonguerrero'; 'Jen Leon Guerrero'; 'Jeannie A. Martinez'; 'Connie Nocon'; ippalero@portofguam.com; vcpayumo@portofguam.com; 'George C. Pecina'; 'Gabrielle'; 'Elaine B. Santayana'; tmtaitano@portofguam.com; 'Shawn B. Cepeda'; 'Evangeline O. Castro'; 'Frances A. Cepeda'; ptguerrero@portofguam.com; 'Davida D. Herrera'; 'Carmelita G. Candoleta'; 'Annette Mafnas'; 'Angelina B. Aflague'; raayuyu@portofguam.com; 'Edna M. Eclavea'; tspatterson@portofguam.com; 'Mark A. Cabrera'; 'Denise J. Calvo'; 'Kirida H. Charfauros'; 'Tamara S. Flores'; spmuna01@portofguam.com; 'Annie'; dcalvarez@portofguam.com; 'Joseph P. Cruz'; 'Gussieannmarie Diaz'; 'Bernadette Meno'; 'jjavelosa'; 'Joe Javellana'; 'Donna Lizama-Acosta'; 'Chris Aguon'; 'Brenda Atalig'; 'Dora C. Perez'; 'Jared N. Perez'; 'Dennis Perez'; 'mfaguero'; 'dgbias'; 'Arden B Bonto'; 'Carol V. Jenkins'; 'Jacob Rico Jr. I. Paunte'; 'Anthony J. Yatar'
Subject: Creation of Positions - Port Chief Engineer & CIP Manager
Attachments: Port Chief Engineer.pdf; CIP Manager.pdf

Hafa Adai All,

Provided for your review and input is the request for Creation of Positions:

- Port Chief Engineer
- Capital Improvement Projects Manager

For immediate access, kindly click on link: <https://www.portofguam.com/news/public-notice>

Please submit your comments to the Human Resources Office no later than Monday, April 11, 2022.

Regards - marge

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 4:54 PM
To: 'Paul R. Salas'; 'Rodney F. Akima'; jjcamacho@portofguam.com; 'Joshua V. Candoleta'; pjeleonguerrero@portofguam.com; 'Justin K. Santos'; 'Kenneth A. Santos'; pbsantos01@portofguam.com; 'Leonore V. Leon Guerrero'; 'Ryan J. Arriola'; 'Rita Carbullido'; 'John L. Leon Guerrero'; 'Peter C. Lorenzo'; 'Frankie C. Rosalin'; 'Loretta L. Topasna'; 'Masoud Teimoury'; 'Enrique S. Conde'; 'Jimmy P. Dacasin'; 'Victor Q. Duenas'; 'Iremar C. Gutierrez'; 'Katrina A. Messer'; 'Glenn Nelson'; 'Juan Borja'; 'Rhroda B. Casupang'; 'Kenneth J. Quintanilla'; 'Jennie C. Untalan'; 'Joe Ulloa'; 'Michael J. Barcinas'; 'Florencio M. Binuya'; mjcharfauros@portofguam.com; 'Frank'; 'George S. Duenas'; 'Janice H. Flores'; 'Kellen I. Kawasaki'; 'Antony B. Leon Guerrero'; zjmendiola@portofguam.com; 'Craig D. Palomo'; 'Bradley S. Paulino'; 'Lina M. Quinata'; 'Paul A. San Nicolas'; wdsannicolas@portofguam.com; 'Matthew Q. Sanchez'; 'Bryan A. Santos'; 'Coby J. Santos'; 'Jasmin K. Santos'; 'Jose J. Tajalle'; 'Joshua T. Tuituu'; jruntalan@portofguam.com; idwaki@portofguam.com; aayoshida@portofguam.com; kayoshida@portofguam.com; 'Raymond Santos'; 'Jacob Q. Aquiningoc'; 'Derrick M. Balajadia'; 'Jose P. Bamba'; efsblas@portofguam.com; jjblas@portofguam.com; 'Alfredo T. Bordallo'; raborja@portofguam.com; aicalip@portofguam.com; 'Patrick Q. Claros'; 'Estefanie C. Cordero'; 'Devin J. Cruz'; 'Frankie R. Cruz'; 'Jacqueline Cruz'; 'Kenneth S. Cruz'; trcruz@portofguam.com; 'Jesse A. Diego'; smduenas@portofguam.com; 'Anthony J. Evangelista'; 'Anthony Francisco'; 'Jarrett Q. Lynch'; 'Edwin A. Malaga'; 'Alfred'; 'Brandon M. Naputi'; 'Maui C. Ogo'; 'Kevin R. Sanchez'; 'Mark C. Tolenoa'; 'Albert I. Tudela'; 'Lester M. Van Meter'; 'Christopher D. Waki'; 'Juan D. Yoshida'; 'Simon Pinaula'; 'Joseph J. Aguon'; cjbenito@portofguam.com; qbcabejr@portofguam.com; 'Robert L. Meeks'; 'Corrina H. Calvo'; jnquinata@portofguam.com; wmsantos@portofguam.com; 'Paul M. Tedtaotao'; jdtopasna01@portofguam.com; 'Reed K. Topasna'; pealvarez01@portofguam.com
Subject: Creation of Positions - Port Chief Engineer & CIP Manager
Attachments: Port Chief Engineer.pdf; CIP Manager.pdf

Hafa Adai All,

Provided for your review and input is the request for Creation of Positions:

- Port Chief Engineer
- Capital Improvement Projects Manager

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Please submit your comments to the Human Resources Office no later than Monday, April 11, 2022.

Regards - marge

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 5:05 PM
To: 'Shine A. San Agustin'; 'Earl T. Aquai'; 'gdaromin'; rdaromin@portofguam.com; 'Noreen Babauta'; 'Evelyn G. Pangelinan'; poblas@portofguam.com; cjalip@portofguam.com; jacandoleta@portofguam.com; jmcastro@portofguam.com; jycruz@portofguam.com; 'Christopher D. Datuin'; dvfernandez@portofguam.com; 'Richard Flores'; rpflores@portofguam.com; whudson@portofguam.com; 'Maria T. Ilanes'; 'John J. Leon Guerrero'; 'Joaquin P. Pangelinan'; jmpadrones@portofguam.com; rrperegrino@portofguam.com; 'George E. Piolo'; jpquintanilla@portofguam.com; 'Julie Y. Siatan'; 'Julieto A. Sontillanosa'; 'Alfred J. Torres'; 'Edward K. Wright'; 'Julio D Yap'; 'Alex Aflague'; gcamado@portofguam.com; rcayuyu@portofguam.com; jjcruz@portofguam.com; rdcruz@portofguam.com; 'Luis M. Diaz'; wkdrilon@portofguam.com; jmeclavea@portofguam.com; 'Antonio G. Genovana'; fagico@portofguam.com; vestergl@portofguam.com; vqleonguerrero@portofguam.com; edmadahan@portofguam.com; jimmanglona@portofguam.com; 'Jason C. Mendiola'; jqperez@portofguam.com; mbperez@portofguam.com; stquenga@portofguam.com; dmquintanilla@portofguam.com; jrsalas@portofguam.com; pasalas@portofguam.com; egsannicolas@portofguam.com; 'Henry M. Santos'; dctaitano@portofguam.com; 'Michael D. Taitano'; jetass@portofguam.com
Subject: Creation of Positions - Port Chief Engineer & CIP Manager
Attachments: CIP Manager.pdf; Port Chief Engineer.pdf

Hafa Adai All,

Provided for your review and input is the request for Creation of Positions:

- Port Chief Engineer
- Capital Improvement Projects Manager

For immediate access, kindly click on link: <https://www.portofguam.com/news/public-notice>

Please submit your comments to the Human Resources Office no later than Monday, April 11, 2022.

Regards - marge

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 4:38 PM
To: sabrina@kuam.com; life@guampdn.com; news@guampdn.com; news@k57.com; gerrypartido@gmail.com; news@sorensenmediagroup.com; 'The Post Admin'; editor@postguam.com; 'Cagurangan Mar-Vic'; John Oconor'; nestor@kuam.com; mindy@postguam.com; kstokish@gmail.com; kishfm102.9@gmail.com; taentgu@gmail.com; 'Kandit News Group'; newsdirector@kuam.com; production@joyfmradio.net; raygibsonshow@gmail.com
Subject: Port News: Creation of Positions Port Chief Engineer & CIP Manager
Attachments: Port New Release - Creation of Positions.pdf

Creation of Positions Capital Improvement Projects Manager and Port Chief Engineer

Piti, Guam, March 28, 2022: In compliance with Title 4 of the Guam Code Annotated (GCA), the public is notified of the Port's request for the creation of the positions for Capital Improvement Projects Manager and Port Chief Engineer.

In the upcoming year, the Port will be embarking on major renovation and enhancement of its wharves, buildings, infrastructure and container yard to prepare for the demands of increased cargo movement as a result of the military build-up. The Port anticipates to see over 200,000 TEUs beginning in 2022 up to 2033.

The positions of Capital Improvement Projects Manager and Port Chief Engineer are essential in ensuring that capital improvement projects and infrastructure development are executed in line with the Port's modernization program to meet the military build-up and for Guam's organic growth.

Request to the Board of Directors and supporting documents are available on the Port's website under "Public Notices" <https://www.portofguam.com/news/public-notice> for public review and comment.

Please submit your comments to the Human Resources Division no later than April 11, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 3:27 PM
To: 'GuamWEBZ WebCare'
Subject: Creation of Position CIP Manager
Attachments: Creation of Position CIP Manager.pdf

Importance: High

PAG – Margret – 03/28/2022 – ASAP please

Kindly post attached on link: <https://portofguam.com/news/public-notice>

Title: Creation of Position CIP Manager

Thank you - marge

marge

From: GuamWEBZ WebCare <webcare@guamwebz.com>
Sent: Monday, March 28, 2022 4:04 PM
To: marge
Subject: Re: Creation of Position CIP Manager

Hi Marge,

This was done.

Regards,
Rocky

GuamWEBZ WebCare Team

For all your Web Updates and Support:
webcare@guamwebz.com

Sender's Note: This email and its content, including attachments, may have been prepared and/or sent by another member from our team on behalf of the person(s) named in this email, such as by a colleague/other team member, usually done so to expedite communication and/or in the spirit of sharing resources to get the task completed.
We may use AI applications in certain instances to improve communication and quality control.

On Mon, Mar 28, 2022 at 3:27 PM marge <mduenas@portofguam.com> wrote:

PAG – Margret – 03/28/2022 – ASAP please

Kindly post attached on link: <https://portofguam.com/news/public-notice>

Title: Creation of Position CIP Manager

Thank you - marge



Public Notices

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Public Notices

- **Creation of Position Port Chief Engineer**
- **Creation of Position CIP Manager**
- **Creation of Position Port Terminal Supervisor – Comments Submission Extended**
- **Creation of Position Port Terminal Worker – Comments Submission Extended**
- **Creation of Position - Port Terminal Worker**
- **Creation of Position - Port Terminal Supervisor**
- **Miscellaneous Services & Charges - Water Rate 080621**
- **Fendering System Hardening Project – Initial Public Notice**
- **Warehouse 1 Hardening Project – Initial Public Notice**
- **Labor Day Message**
- **PAG All Hazards Alert Warning System Test**
- **PAG Docket 17-01, 5 Year Tariff Increase 080720**
- **PEMRA GFT Petition for Exclusive Recognition on Port Police Personnel**
- **U.S. EDA PAG Comment Period for Installation of Fuel Pipeline System Environmental Narrative – Floodplain Notice Extended to Thursday, August 6, 2020**
- **U.S. EDA PAG 15-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers_NEPA and NHPA NOTICE**
- **U.S. EDA PAG 30-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers_FLOODPLAIN NOTICE**



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PORT OF GUAM
ATURIDATI 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

March 21, 2022

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager 

SUBJECT: Request for Creation of Position – Capital Improvement Projects Manager

Hafa Adai! Through the support of our federal grantors—U.S. Department of Defense, Office of Local Defense Community Cooperation, U.S. Homeland Security, U.S. Economic Development Administration, and U.S. Maritime Administration, the Port was able to:

- Expand Port facilities to accommodate military build-up activities and follow-on operations.
- Extend the service life of aged infrastructure beyond 60 years of use.
- Improve environmental, social justice and community conditions at the Port and throughout Guam.
- Develop a comprehensive environmental, health and safety (EHS) program to ensure compliance with applicable EHS laws and regulations for protection of employees, customers, and the environment.
- Enhance key port stakeholder functions and operations, i.e., carriers, customs, and DoD, with more efficient operations.

Now that the Port has successfully completed its modernization plan, the Agency is now focused on defining the needs for implementing the Port Readiness Plan identified in the 2022 Master Plan. This plan will focus on hardening Port infrastructure to ensure resiliency and reliability for all Port users and the community. The key elements of this plan include:

- Wharf and pier replacement: Golf Pier, F1 Pier and Berths F-2 through F-6 are 1960s vintage assets that exceeded their use-life and would need to be replaced. The continued usage of these wharfs is a result of costly service life extensions the Port has inputted over the last 10 years.
- Port Building Demolition and Replacement Projects: Demolition of buildings built in the 1960s have also exceeded their use life and development of replacement structures is needed to accommodate current and future functions.

In addition to the Ports' Readiness Plan, the Agency has identified in its Fiscal Year 2022 Budget over thirty-three (33) capital improvement projects to be funded by federal grants; and twenty-five (25) Port internally funded capital improvement projects which it is expected to begin the budget year. For long range capital improvement projects, the Port has identified over 175 projects up until 2027.

As the Port embarks in this Readiness Plan, there is a need to establish a Capital Improvement Projects Manager position within the Port's Classification and Compensation Plan. This position will be responsible for planning, overseeing, and coordinating capital improvement and maintenance projects for the Port and will be working in collaboration with division heads and management in ensuring such projects are executed on schedule and on budget.

We are attaching classification report and analysis justifying the need to create a Capital Improvement Projects Manager position in the classified service under the Port Classification and Compensation Plan.

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

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

If the Board agrees to establish the Capital Improvement Projects Manager position, Rule 5.016 of the Personnel Rules and Regulations would need to be complied with regarding transparency and disclosure. The requirements of this Rule are as follows:

1. The petition for request for creation is posted on the Port's website for 10 days (Saturdays, Sundays and Government of Guam holidays excepted).
2. Notices of the postings are provided to each newspaper of general circulation and broadcasting station which airs a regular local news program within Guam.

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

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

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

PROCESS	ESTIMATED TIMELINE
Request to be submitted to the Board for their initial review and approval to proceed with the transparency process for the creation of the position, i.e., posting such request on the Port's website.	March 24, 2022
If Board agrees to proceed with the creation, the request will be transmitted to the port employees for review and comments.	March 25, 2022
Posting of proposed creation of position on Port's website.	March 25 to April 8, 2022
Notification to be provided to the electronic and written media outlets of the Port's request, its availability on the website; and Board meeting date the request may be approved.	March 25, 2022
Request to be re-submitted to the Board for final approval and adoption by resolution.	April 28, 2022
Creation of position documents transmitted to the Director of Administration and Guam Legislative Secretary.	April 29, 2022
Process job announcement for positions and/or effective date of reallocation of positions.	May 30, 2022

In light of the above, we are transmitting our request to create the Capital Improvement Projects Manager position in the classified service for your initial review and approval to begin the transparency and disclosure process for the creation.

Your kind approval of the above is appreciated.

Attachments

Cc: Deputy General Manager, Administration & Finance
Deputy General Manager, Operations & Maintenance
Corporate Services Manager
Acting Personnel Services Administrator

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

PETITION FOR

CREATION OF POSITION – CAPITAL IMPROVEMENT PROJECTS MANAGER POSITION

REQUEST:

The General Manager requested the Human Resources Division to review the Port's current organizational structure and establish a Capital Improvement Projects Manager position.

AUTHORITY:

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

- A. *Pursuant to Section 6303(d), Title 4, GCA, the General Manager shall petition the Board to create new positions or classes of positions when necessary for the efficient performance of duties and functions of the Port.*
- B. *The petition shall include:*
 1. *the justification for the new position.*
 2. *the essential details concerning the creation of the position.*
 3. *the analysis of the similarities and differences between the position to be created and the positions listed pursuant to Title 4, GCA, Section 4101.1(d).*
 4. *the position description.*
 5. *the proposed pay range and demonstration of compliance with Section 6301 of Title 4, GCA; and*
 6. *a fiscal note as that term is described in Title 2, GCA, Section 9101 et seq., and any other pertinent information.*
- C. *The petition shall be posted on the Port's website for ten (10) days (Saturdays, Sundays and Government of Guam holidays excepted). After the posting, the General Manager shall forward the petition, along with evidence of his compliance with Title 5, GCA, Section 6303.1(a) to the Board, who if they approve the same, shall approve the petition by resolution and file the petition and resolution for record with the Director of Administration and the Legislative Secretary.*
- D. *No new position may be filled until after compliance of the provisions of this Section and thirty (30) days have elapsed from the date of filing with the Legislative Secretary.*

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

- A. *Prompt notice of the postings required by Title 4, GCA, Sections 6205 and 6303 shall be provided to each newspaper of general circulation and broadcasting station which airs a regular local news program within Guam.*
- B. *The petitions required by Title 4, GCA, Sections 6205 and 6303 are public documents for the purposes of Title 5, GCA, Chapter 10, Article 1 (The Sunshine Law).*
- C. *Any attempted creation of a position or above-step recruitment are not in compliance with provisions of Title 4, GCA, Sections 6205, 6303 and 6303.1(a) are void.*

References of Compliance:

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

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

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

4 GCA §6301. Compensation Policy.

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

AGENCY BACKGROUND:

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

JUSTIFICATION:

Through the support of our federal grantors—U.S. Department of Defense, Office of Local Defense Community Cooperation, U.S. Homeland Security, U.S. Economic Development Administration, and U.S. Maritime Administration, the Port was able to:

- Expand Port facilities to accommodate military build-up activities and follow-on operations.
- Extend the service life of aged infrastructure beyond 60 years of use.
- Improve environmental, social justice and community conditions at the Port and throughout Guam.
- Develop a comprehensive environmental, health and safety (EHS) program to ensure compliance with applicable EHS laws and regulations for protection of employees, customers, and the environment.
- Enhance key port stakeholder functions and operations, i.e., carriers, customs, and DoD, with more efficient operations.

Now that the Port has successfully completed its modernization plan, the Agency is now focused on defining the needs for implementing the Port Readiness Plan identified in the 2022 Master Plan. This plan will focus on hardening Port infrastructure to ensure resiliency and reliability for all Port users and the community. The key elements of this plan include:

- Wharf and pier replacement: Golf Pier, F1 Pier and Berths F-2 through F-6 are 1960s vintage assets that exceeded their use-life and would need to be replaced. The continued usage of these wharfs is a result of costly service life extensions the Port has inputted over the last 10 years.
- Port Building Demolition and Replacement Projects: Demolition of buildings built in the 1960s have also exceeded their use life and development of replacement structures is needed to accommodate current and future functions.

In addition to the Ports' Readiness Plan, the Agency has identified in its Fiscal Year 2022 Budget over thirty-three capital improvement projects to be funded by federal grants; and 25 Port internally funded capital improvement projects which it is expected to begin the budget year. For long range capital improvement projects, the Port has identified over 175 projects up until 2027.

As the Port embarks in this Readiness Plan, there is a need to establish a Capital Improvement Projects Manager position within the Port's Classification and Compensation Plan. This position will be responsible for planning, overseeing, and coordinating capital improvement and maintenance projects for the Port and will be working in collaboration with division heads and management in ensuring such projects are executed on schedule and on budget.

METHODOLOGY:

Human Resources staff reviewed the duties and responsibilities of the proposed Capital Improvement Projects Manager position using the job evaluation systematic process for assessing the content, relative size, and importance of the job within our organization using a total of twelve measurement factors. Each factor indicates a point rating and sum of all points representing the total "points" value for the job. Also provided were the organizational and functional charts.

In summary, the job evaluation provides:

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

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

CLASSIFICATION REVIEW:

The proposed Capital Improvement Projects Manager position, under the general direction of management, plans, organizes, oversees, and coordinates capital improvement and maintenance projects from conceptual initiation through construction closeout. Projects may range from small and mid-size projects to multi-disciplinary, multi-phase projects.

The position requires knowledge of:

- Capital construction project management principles, processes, systems, and techniques.
- Capital construction and maintenance project funding and budgeting, objective development, and work planning/scheduling.
- Principles and practices of civil engineering design and construction and infrastructure maintenance.
- Federal and local laws, codes and regulations regarding public works construction and maintenance.
- Trends, approaches, analysis, and problem-solving techniques used in construction, engineering, inspection, and compliance processes.
- Modern methods of construction and engineering and/or architectural design concept.

- Techniques, equipment, and materials used in public works construction and major maintenance.
- Information technology and computer capabilities applicant to functional responsibilities.
- Methods and techniques of community involvement, decision-making processes, and group processes.
- Principles and practices of team leadership.
- Operations and uses of engineering project scheduling software.

The position requires the ability to:

- Plan, organize, assign, coordinate, review and evaluate the work of professional, technical, consultant and administrative support staff.
- Prepare, administer, and monitor multiple and detailed project budgets and anticipate future budgetary needs.
- Develop persuasive oral presentations of ideas and recommendations.
- Understand and apply complex rules, regulations, laws, and ordinances.
- Provide leadership and project management control on all aspects of assigned projects.
- Analyze technical design engineering, construction engineering and surveying problems.
- Evaluate alternative project approaches and adopt effective solutions.
- Prepare accurate and detailed written material, including staff and administrative reports.
- Analyze policies, proposed code amendments and changes to established programs and policies.
- Exercise sound, independent judgment, and initiative within established guidelines.
- Interact effectively to problem solve and partner with internal and outside agencies and contractors.
- Establish and maintain effective working relationship with a diverse workforce, including managers, employees, contractors, consultants and other encountered in the course of work.

The position reports to the Deputy General Manager for Operations & Maintenance.

Guidelines to be used by this position includes established laws, agency/division policies and the principles, methods, practices, and techniques involved in civil engineering, including design, cost, construction materials and technique and federal and local mandates regarding construction.

The experience and training of the position requires six (6) years of experience of professional experience in managing increasingly complex capital design and construction projects and possession of a Bachelors' degree in civil or related engineering discipline. The minimum educational requirement of the position would be possession of a high school diploma or successful completion of a General Education Development (GED) Test.

The job evaluation points process is based on twelve (12) job factors (i.e., education, experience, complexity, scope of work, problem solving, freedom to act/supervision received, work environment, physical demands, impact of discretionary decisions, human relations skills/contacts, authority exercised and supervisory/managerial responsibility. Additionally, a comparative analysis was conducted of the proposed position's counterparts within the organization. The factors in determining the pay grade allocation are attached.

ANALYSIS OF SIMILARITIES AND DIFFERENCES:

A review of the Government of Guam Classification Plan's Occupational Listing revealed that there are no positions established that is closely associated with the proposed Capital Improvement Projects Manager position.

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

FISCAL NOTE:

The full-time equivalency (FTE) and funding has been identified and approved by the Board.

RECOMMENDATION:

Our review has determined the following pay grade allocation for the Capital Improvement Projects Manager:

Job Evaluation Points	Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
1217	N-10D	\$114,267	N-11D	\$118,907

Based on the above and the attached analysis and documents, it is recommended that the Board of Directors approve the creation of the Capital Improvement Projects Manager position and the resultant pay grade allocation at the pay grade indicated above in the classified service.


SHAWN B. CEPEDA
Acting Personnel Services Administrator

CAPITAL IMPROVEMENT PROJECTS MANAGER

NATURE OF WORK:

Under the general direction of the Deputy General Manager, organizes, oversees, and coordinates the Authority's capital improvement and major maintenance projects from conceptual initiation through construction closeout. Projects may range from small and mid-size projects to multi-disciplinary, multi-phase projects.

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

Plans and manages all aspects of project design, development and implementation including preliminary technical research and feasibility analyses, funding and cost analyses, scheduling, public involvement, project budgeting and work plan development, project performance and results.

Coordinates and integrates multi-phase design, development, and capital construction projects with various local and federal government agencies, as well as, other Port stakeholders and the public.

Prepares project cost estimates and schedules. Develops and reviews engineering specifications to comply with local government standards and construction codes and project goals.

Develops project schedules and work sequences, and sets up, manages, and participates in progress and quality reviews. Establishes internal and external communications schedules.

Initiates acceptance of outside services. Prepares requests for proposals. Participates and may facilitate the consultant/construction management selection process. Plans, schedules, and directs the work of consultant teams in preliminary engineering, engineering design and construction services.

Reviews engineering and financial performance reports. Oversees, inspections and verifications work of engineering staff, and the contractor during constructions. Reviews and recommends approval of change orders.

Plans and develops community-based participation including techniques and processes to inform and explain project objectives and answer questions from the public, media, and other agencies.

Prepares for and makes presentations to the public and other government entities. Develops performance reports, correspondence and gather documents in connection with projects.

Resolves problems associated with projects. Works with a variety of people to solve technical, legal, and logistical problems, including those that are unanticipated.

Maintains complete project files including drawings, proposals, contracts, work-in-progress reviews, inspections, and communications.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of:

- Capital construction project management principles, processes, systems, and techniques.
- Capital construction and maintenance project funding and budgeting, objective development, and work planning/scheduling.
- Principles and practices of civil engineering design and construction and infrastructure maintenance.
- Federal and local laws, codes and regulations regarding public works construction and maintenance.
- Trends, approaches, analysis, and problem-solving techniques used in construction, engineering, inspection, and compliance processes.
- Modern methods of construction and engineering and/or architectural design concept.
- Techniques, equipment, and materials used in public works construction and major maintenance.
- Information technology and computer capabilities applicant to functional responsibilities.
- Methods and techniques of community involvement, decision-making processes, and group processes.
- Principles and practices of team leadership.
- Operations and uses of engineering project scheduling software.

Ability to:

- Plan, organize, assign, coordinate, review and evaluate the work of professional, technical, consultant and administrative support staff.
- Prepare, administer, and monitor multiple and detailed project budgets and anticipate future budgetary needs.
- Develop persuasive oral presentations of ideas and recommendations.
- Understand and apply complex rules, regulations, laws, and ordinances.
- Provide leadership and project management control on all aspects of assigned projects.
- Analyze technical design engineering, construction engineering and surveying problems.
- Evaluate alternative project approaches and adopt effective solutions.
- Prepare accurate and detailed written material, including staff and administrative reports.
- Analyze policies, proposed code amendments and changes to established programs and policies.
- Exercise sound, independent judgment, and initiative within established guidelines.
- Interact effectively to problem solve and partner with internal and outside agencies and contractors.
- Establish and maintain effective working relationship with a diverse workforce, including managers, employees, contractors, consultants and other encountered in the course of work.

MINIMUM EXPERIENCE AND TRAINING:

- A. Six (6) years of experience of professional experience in managing increasingly complex capital design and construction projects and possession of a Bachelors' degree in civil or related engineering discipline.
- B. Any equivalent combination of experience and training which provides the minimum knowledge, abilities, and skills.

Fiscal Year 2022
FUNCTIONAL STATEMENT FOR
CAPITAL IMPROVEMENT PROJECTS DIVISION

INTRODUCTION

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

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

BOARD OF DIRECTORS

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

GENERAL MANAGER

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

DEPUTY GENERAL MANAGER, OPERATIONS & MAINTENANCE

The Deputy General Manager, Operations & Maintenance is under the general supervision of the General Manager. In the absence of the General Manager, may serve as Acting General Manager. The position is hired and employed under the terms and conditions fixed by and at the pleasure of the Board of Directors. The Deputy General Manager for Operations & Maintenance is responsible for the overall operations and administration of Compliance/Control, Operations and Maintenance departments.

CAPITAL IMPROVEMENT PROJECTS DIVISION

The Capital Improvement Projects Manager is under the general supervision of the Deputy General Manager of Operations & Maintenance. The position will be responsible for the planning, managing of the Authority's short- and long-term capital improvement and maintenance projects.

JOB EVALUATION
For
CAPITAL IMPROVEMENT PROJECTS MANAGER

Factors	Points	Comments
Education	J 152	Tertiary /Professional: requires a post high school tertiary qualification at a university, polytechnic or equivalent educational body.
Experience	K 175	Executive Direction: Extensive experience in managing, leading, and directing a major function/department or division of a large organization.
Complexity	D 55 327 179.9	Involved: Whilst the end results are still generally defined the means of achieving them are becoming unspecified and as a result more complex to that outlined in C – Defined. The need to balance continuous conflicting demands (often from diverse sources) together with an increasing level of unpredictability is encountered.
Scope of Work	D 20 327 65.4	Managerial: Management of a significant operational or functional unit/department or division including the planning, directing and controlling of all activities and resources.
Problem Solving	E 132	Complex: Problems contain unexpected and unusual elements not previously encountered. Extensive research may be required. Corporate policies and available expertise will not necessarily provide a complete answer to the problem.
Freedom to Act/Supervision Received	E 115	Guidance: Jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially and progress is reviewed intermittently and informally.
Work Environment	A1 12	Work performed indoors in office conditions with almost no unpleasant environmental influences.
Physical Demands	A1 22	Work is usually performed sitting, with the opportunity to stand and walk freely.
Impact of Discretionary Decisions	D2 87	Direct impact of a single decision causes a major impact which can be expressed in dollar terms of tens of thousands of dollars.
Human Relations Skills/Contacts	E4 87	Sensitive/Responsive: Extensive contact with a large part of the organization and/or a need to lead, motivate and direct staff in sensitive employee relations.
Authority Exercised	G2 152	Approves routine expenditure within budgetary limits and is accountable for an O&M Budget - \$2m - \$20m
Supervisory & Managerial Responsibility	C1 38	Has full supervisory/managerial responsibility for 11-29 staff.
TOTAL POINTS	1217	

PAY GRADE ALLOCATION

Job Evaluation Points	Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
1217	N-10D	\$114,267	N-11D	\$118,907

PORT AUTHORITY OF GUAM



POSITION DESCRIPTION

1.0 IDENTIFICATION

POSITION TITLE	Capital Improvement Projects Manager
POSITION NUMBER	
NAME OF EMPLOYEE	New
NAME OF DIRECT SUPERVISOR	Dominic G. Muna
TITLE OF DIRECT SUPERVISOR	Deputy General Manager, Operations & Maintenance
JOB LOCATION (Department / Agency)	Port Authority of Guam
DIVISION	Capital Improvement Projects
DEPARTMENT	Control & Compliance
SECTION / UNIT	
FLSA	
CLASSIFICATION	<input checked="" type="checkbox"/> Classified <input type="checkbox"/> Unclassified <input type="checkbox"/> Vacant
JOB EVALUATION POINTS	1217
PAY GRADE	N-10D
POSITION DESCRIPTION (Reviewed)	

2.0 DESCRIPTION OF DUTIES

2.1 ESSENTIAL FUNCTIONS

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

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

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

Duty No or % of Time	Duties and/or Responsibilities
1	Plans and manages all aspects of project design, development and implementation including preliminary technical research and feasibility analyses, funding and cost analyses, scheduling, public involvement, project budgeting and work plan development, project performance and results.
2	Coordinates and integrates multi-phase design, development, and capital construction projects with various local and federal government agencies, as well as, other Port stakeholders and the public.
3	Prepares project cost estimates and schedules. Develops and reviews engineering specifications to comply with local government standards and construction codes and project goals.
4	Develops project schedules and work sequences, and sets up, manages, and participates in progress and quality reviews. Establishes internal and external communications schedules.
5	Initiates acceptance of outside services. Prepares requests for proposals. Participates and may facilitate the consultant/construction management selection process. Plans, schedules, and directs the work of consultant teams in preliminary engineering, engineering design and construction services.
6	Reviews engineering and financial performance reports. Oversees, inspections and verifications work of engineering staff, and the contractor during constructions. Reviews and recommends approval of change orders.
7	Plans and develops community-based participation including techniques and processes to inform and explain project objectives and answer questions from the public, media, and other agencies.
8	Prepares for and makes presentations to the public and other government entities. Develops performance reports, correspondence and to her documents in connection with projects.
9	Resolves problems associated with projects. Works with a variety of people to solve technical, legal, and logistical problems, including those that are unanticipated.
10	Maintains complete project files including drawings, proposals, contracts, work-in-progress reviews, inspections, and communications.
11	Performs related duties as assigned.

2.2 NON-ESSENTIAL OR ADDITIONAL FUNCTIONS

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

Duty No or % of Time	Duties and/or Responsibilities

3.0 CONTACTS

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

3.1 WITHIN DEPARTMENT / AGENCY

Mark one correct response below with an [X]

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

3.2 OUTSIDE DEPARTMENT / AGENCY

Mark one correct response below with an [X]

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

4.0 SUPERVISION RECEIVED

How closely is the employee / job holder's work reviewed by their direct Supervisor.

Mark one correct response below with an [X]

	Detailed and specific instructions / procedures received or followed for each assignment
	General Supervision - Routine duties are performed with minimal supervision. Standard practices or procedures allow employee to function alone at routine work. Supervisor makes occasional check of work while in progress. Work is reviewed upon completion.
	Direction - Receives guidance about general objectives in most of the tasks and projects assigned; determines methods, work sequence, scheduling and how to achieve objectives of assignments; operates within policy guidelines. (Generally applicable to skilled professionals, managers and supervisors.
X	General Direction - Receives very general guidance about overall objectives; work is usually quite independent of others; operates within division or department policy guidelines, using independent judgment in achieving assigned objectives. (Generally applicable to managers / administrators in large and complex organizations and to department / agency heads and their first assistants.)

5.0 SUPERVISION EXERCISED

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

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

No Supervised	Position Title	Description of Responsibilities
1	Program Coordinator II	Planning, developing, implementing or coordinating federal funded or local programs and projects

6.0 EQUIPMENT

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

%	Tools / Equipment
	Personal Computer

7.0 JOB REQUIREMENTS

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

7.1 MINIMUM QUALIFICATION REQUIREMENTS

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

7.1.1 WORK EXPERIENCE

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

a) No work experience required

b) General Years Months

c) Specialized Years Months

Professional experience in managing increasingly complex capital design and construction projects	6	

d) Supervisor / Management Years Months

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

Years Months

7.1.2 FORMAL EDUCATION OR TRAINING

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

- Below High School. Show number of years :
- High School Graduation / GED
- Vocational / Technical School. Detail below the specific training that is required by this position :

- Some College. Show number of Semester Hours, or
 Quarter Hours

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

- College Degree. Show major area of study required :

Associates :	
Bachelors :	Civil or related engineering discipline.
Masters :	
Beyond Masters :	

7.1.3 CRITICAL SKILLS / EXPERTISE

List specialized skills or specialization needed to perform essential functions :

Capital construction project management principles, processes, systems, and techniques.
Capital construction and maintenance project funding and budgeting, objective development, and work planning/scheduling
Principles and practices of civil engineering design and construction and infrastructure maintenance

Plan, organize, assign, coordinate, review and evaluate the work of professional, technical, consultant and administrative support staff
Establish and maintain effective working relationship with a diverse workforce, including managers, employees, contractors, consultants and other encountered in the course of work

7.1.4 LICENCE / REGISTRATION OR CERTIFICATION

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

7.2 MENTAL / VISUAL / PHYSICAL & ENVIRONMENTAL JOB REQUIREMENTS

7.2.1 PHYSICAL REQUIREMENTS

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

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

Describe any other physical job requirements below :

7.2.2 MENTAL / VISUAL REQUIREMENTS

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

- General Intelligence (typical requirement for machine operators, office staff, etc.)
- Motor Coordination Skills (typical for automotive mechanic, painter, etc.)
- Coordination of Eyes, Hands, and Feet (e.g. tractor trailer driver, fire fighter, line electrician, etc.)
- Verbal Intelligence (typical for counsellors, customer service representatives, etc.)
- Numerical Intelligence (typical for an accounting clerk, cargo checker, etc.)
- Other (outline below)

7.2.3 WORK ENVIRONMENT & WEATHER EXPOSURE

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

%

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

7.2.4 OTHER PHYSICAL WORKING CONDITIONS

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

Show what percent of a typical workday this position is exposed to:
Position Description - Chief Engineer
Page 10

%

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

Heat. Describe source and degree of high temperature.

Cold. Describe source and degree of cold temperature:

Other hazards. Describe:

7.2.5 IRREGULAR / UNUSUAL JOB REQUIREMENTS

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

Mark an [X] in the box if not applicable

Condition	Frequency of Exposure

7.3 WORK SCHEDULE / HOURS

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

- Regular - Standard Eight (8) hours daily, Monday - Friday
- Irregular - Shift work - A 24-hour work operation.
- Regular / Irregular - Overtime hours with overtime pay entitlement

State purpose and average total hours required per pay period:

- Regular / Irregular - Overtime hours without overtime pay entitlement

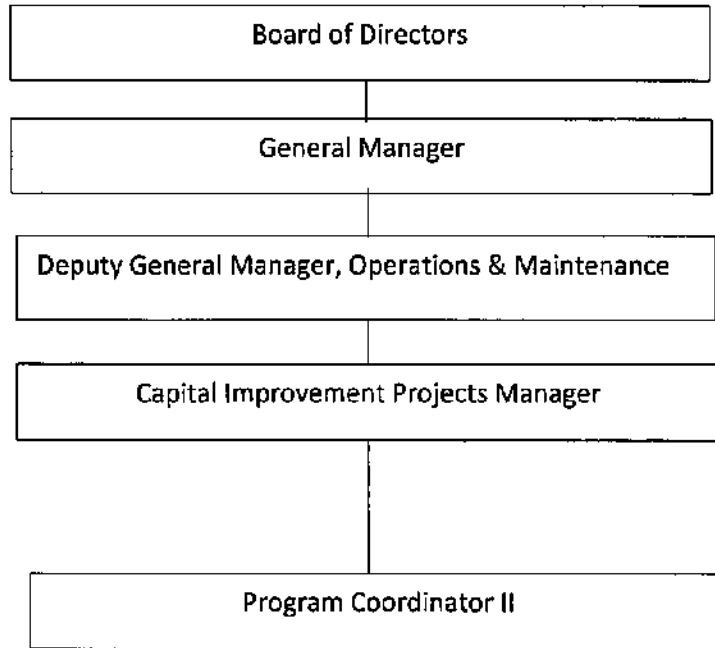
State purpose and average total hours required per pay period:

The information given on this position is complete and correct.

Signature of Employee

Date

CAPITAL IMPROVEMENT PROJECTS DIVISION



FISCAL NOTE

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

	FY 2022				FY 2023			
	General	Crane Surcharge	FMF	Marinas	General	Crane Surcharge	FMF	Marinas
Revenues								
Expenditures	\$172,690				\$262,565			
Budget								

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

The Port is in the process of petitioning the creation of a Capital Improvement Projects Manager & Chief Engineer under the Port's Classification and Compensation Plan. The salaries and benefits for the positions has also been identified. The following are different levels recommended for the Capital Improvement Projects Manager & Chief Engineer positions and their corresponding salary ranges.

Capital Improvement Projects Manager

Job Points	Evaluation	Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
1217		N-10D	\$114,267	N-11D	\$118,907

Chief Engineer

Job Points	Evaluation	Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
1385		P-10C	\$148,298	P-11C	\$154,320

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

The General Manager will be presenting to the Board on March 24, 2022, (2) two creation of positions – Capital Improvement Projects Manager & Chief Engineer. The funding for the two positions will come from the Vacancy Pool.

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

A. Revenues:

B. Expenditures:

If the Port decides to hire based on the minimum salary for both positions starting April 17, 2022 the total pro-rated amount for FY 2022 is \$172,690. The hiring of the two new positions will increase the salary for FY 2023 to \$262,565.

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

The appropriations for the two new position creations will come from the Vacancy Pool budget based on the YTD for FY 2022. The expenditures for FY 2022 and FY 2023 are indicated in section 1A.

Name: Jose B. Guevara III, Financial Affairs Controller
Division: Finance Division
Telephone: (671) 477-5931 ext. 323
Date Prepared: 3/22/2022



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

April 25, 2022

MEMORANDUM

To: Board of Directors
From: Rory J. Respicio, General Manager *Rory Respicio*
Subject: Request for Creation of Position of Port Chief Engineer

Hafa Adai! On March 24, 2022, the Board of Directors authorized management to proceed with the transparency process for the Creation of Position – Port Chief Engineer position.

To comply with the transparency process as mandated by 4 GCA Section 6303.1, the following were performed:

1. The creation of documents were posted on the Port's website on March 28, 2022 to April 11, 2022.
2. Port employees were notified of the proposed creation of position on March 28, 2022.
3. Notification was provided to electronic and written media outlets on March 28, 2022.

Be advised there were no comments received by the Port employees or the general public regarding the creation of this position.

In light of the above, the transparency requirements were met and it is requested that approval and adoption of the Port Chief Engineer position be established in the classified service at a Pay Grade P.

I am available for any questions you may have.



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

April 28, 2022

Request for Creation of Position – Port Chief Engineer

Revised Timeline

PROCESS	ESTIMATED TIMELINE
Request to be submitted to the Board for their initial review and approval to proceed with the transparency process for the creation of the position, i.e., posting such request on the Port's website.	March 24, 2022
If Board agrees to proceed with the creation, the request will be transmitted to the port employees for review and comments.	March 28, 2022
Posting of proposed creation of position on Port's website.	March 28 to April 11, 2022
Notification to be provided to the electronic and written media outlets of the Port's request, its availability on the website.	March 28, 2022
Request to be re-submitted to the Board for final approval and adoption by resolution.	April 28, 2022
Creation of position documents transmitted to the Director of Administration and Guam Legislative Secretary.	April 29, 2022
Process job announcement for positions and/or effective date of reallocation of positions.	May 30, 2022

PORT AUTHORITY OF GUAM

JOSE D. LEON GUERRERO COMMERCIAL PORT
1026 Cabras Highway, Suite 201 Piti, GU 96915
Phone: (671) 477-5931 Fax: (671) 477-2689
Website: www.portguam.com



NEWS RELEASE

Creation of Positions Capital Improvement Projects Manager and Port Chief Engineer

Piti, Guam, March 28, 2022: In compliance with Title 4 of the Guam Code Annotated (GCA), the public is notified of the Port's request for the creation of the positions for Capital Improvement Projects Manager and Port Chief Engineer.

In the upcoming year, the Port will be embarking on major renovation and enhancement of its wharves, buildings, infrastructure and container yard to prepare for the demands of increased cargo movement as a result of the military build-up. The Port anticipates to see over 200,000 TEUs beginning in 2022 up to 2033.

The positions of Capital Improvement Projects Manager and Port Chief Engineer are essential in ensuring that capital improvement projects and infrastructure development are executed in line with the Port's modernization program to meet the military build-up and for Guam's organic growth.

Request to the Board of Directors and supporting documents are available on the Port's website under "Public Notices" <https://www.portofguam.com/news/public-notices> for public review and comment.

Please submit your comments to the Human Resources Division no later than April 11, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 4:38 PM
To: sabrina@kuam.com; life@guampdn.com; news@guampdn.com; news@k57.com; gerrypartido@gmail.com; news@sorensenmediagroup.com; 'The Post Admin'; editor@postguam.com; 'Cagurangan Mar-Vic'; 'John Oconor'; nestor@kuam.com; mindy@postguam.com; kstokish@gmail.com; kishfm102.9@gmail.com; taentgu@gmail.com; 'Kandit News Group'; newsdirector@kuam.com; production@joyfmradio.net; raygibsonshow@gmail.com
Subject: Port News: Creation of Positions Port Chief Engineer & CIP Manager
Attachments: Port New Release - Creation of Positions.pdf

Creation of Positions Capital Improvement Projects Manager and Port Chief Engineer

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Please submit your comments to the Human Resources Division no later than April 11, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 4:17 PM
To: 'Betty W. Perez'; 'Frank B. Santos'; 'Vivian Leon'; 'Christine K. Claveria'; kmsantos@portofguam.com; jsmendiola@portofguam.com; 'Jonathan L. Aguon'; 'Angela M. Cabrera'; 'Higinio N. Camacho'; facandoleta@portofguam.com; kjcandoleta@portofguam.com; tlchargualaf@portofguam.com; rsnocrisostomo@portofguam.com; 'Pia A. Castro'; 'pacruz'; 'Gerard M. Duenas'; 'Keesha F. Duenas'; 'David B. Esplana'; 'Michael A. Franquez'; 'Kody F. Guerrero'; 'Jacob Q. Iriarte'; 'Ronald E. Laitan'; 'Frank V. Lujan'; 'Kylie R. Maurer'; 'Leann M. Meeks'; 'Daryl M. Movida'; 'Jessica R. Quinata'; 'Benny M. Quinata'; trreyes@portofguam.com; 'Eric J. Salas'; rcsalas@portofguam.com; 'Jerry D. Sanchez'; 'James A. Sandlin'; 'Alex L. Tithingrad'; 'Helen M. Toves'; 'David D. Untalan'; 'Chris Flores'; 'Edward Q. Chargualaf'; jrcruz@portofguam.com; 'Peter R. Cruz'; 'Sonja L. Cruz'; 'Carl I. Quinata'; 'Jessica R. Quinata'; 'Christopher P. Salas'; 'Benjamin A. Toves'; 'Jojo Guevara'; 'Vincent C. Bamba'; 'Michele S. Brillante'; 'Antonio P. Buenviaje'; 'Alisha R. Candoleta'; 'Joann B. Conway'; 'Ashley J. Cruz'; 'Christina R. Cruz'; 'Semjelfh R. Davis'; 'Jesse J. Eclavea'; 'Jessirae A. Flores'; 'Mary Jane Camacho'; 'Amacris Legaspi'; 'Christina M. Leonguerrero'; 'Jen Leon Guerrero'; 'Jeannie A. Martinez'; 'Connie Nocon'; ippalero@portofguam.com; vcpayumo@portofguam.com; 'George C. Pecina'; 'Gabrielle'; 'Elaine B. Santayana'; tmtaitano@portofguam.com; 'Shawn B. Cepeda'; 'Evangeline O. Castro'; 'Frances A. Cepeda'; ptguerrero@portofguam.com; 'Davida D. Herrera'; 'Carmelita G. Candoleta'; 'Annette Mafnas'; 'Angelina B. Aflague'; raayuyu@portofguam.com; 'Edna M. Eclavea'; tspatterson@portofguam.com; 'Mark A. Cabrera'; 'Denise J. Calvo'; 'Kirida H. Charfauros'; 'Tamara S. Flores'; spmuna01@portofguam.com; 'Annie'; dcalvarez@portofguam.com; 'Joseph P. Cruz'; 'Gussieannmarie Diaz'; 'Bernadette Meno'; 'jjavelosa'; 'Joe Javellana'; 'Donna Lizama-Acosta'; 'Chris Aguon'; 'Brenda Atalig'; 'Dora C. Perez'; 'Jared N. Perez'; 'Dennis Perez'; 'mfaguero'; 'dgblas'; 'Arden B Bonto'; 'Carol V. Jenkins'; 'Jacob Rico Jr. I. Paunte'; 'Anthony J. Yatar'
Subject: Creation of Positions - Port Chief Engineer & CIP Manager
Attachments: Port Chief Engineer.pdf; CIP Manager.pdf

Hafa Adai All,

Provided for your review and input is the request for Creation of Positions:

- Port Chief Engineer
- Capital Improvement Projects Manager

For immediate access, kindly click on link: <https://www.portofguam.com/news/public-notice>

Please submit your comments to the Human Resources Office no later than Monday, April 11, 2022.

Regards - marge

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 4:54 PM
To: 'Paul R. Salas'; 'Rodney F. Akima'; jjcamacho@portofguam.com; 'Joshua V. Candoleta'; pjleonguerrero@portofguam.com; 'Justin K. Santos'; 'Kenneth A. Santos'; pbsantos01@portofguam.com; 'Leonore V. Leon Guerrero'; 'Ryan J. Arriola'; 'Rita Carbullido'; 'John L. Leon Guerrero'; 'Peter C. Lorenzo'; 'Frankie C. Rosalin'; 'Loretta L. Topasna'; 'Masoud Teimoury'; 'Enrique S. Conde'; 'Jimmy P. Dacasin'; 'Victor Q. Duenas'; 'Iremar C. Gutierrez'; 'Katrina A. Messer'; 'Glenn Nelson'; 'Juan Borja'; 'Rhroda B. Casupang'; 'Kenneth J. Quintanilla'; 'Jennie C. Untalan'; 'Joe Ulloa'; 'Michael J. Barcinas'; 'Florencio M. Binuya'; mjcharfauros@portofguam.com; 'Frank'; 'George S. Duenas'; 'Janice H. Flores'; 'Kellen I. Kawasaki'; 'Antony B. Leon Guerrero'; zjmendiola@portofguam.com; 'Craig D. Palomo'; 'Bradley S. Paulino'; 'Lina M. Quinata'; 'Paul A. San Nicolas'; wdsannicolas@portofguam.com; 'Matthew Q. Sanchez'; 'Bryan A. Santos'; 'Coby J. Santos'; 'Jasmin K. Santos'; 'Jose J. Tajalle'; 'Joshua T. Tuituu'; jruntalan@portofguam.com; idwaki@portofguam.com; aayoshida@portofguam.com; kayoshida@portofguam.com; 'Raymond Santos'; 'Jacob Q. Aquiningoc'; 'Derrick M. Balajadia'; 'Jose P. Bamba'; efsblas@portofguam.com; jjblas@portofguam.com; 'Alfredo T. Bordallo'; raborja@portofguam.com; aicalip@portofguam.com; 'Patrick Q. Claros'; 'Estefanie C. Cordero'; 'Devin J. Cruz'; 'Frankie R. Cruz'; 'Jacqueline Cruz'; 'Kenneth S. Cruz'; trcruz@portofguam.com; 'Jesse A. Diego'; smduenas@portofguam.com; 'Anthony J. Evangelista'; 'Anthony Francisco'; 'Jarrett Q. Lynch'; 'Edwin A. Malaga'; 'Alfred'; 'Brandon M. Naputi'; 'Maui C. Ogo'; 'Kevin R. Sanchez'; 'Mark C. Tolenoa'; 'Albert I. Tudela'; 'Lester M. Van Meter'; 'Christopher D. Waki'; 'Juan D. Yoshida'; 'Simon Pinaula'; 'Joseph J. Aguon'; cjbenito@portofguam.com; qbcabejr@portofguam.com; 'Robert L. Meeks'; 'Corrina H. Calvo'; jnquinata@portofguam.com; wmsantos@portofguam.com; 'Paul M. Tedaotao'; jdtopasna01@portofguam.com; 'Reed K. Topasna'; pealvarez01@portofguam.com
Subject: Creation of Positions - Port Chief Engineer & CIP Manager
Attachments: Port Chief Engineer.pdf; CIP Manager.pdf

Hafa Adai All,

Provided for your review and input is the request for Creation of Positions:

- Port Chief Engineer
- Capital Improvement Projects Manager

For immediate access, kindly click on link: <https://www.portofguam.com/news/public-notice>

Please submit your comments to the Human Resources Office no later than Monday, April 11, 2022.

Regards - marge

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 5:05 PM
To: 'Shine A. San Agustin'; 'Earl T. Aquai'; 'gdaromin'; rdaromin@portofguam.com; 'Noreen Babauta'; 'Evelyn G. Pangelinan'; poblas@portofguam.com; cjalip@portofguam.com; jacandoleta@portofguam.com; jmcastro@portofguam.com; jycruz@portofguam.com; 'Christopher D. Datuin'; dvfernandez@portofguam.com; 'Richard Flores'; rpflores@portofguam.com; whudson@portofguam.com; 'Maria T. Ilanes'; 'John J. Leon Guerrero'; 'Joaquin P. Pangelinan'; jmpadrones@portofguam.com; rrperegrino@portofguam.com; 'George E. Piolo'; jpquintanilla@portofguam.com; 'Julie Y. Siatan'; 'Julieta A. Sontillanosa'; 'Alfred J. Torres'; 'Edward K. Wright'; 'Julio D Yap'; 'Alex Aflague'; gcamado@portofguam.com; rcayuyu@portofguam.com; jicruz@portofguam.com; rdacruz@portofguam.com; 'Luis M. Diaz'; wkdrilon@portofguam.com; jmeclavea@portofguam.com; 'Antonio G. Genovana'; fagico@portofguam.com; vestergl@portofguam.com; vqleonguerrero@portofguam.com; edmadahan@portofguam.com; jmmanglona@portofguam.com; 'Jason C. Mendiola'; jqperez@portofguam.com; mbperez@portofguam.com; stquenga@portofguam.com; dmquintanilla@portofguam.com; jrsalas@portofguam.com; pasalas@portofguam.com; egsannicolas@portofguam.com; 'Henry M. Santos'; dctaitano@portofguam.com; 'Michael D. Taitano'; jetass@portofguam.com
Subject: Creation of Positions - Port Chief Engineer & CIP Manager
Attachments: CIP Manager.pdf; Port Chief Engineer.pdf

Hafa Adai All,

Provided for your review and input is the request for Creation of Positions:

- Port Chief Engineer
- Capital Improvement Projects Manager

For immediate access, kindly click on link: <https://www.portofguam.com/news/public-notice>

Please submit your comments to the Human Resources Office no later than Monday, April 11, 2022.

Regards - marge

marge

From: marge <mduenas@portofguam.com>
Sent: Monday, March 28, 2022 3:26 PM
To: 'GuamWEBZ WebCare'
Subject: Creation of Position Port Chief Engineer
Attachments: Creation of Position Chief Engineer.pdf

Importance: High

PAG – Margret – 03/28/2022 – ASAP please

Kindly post attached on link: <https://portofguam.com/news/public-notice>

Title: Creation of Position Port Chief Engineer

Thank you - marge

marge

From: GuamWEBZ WebCare <webcare@guamwebz.com>
Sent: Monday, March 28, 2022 4:19 PM
To: marge
Subject: Re: Creation of Position Port Chief Engineer

Hi Marge,

This was done.

Regards,
Rocky

GuamWEBZ WebCare Team

For all your Web Updates and Support:
webcare@guamwebz.com

Sender's Note: This email and its content, including attachments, may have been prepared and/or sent by another member from our team on behalf of the person(s) named in this email, such as by a colleague/other team member, usually done so to expedite communication and/or in the spirit of sharing resources to get the task completed.
We may use AI applications in certain instances to improve communication and quality control.

On Mon, Mar 28, 2022 at 3:26 PM marge <mduenas@portofguam.com> wrote:

PAG – Margret – 03/28/2022 – ASAP please

Kindly post attached on link: <https://portofguam.com/news/public-notice>

Title: Creation of Position Port Chief Engineer

Thank you - marge



Public Notices

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- **Creation of Position CIP Manager**
- **Creation of Position Port Terminal Supervisor – Comments Submission Extended**
- **Creation of Position Port Terminal Worker – Comments Submission Extended**
- **Creation of Position - Port Terminal Worker**
- **Creation of Position - Port Terminal Supervisor**
- **Miscellaneous Services & Charges - Water Rate 080621**
- **Fendering System Hardening Project – Initial Public Notice**
- **Warehouse 1 Hardening Project – Initial Public Notice**
- **Labor Day Message**
- **PAG All Hazards Alert Warning System Test**
- **PAG Docket 17-01, 5 Year Tariff Increase 080720**
- **PEMRA GFT Petition for Exclusive Recognition on Port Police Personnel**
- **U.S. EDA PAG Comment Period for Installation of Fuel Pipeline System Environmental Narrative – Floodplain Notice Extended to Thursday, August 6, 2020**
- **U.S. EDA PAG 15-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers_NEPA and NHPA NOTICE**
- **U.S. EDA PAG 30-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers_FLOODPLAIN NOTICE**



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PORT OF GUAM
ATURIDATI PUEYTON 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

March 21, 2022

MEMORANDUM

TO: Board of Directors

FROM: Rory J. Respicio, General Manager 

SUBJECT: Request for Creation of Position – Chief Engineer

Hafa Adai! In the next year, the Port will be embarking on major capital improvement projects to harden the Port infrastructure to ensure resiliency and reliability for all Port users and community and prepare for the increase of military cargoes as a result of the transfer of military forces from Okinawa to Guam. The priorities of the projects are included in the Port's Readiness Plan which will be reflected in the 2022 Master Plan. The key elements of this plan will include wharf and pier service life extensions and strengthening of our maritime infrastructure to accommodate current and future functions of the Port, as well as, addressing climate and environmental issues the island is facing.

In addition to the Ports' Readiness Plan, the Agency will also be undertaking over 175 capital improvement construction projects over the next 5 years, to include the marinas and harbor of refuge. The Engineering Division will be overseeing the construction of these projects and work in collaboration with our Owner's Agent Engineer consultants and Port division heads to ensure that such projects do not disrupt the flow of cargoes into the island.

Currently, the programs and day-to-day activities of the Engineering Division are supervised by an Engineering Manager. The organizational structure of this division falls under the Deputy General Manager for Operations & Maintenance. Because of the complexity of the projects the division will be administering and types of interaction it would encounter with local and federal governments and as the Port embarks in this Readiness Plan, there is a need to establish a Chief Engineer position within the Port's Classification and Compensation Plan.

This position will be responsible for managing a division of technical specialists providing planning, design, construction inspection, construction management and operations support of the Port's maritime facilities.

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

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

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

If the Board agrees to establish the Chief Engineer position, Rule 5.016 of the Personnel Rules and Regulations would need to be complied with regarding transparency and disclosure. The requirements of this Rule are as follows:

1. The petition for request for creation is posted on the Port's website for 10 days (Saturdays, Sundays and Government of Guam holidays excepted).
2. Notices of the postings are provided to each newspaper of general circulation and broadcasting station which airs a regular local news program within Guam.

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

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

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

PROCESS	ESTIMATED TIMELINE
Request to be submitted to the Board for their initial review and approval to proceed with the transparency process for the creation of the position, i.e., posting such request on the Port's website.	March 24, 2022
If Board agrees to proceed with the creation, the request will be transmitted to the division heads for review and comments.	March 25, 2022
Posting of proposed creation of position on Port's website.	March 25 to April 8, 2022

Notification to be provided to the electronic and written media outlets of the Port's request, its availability on the website; and Board meeting date the request may be approved.	March 25, 2022
Request to be re-submitted to the Board for final approval and adoption by resolution.	April 28, 2022
Creation of position documents transmitted to the Director of Administration and Guam Legislative Secretary.	April 29, 2022
Process job announcement for positions and/or effective date of reallocation of positions.	May 30, 2022

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

Your kind approval of the above is appreciated.

Attachments

Cc: Deputy General Manager, Administration & Finance
Deputy General Manager, Operations & Maintenance
Corporate Services Manager
Acting Personnel Services Administrator

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

PETITION FOR
CREATION OF POSITION – CHIEF ENGINEER POSITION

REQUEST:

The General Manager requested the Human Resources Division to review the Port's current organizational structure and establish a Chief Engineer position.

AUTHORITY:

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

- A. *Pursuant to Section 6303(d), Title 4, GCA, the General Manager shall petition the Board to create new positions or classes of positions when necessary for the efficient performance of duties and functions of the Port.*
- B. *The petition shall include:*
 1. *the justification for the new position;*
 2. *the essential details concerning the creation of the position;*
 3. *the analysis of the similarities and differences between the position to be created and the positions listed pursuant to Title 4, GCA, Section 4101.1(d);*
 4. *the position description;*
 5. *the proposed pay range and demonstration of compliance with Section 6301 of Title 4, GCA; and*
 6. *a fiscal note as that term is described in Title 2, GCA, Section 9101 et seq., and any other pertinent information.*
- C. *The petition shall be posted on the Port's website for ten (10) days (Saturdays, Sundays and Government of Guam holidays excepted). After the posting, the General Manager shall forward the petition, along with evidence of his compliance with Title 5, GCA, Section 6303.1(a) to the Board, who if they approve the same, shall approve the petition by resolution and file the petition and resolution for record with the Director of Administration and the Legislative Secretary.*
- D. *No new position may be filled until after compliance of the provisions of this Section and thirty (30) days have elapsed from the date of filing with the Legislative Secretary.*

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

- A. *Prompt notice of the postings required by Title 4, GCA, Sections 6205 and 6303 shall be provided to each newspaper of general circulation and broadcasting station which airs a regular local news program within Guam.*
- B. *The petitions required by Title 4, GCA, Sections 6205 and 6303 are public documents for the purposes of Title 5, GCA, Chapter 10, Article 1 (The Sunshine Law).*
- C. *Any attempted creation of a position or above-step recruitment are not in compliance with provisions of Title 4, GCA, Sections 6205, 6303 and 6303.1(a) are void.*

References of Compliance:

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

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

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

4 GCA §6301. Compensation Policy.

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

AGENCY BACKGROUND:

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

JUSTIFICATION:

In the next year, the Port will be embarking on major capital improvement projects to harden the Port infrastructure to ensure resiliency and reliability for all Port users and community and prepare for the increase of military cargoes as a result of the transfer of military forces from Okinawa to Guam. The priorities of the projects are included in the Port's Readiness Plan which will be reflected in the 2022 Master Plan. The key elements of this plan will include wharf and pier service life extensions and strengthening of our maritime infrastructure to accommodate current and future functions of the Port, as well as, addressing climate and environmental issues the island is facing.

In addition to the Ports' Readiness Plan, the Agency will also be undertaking over 175 capital improvement construction projects over the next 5 years, to include the marinas and harbor of refuge. The Engineering Division will be overseeing the construction of these projects and work in collaboration with our Owner's Agent Engineer consultants and Port division heads to ensure that such projects do not disrupt the flow of cargoes into the island.

Currently, the programs and day-to-day activities of the Engineering Division are supervised by an Engineering Manager. The organizational structure of this division falls under the Deputy General Manager for Operations & Maintenance. Because of the complexity of the projects the division will be administering and types of interaction it would encounter with local and federal governments and as the Port embarks in this Readiness Plan, there is a need to establish a Chief Engineer position within the Port's Classification and Compensation Plan.

This position will be responsible for managing a division of technical specialists providing planning, design, construction inspection, construction management and operations support of the Port's maritime facilities.

As the Port embarks in this Readiness Plan, there is a need to establish a Chief Engineer position within the Port's Classification and Compensation Plan. This position will be responsible for planning, overseeing, and coordinating capital improvement and maintenance projects for the Port and will be working in collaboration with division heads and management in ensuring such projects are executed on schedule and on budget.

METHODOLOGY:

Human Resources staff reviewed the duties and responsibilities of the proposed Chief Engineer position using the job evaluation systematic process for assessing the content, relative size, and importance of the job within our organization using a total of twelve measurement factors. Each factor indicates a point rating and sum of all points representing the total “points” value for the job. Also provided were the organizational and functional charts.

In summary, the job evaluation provides:

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

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

CLASSIFICATION REVIEW:

The proposed Chief Engineer position, under the policy direction of management, directs, plans, organizes, integrates and oversees the work of the Engineering Division, including engineering design, project management, surveying, consultant and construction contract administration, construction inspection, scheduling and quality control, cost estimating and major maintenance program; provides expert professional assistance and support to Port management on engineering, construction and major maintenance and related maritime facilities and performs related duties as required. .

The position requires knowledge of:

- Theory, principles, practices, techniques of civil engineering, construction management and construction inspection.
- Principles and practices of strategic and long term business planning.
- Principles, practices, materials, equipment and techniques involved in the construction, maintenance and operation of a maritime and public works infrastructure.
- Federal and local laws, regulations and court decisions applicable to assign areas of responsibility.
- Theory, principles, practices and techniques of automated mapping and facilities management.
- Principles, practices and techniques of information technology and application development to facilitate automated information technology solutions.
- Principles and practices of budgeting, purchasing and maintenance of public records.
- Research methods and analysis techniques.
- Principles and practices of sound business communication.
- Principles and practices of effective management and supervision.
- Local government’s personnel policies and local and federal labor contract provisions.

Ability to:

- Analyze and make sound recommendations on complex management and administrative issues.
- Plan and direct the engineering design functions required by a large, complex organization.
- Understand, interpret, explain and apply maritime policy and procedures governing assigned areas of responsibility.
- Evaluate the applicability of emerging developments and technologies to ensure productivity and work process effectiveness.
- Present proposals and recommendations clearly and logically in public meetings.
- Represent the Port effectively in negotiations.
- Develop and implement appropriate procedures and controls.
- Prepare clear, concise and comprehensive correspondence, reports, studies and other written materials.
- Exercise sound, expert independent judgment within general policy guidelines.
- Establish and maintain effective working relationships with all levels of management, other government officials, consultants, vendors, employees and the public.
- Exercise tact and diplomacy in dealing with sensitive, complex and confidential issues and situations.

The position reports to the Deputy General Manager for Operations & Maintenance.

Guidelines to be used by this position includes established laws, agency/division policies and the principles, methods, practices, and techniques involved in civil engineering, including design, cost, construction materials and technique and federal and local mandates regarding construction.

The experience and training of the position requires possession of a Bachelor's degree in engineering or equivalent from an Accredited Board of Engineering and Technology (AABET) accredited university or college program, Masters in engineering or management degree preferred and ten (10) years of progressively responsible management experience in the design, construction, and maintenance of diverse and complex maritime and/or public works facilities, with civil engineering and construction experience, at least 4 years of which were in a management capacity.

Special qualification requirements would include current registration as a professional engineer in the United States in electrical, mechanical or civil and registration on Guam as a Professional Engineer is required within one year of employment and possession of a valid operator's driver's license.

The job evaluation points process is based on twelve (12) job factors (i.e., education, experience, complexity, scope of work, problem solving, freedom to act/supervision received, work environment, physical demands, impact of discretionary decisions, human relations skills/contacts, authority exercised and supervisory/managerial responsibility. Additionally, a comparative analysis was conducted of the proposed position's counterparts within the organization. The factors in determining the pay grade allocation are attached.

ANALYSIS OF SIMILARITIES AND DIFFERENCES:

A review of the Government of Guam Classification Plan's Occupational Listing revealed that there are positions that are closely associated with the proposed Chief Engineer position, however, those positions are subjected to the sole use of the line departments or autonomous agencies and cannot be used by the Port Authority of Guam.

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

FISCAL NOTE:

The full-time equivalency (FTE) and funding has been identified and approved by the Board.

RECOMMENDATION:

Our review has determined the following pay grade allocation for the Port Terminal Supervisor:

Job Evaluation Points	Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
1385	P-10C	\$148,298	P-11C	\$154,320

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


SHAWN B. CEPEDA
Acting Personnel Services Administrator

CHIEF ENGINEER

NATURE OF WORK:

Under the policy direction of management, directs, plans, organizes, integrates and oversees the work of the Engineering Division, including engineering design, project management, surveying, consultant and construction contract administration, construction inspection, scheduling and quality control, cost estimating and major maintenance program; provides expert professional assistance and support to Port management on engineering, construction and major maintenance and related maritime facilities and performs related duties as required. .

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

Leads, plans, organizes, controls, integrates and evaluates the work of the Engineering Division; with subordinate staff and counterpart managers, develops, integrates, implements and monitors work of major maintenance and capital improvement projects programs, policies and processes to achieve division and Port mission, strategic and business plans, goals and performance measures, participates in development of and monitors performance against the division and Agency's budget.

With other members of the management team, exercises leadership and participates in the development of Port's strategic plan and key strategic initiatives; develops and implements the division's business plans, operational/resource priorities, work programs, processes, procedures and policies required to achieve strategic initiatives and overall Agency results in alignment of Port wide core values guiding principles goals and priorities.

Plans, organizes, directs and evaluates the performance of assigned staff; establishes performance requirements and personal development targets; regularly monitors performance and provides coaching for performance improvement and development; recognizes and recommends incentive awards for staff's performance, recommends disciplinary action to management to address performance deficiencies, in accordance with Port personnel rules and regulations and labor contract agreements.

Directs development, implementation and administration of comprehensive construction and maintenance project programs, policies, guidelines and procedures related to the engineering design and construction of the Port's maritime facilities.

Plans, develops, implements and directs the activities of staff engaged in the engineering design, automated mapping, construction, inspection, modification, renovation and maintenance of the Port's facilities; oversees and coordinates the selection of consulting engineers; negotiates the scope of services with consultants for incorporation into contracts and agreements; oversees, coordinates, inspects the work of contractors engaged in the engineering design and construction of facilities; plans and directs the development, implementation and usage of facilities mapping and geographical information systems.

Monitors development in areas of responsibility; analyzes proposed local laws, regulations and court decisions for the impact of Port practice and operations; recommends and implements policy and procedure changes consistent with requirements; directs or conducts research and analysis of the Port's needs and requirements in assigned area of responsibilities, recommends appropriate actions and implements programs.

Participates in the Port's short and long range planning process for facility construction and major repair needs and requirements; reviews and approves engineering design plans to ensure conformance with Port standards and policies; works with project managers to review and approve engineering design plans prepared by consulting engineers.

Provides professional expertise, analyses, advise and consultation in matters of importance to the Port; may represent Port management in presentations concerning facilities engineering, construction and major maintenance issue and negotiations with other government agencies.

Prepares a wide range of reports pertaining to the status of construction and major repair projects.

Represents the Port with other local and federal government agencies, organizations and individuals.

May act as the alternate to the designated lead for the Port's Emergency Operation Center in case of a natural disaster or other critical emergency affecting the Port and its facilities.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of:

- Theory, principles, practices, techniques of civil engineering, construction management and construction inspection.
- Principles and practices of strategic and long term business planning.
- Principles, practices, materials, equipment and techniques involved in the construction, maintenance and operation of a maritime and public works infrastructure.
- Federal and local laws, regulations and court decisions applicable to assign areas of responsibility.
- Theory, principles, practices and techniques of automated mapping and facilities management.
- Principles, practices and techniques of information technology and application development to facilitate automated information technology solutions.
- Principles and practices of budgeting, purchasing and maintenance of public records.
- Research methods and analysis techniques.
- Principles and practices of sound business communication.
- Principles and practices of effective management and supervision.
- Local government's personnel policies and local and federal labor contract provisions.

Ability to:

- Analyze and make sound recommendations on complex management and administrative issues.
- Plan and direct the engineering design functions required by a large, complex organization.
- Understand, interpret, explain and apply maritime policy and procedures governing assigned areas of responsibility.
- Evaluate the applicability of emerging developments and technologies to ensure productivity and work process effectiveness.
- Present proposals and recommendations clearly and logically in public meetings.

- Represent the Port effectively in negotiations.
- Develop and implement appropriate procedures and controls.
- Prepare clear, concise and comprehensive correspondence, reports, studies and other written materials.
- Exercise sound, expert independent judgment within general policy guidelines.
- Establish and maintain effective working relationships with all levels of management, other government officials, consultants, vendors, employees and the public.
- Exercise tact and diplomacy in dealing with sensitive, complex and confidential issues and situations.

MINIMUM EXPERIENCE AND TRAINING:

Possession of a Bachelor's degree in engineering or equivalent from an Accredited Board of Engineering and Technology (AABET) accredited university or college program, Masters in engineering or management degree preferred and ten (10) years of progressively responsible management experience in the design, construction, and maintenance of diverse and complex maritime and/or public works facilities, with civil engineering and construction experience, at least 4 years of which were in a management capacity.

SPECIAL QUALIFICATION REQUIREMENT:

Current registration as a professional engineer in the United States in electrical, mechanical or civil and registration on Guam as a Professional Engineer is required within one year of employment and possession of a valid operator's driver's license.

Fiscal Year 2022
FUNCTIONAL STATEMENT FOR
ENGINEERING DIVISION

INTRODUCTION

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

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

BOARD OF DIRECTORS

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

GENERAL MANAGER

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

DEPUTY GENERAL MANAGER, OPERATIONS & MAINTENANCE

The Deputy General Manager, Operations & Maintenance is under the general supervision of the General Manager. In the absence of the General Manager, may serve as Acting General Manager. The position is hired and employed under the terms and conditions fixed by and at the pleasure of the Board of Directors. The Deputy General Manager for Operations & Maintenance is responsible for the overall operations and administration of Compliance/Control, Operations and Maintenance departments.

ENGINEERING DIVISION

The Chief Engineer is under the general supervision of the Deputy General Manager of Operations & Maintenance. The position directs, plans, organizes, integrates and oversees the work of the Engineering Division, including engineering design, project management, surveying, consultant and construction contract administration, construction inspection, scheduling and quality control, cost estimating and major maintenance program; provides expert professional assistance and support to Port management on engineering, construction and major maintenance and related maritime facilities and performs related duties as required.

JOB EVALUATION
For
CHIEF ENGINEER

Factors	Points	Comments
Education	J 152	Tertiary/Professional: Requires a post high school tertiary qualification at a university, polytechnic or equivalent educational body. J152: Master/honor degree including post graduate courses of study, e.g., MBA or advanced professional certification, e.g., PE (Professional Engineer), CPA (Certified Public Accountant), PS (Professional Surveyor) etc.
Experience	K 200	Executive Direction: Extensive experience in managing, leading and directing a major function/department or division of a large organization.
Complexity	E 60 352 211.2	Complex: A high level of innovation and adaptability is required to react to rapidly changing circumstances. Significant demands made to control, harmonize and motivate all or major sections of the organization. A high level of unpredictability is encountered and this necessitates innovative and conceptual thinking in responding to the demands of the business both locally and perhaps internationally.
Scope of Work	E 25 352 88.0	Corporate: Functional responsibility at a corporate level involving the central coordination of a specialist or staff function in a large organization or a number of specialist or staff functions in a small or medium size organization. The position requires the integration and coordination of all associated activities and has influence over all relevant policy and procedures.
Problem Solving	F 152	Evaluative: Little routine work is involved. Problems are primarily of a strategic nature requiring analysis and the detailed evaluation of alternative solutions. Guidelines may provide a general framework but considerable judgment and initiative is required to find the best possible solution. Problems may be of a scientific nature requiring the application of highly advanced/sophisticated research.
Freedom to Act/Supervision Received	E 115	Guidance: Jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially and progress is reviewed intermittently and informally.
Work Environment	A1 12	Work is performed indoors in office conditions with almost no unpleasant environmental influences.

Job Evaluation for Chief Engineer

Page 2

Factors	Points	Comments
Physical Demands	A 1 22	Work is usually performed sitting, with the opportunity to stand and walk freely.
Impact of Discretionary Decisions	D2 100	Direct impact of a single decision causes a major impact which can be expressed in dollar terms of tens of thousands of dollars.
Human Relations Skills/Contacts	F4 115	Top Level: Coordination and direction of senior management from all areas of the organization.
Authority Exercised	G3 175	Approves routine expenditure within budgetary limits and is accountable for an O&M budget \$2m - \$20m
Supervisory & Managerial Responsibility	D1 43	Has full supervisory/managerial responsibility for 30 – 99 staff.
TOTAL POINTS	1385	

PAY GRADE ALLOCATION

Job Evaluation Points	Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
1385	P-10C	\$148,298	P-11C	\$154,320

PORT AUTHORITY OF GUAM



POSITION DESCRIPTION

1.0 IDENTIFICATION

POSITION TITLE	Chief Engineer
POSITION NUMBER	
NAME OF EMPLOYEE	New
NAME OF DIRECT SUPERVISOR	Dominic G. Muna
TITLE OF DIRECT SUPERVISOR	Deputy General Manager, Operations & Maintenance
JOB LOCATION (Department / Agency)	Port Authority of Guam
DIVISION	Engineering
DEPARTMENT	Control & Compliance
SECTION / UNIT	
FLSA	
CLASSIFICATION	<input checked="" type="checkbox"/> Classified <input type="checkbox"/> Unclassified <input type="checkbox"/> Vacant
JOB EVALUATION POINTS	1385
PAY GRADE	P-10C
POSITION DESCRIPTION (Reviewed)	

2.0 DESCRIPTION OF DUTIES

2.1 ESSENTIAL FUNCTIONS

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

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

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

Duty No or % of Time	Duties and/or Responsibilities
1	Leads, plans, organizes, controls, integrates and evaluates the work of the Engineering Division; with subordinate staff and counterpart managers, develops, integrates, implements and monitors work of major maintenance and capital improvement projects programs, policies and processes to achieve division and Port mission, strategic and business plans, goals and performance measures, participates in development of and monitors performance against the division and Agency's budget.
2	With other members of the management team, exercises leadership and participates in the development of Port's strategic plan and key strategic initiatives; develops and implements the division's business plans, operational/resource priorities, work programs, processes, procedures and policies required to achieve strategic initiatives and overall Agency results in alignment of Port wide core values guiding principles goals and priorities.
3	Plans, organizes, directs and evaluates the performance of assigned staff; establishes performance requirements and personal development targets; regularly monitors performance and provides coaching for performance improvement and development; recognizes and recommends incentive awards for staff's performance, recommends disciplinary action to management to address performance deficiencies, in accordance with Port personnel rules and regulations and labor contract agreements.
4	Directs development, implementation and administration of comprehensive construction and maintenance project programs, policies, guidelines and procedures related to the engineering design and construction of the Port's maritime facilities
5	Plans, develops, implements and directs the activities of staff engaged in the engineering design, automated mapping, construction, inspection, modification, renovation and maintenance of the Port's facilities; oversees and coordinates the selection of consulting engineers; negotiates the scope of services with consultants for incorporation into contracts and agreements; oversees, coordinates, inspects the work of contractors engaged in the engineering design and construction of facilities; plans and directs the development, implementation and usage of facilities mapping and geographical information systems.

Duty No or % of Time	Duties and/or Responsibilities
6	Monitors development in areas of responsibility; analyzes proposed local laws, regulations and court decisions for the impact of Port practice and operations; recommends and implements policy and procedure changes consistent with requirements; directs or conducts research and analysis of the Port's needs and requirements in assigned area of responsibilities, recommends appropriate actions and implements programs
7	Participates in the Port's short and long range planning process for facility construction and major repair needs and requirements; reviews and approves engineering design plans to ensure conformance with Port standards and policies; works with project managers to review and approve engineering design plans prepared by consulting engineers.
8	Provides professional expertise, analyses, advise an consultation in matters of importance to the Port; may represents Port management in presentations concerning facilities engineering, construction and major maintenance issue and negotiations with other government agencies.
9	Prepares a wide range of reports pertaining to the status of construction and major repair projects.
10	Represents the Port with other local and federal government agencies, organizations and individuals.
11	May act as the alternate to the designated lead for the Port's Emergency Operation Center in case of a natural disaster or other critical emergency affecting the Port and its facilities.
12	Performs related duties as assigned.

2.2 NON-ESSENTIAL OR ADDITIONAL FUNCTIONS

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

Duty No or % of Time	Duties and/or Responsibilities

3.0 CONTACTS

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

3.1 WITHIN DEPARTMENT / AGENCY

Mark one correct response below with an [X]

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

3.2 OUTSIDE DEPARTMENT / AGENCY

Mark one correct response below with an [X]

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

4.0 SUPERVISION RECEIVED

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

	Detailed and specific instructions / procedures received or followed for each assignment
	General Supervision - Routine duties are performed with minimal supervision. Standard practices or procedures allow employee to function alone at routine work. Supervisor makes occasional check of work while in progress. Work is reviewed upon completion.
	Direction - Receives guidance about general objectives in most of the tasks and projects assigned; determines methods, work sequence, scheduling and how to achieve objectives of assignments; operates within policy guidelines. (Generally applicable to skilled professionals, managers and supervisors.
X	General Direction - Receives very general guidance about overall objectives; work is usually quite independent of others; operates within division or department policy guidelines, using independent judgment in achieving assigned objectives. (Generally applicable to managers / administrators in large and complex organizations and to department / agency heads and their first assistants.)

5.0 SUPERVISION EXERCISED

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

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

No Supervised	Position Title	Description of Responsibilities
2	Engineer III	Performs complex duties in the professional speciality of civil, mechanical, electrical, communications, traffic, environmental or architectural engineering work.
1	Engineer II	Moderately complex professional duties of civil, mechanical, electrical, communication, traffic, environmental or architectural engineering work.
1	Engineering Technician II	Complex technical engineering or surveying duties including independent work on specialized areas.
1	Administrative Assistant	Provides administrative support to the division

6.0 EQUIPMENT

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

%	Tools / Equipment
	Personal Computer

7.0 JOB REQUIREMENTS

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

7.1 MINIMUM QUALIFICATION REQUIREMENTS

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

7.1.1 WORK EXPERIENCE

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

a) No work experience required

b) General Years Months

c) Specialized Years Months

Progressively responsible management experience in the design, construction, and maintenance of diverse and complex maritime and/or public works facilities, with civil engineering and construction experience	10	

d) Supervisor / Management Years Months

Management capacity.	4	

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

Years Months

7.1.2 FORMAL EDUCATION OR TRAINING

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

Below High School. Show number of years :

High School Graduation / GED

Vocational / Technical School. Detail below the specific training that is required by this position :

Some College. Show number of Semester Hours, or

Quarter Hours

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

College Degree. Show major area of study required :

Associates :	
Bachelors :	Engineering or equivalent from an Accredited Board of Engineering and Technology (AABET) accredited university or college program,
Masters :	Engineering or management degree preferred
Beyond Masters :	

7.1.3 CRITICAL SKILLS / EXPERTISE

List specialized skills or specialization needed to perform essential functions :

Theory, principles, practices, techniques of civil engineering, construction management and construction inspection
Principles and practices of strategic and long term business planning.
Analyze and make sound recommendations on complex management and administrative issues.
Exercise sound, expert independent judgment within general policy guidelines
Establish and maintain effective working relationships with all levels of management, other government officials, consultants, vendors, employees and the public.

7.1.4 LICENCE / REGISTRATION OR CERTIFICATION

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

Professional Engineer Certification

7.2 MENTAL / VISUAL / PHYSICAL & ENVIRONMENTAL JOB REQUIREMENTS

7.2.1 PHYSICAL REQUIREMENTS

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

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

Describe any other physical job requirements below :

7.2.2 MENTAL / VISUAL REQUIREMENTS

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

- General Intelligence (typical requirement for machine operators, office staff, etc.)
- Motor Coordination Skills (typical for automotive mechanic, painter, etc.)
- Coordination of Eyes, Hands, and Feet (e.g. tractor trailer driver, fire fighter, line electrician, etc.)
- Verbal Intelligence (typical for counsellors, customer service representatives, etc.)
- Numerical Intelligence (typical for an accounting clerk, cargo checker, etc.)
- Other (outline below)

7.2.3 WORK ENVIRONMENT & WEATHER EXPOSURE

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

%

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

7.2.4 OTHER PHYSICAL WORKING CONDITIONS

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

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

%

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

- Heat. Describe source and degree of high temperature.

- Cold. Describe source and degree of cold temperature:

- Other hazards. Describe:

7.2.5 IRREGULAR / UNUSUAL JOB REQUIREMENTS

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

Mark an [X] in the box if not applicable

Condition	Frequency of Exposure

7.3 WORK SCHEDULE / HOURS

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

- Regular - Standard Eight (8) hours daily, Monday - Friday
- Irregular - Shift work - A 24-hour work operation.
- Regular / Irregular - Overtime hours with overtime pay entitlement

State purpose and average total hours required per pay period:

- Regular / Irregular - Overtime hours without overtime pay entitlement

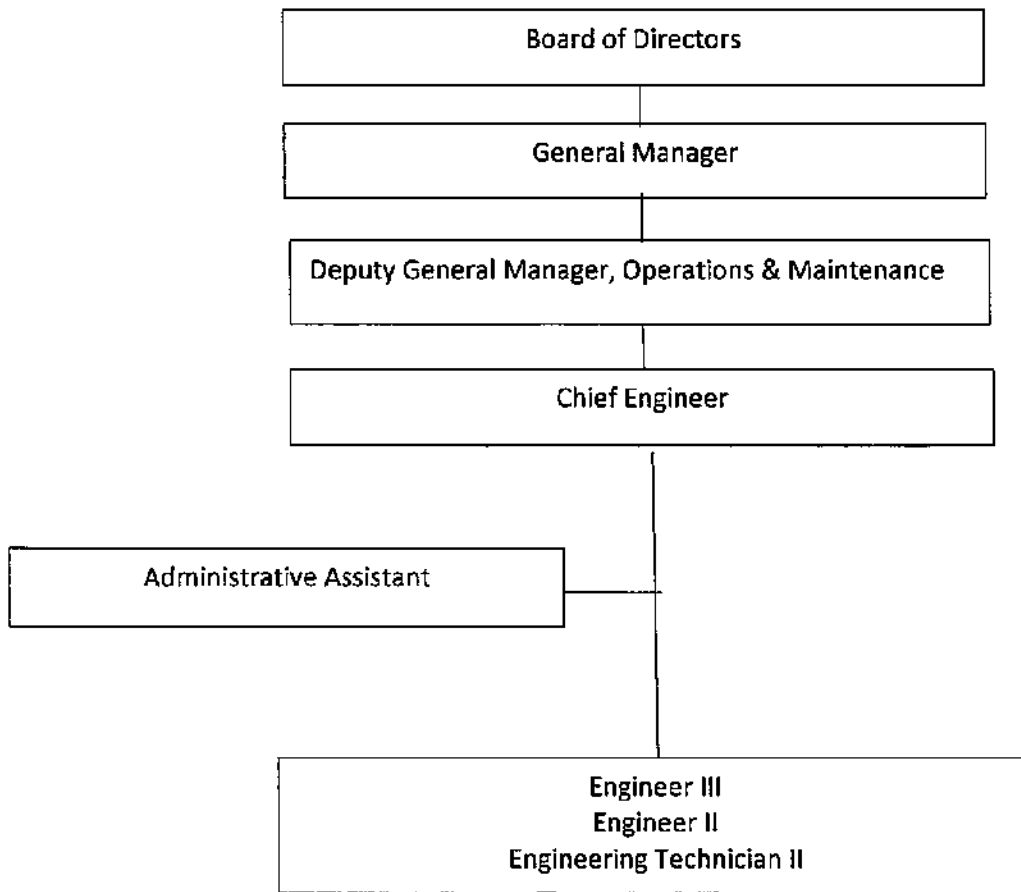
State purpose and average total hours required per pay period:

The information given on this position is complete and correct.

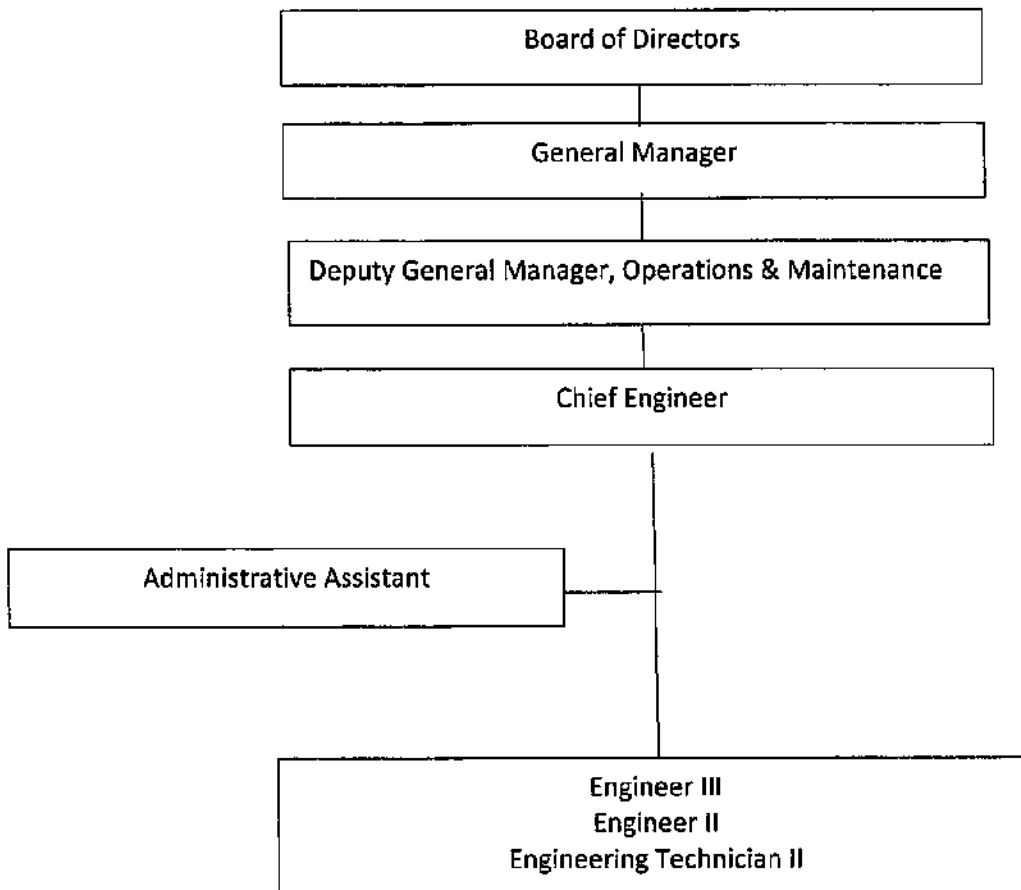
Signature of Employee

Date

ENGINEERING DIVISION



ENGINEERING DIVISION



FISCAL NOTE

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

	FY 2022				FY 2023			
	General	Crane Surcharge	FMF	Marinas	General	Crane Surcharge	FMF	Marinas
Revenues								
Expenditures	\$172,690				\$262,565			
Budget								

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

The Port is in the process of petitioning the creation of a Capital Improvement Projects Manager & Chief Engineer under the Port's Classification and Compensation Plan. The salaries and benefits for the positions has also been identified. The following are different levels recommended for the Capital Improvement Projects Manager & Chief Engineer positions and their corresponding salary ranges.

Capital Improvement Projects Manager

Job Points	Evaluation	Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
1217		N-10D	\$114,267	N-11D	\$118,907

Chief Engineer

Job Points	Evaluation	Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
1385		P-10C	\$148,298	P-11C	\$154,320

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

The General Manager will be presenting to the Board on March 24, 2022, (2) two creation of positions – Capital Improvement Projects Manager & Chief Engineer. The funding for the two positions will come from the Vacancy Pool.

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

A. Revenues:

B. Expenditures:

If the Port decides to hire based on the minimum salary for both positions starting April 17, 2022 the total pro-rated amount for FY 2022 is \$172,690. The hiring of the two new positions will increase the salary for FY 2023 to \$262,565.

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

The appropriations for the two new position creations will come from the Vacancy Pool budget based on the YTD for FY 2022. The expenditures for FY 2022 and FY 2023 are indicated in section *IA*.

Name: Jose B. Guevara III, Financial Affairs Controller
Division: Finance Division
Telephone: (671) 477-5931 ext. 323
Date Prepared: 3/22/2022

BOARD OF DIRECTORS
Francisco G. Santos, Chairman
Nathan T. Taimanglo, Vice Chairman
Isa Marie C. Kold, Board Secretary
Dorothy P. Harris, Member
Dr. Judith P. Guthertz, Member



Resolution No. 2022-11

RELATIVE TO APPROVING THE CREATION OF CAPITAL IMPROVEMENT PROJECTS MANAGER POSITION IN THE CLASSIFIED SERVICE AS AUTHORIZED UNDER TITLE 4, GUAM CODE ANNOTATED, SECTIONS 6303(d) AND 6303.1

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE JOSE D. LEON GUERRERO COMMERCIAL PORT:

WHEREAS, Title 4, Guam Code Annotated, section 6303(d) authorizes the General Manager to petition to the Board of Directors to create positions in the classified service; and

WHEREAS, on March 24, 2022, the General Manager petitioned the Board of Directors to create the Capital Improvement Projects Manager position in the classified service by providing its justification, essential details concerning the creation of the position, an analysis of similarities and differences between the position and positions listed pursuant to Title 4, Guam Code Annotated, Section 4101.1(d), and proposed pay grade and demonstration of compliance with Section 6301 of Title 4, and fiscal note as that term is described in Title 2, Guam Code Annotated, Section 9101 and any other pertinent information; and

WHEREAS, the Board of Directors at their regular meeting of March 24, 2022 authorized management to begin the creation process of the Capital Improvement Projects Manager; and

WHEREAS, to ensure transparency and disclosure is conducted on the creation of the Capital Improvement Projects Manager position and to comply with Title 4, Guam Code Annotated, Chapter 6, Section 6303.1, management notified the Port employees and provided electronic and written media on March 28, 2022, and posted its petition on the Port's website from March 28, 2022 to April 11, 2022; and

WHEREAS, at the regular meeting of April 28, 2022, management re-submitted its petition to the Board of Directors advising them that the Port complied with the transparency process as mandated by Title 4, Guam Code Annotated, Section 6303.1; now therefore be it

RESOLVED, that the Board of Directors approves management's petition to establish the creation of the Capital Improvement Projects Manager position at a Pay Grade N in the classified service and authorizes management to transmit copies of such petitions to the Director of Department of Administration and the Legislative Secretary of the 36th Guam Legislature as required under Title 4, Guam Code Annotated, Section 6303(d)(2); and be it further

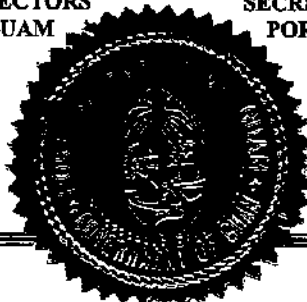
RESOLVED, that the Chairman certify to, and the Secretary attest to, the adoption hereof and that copies of the same be thereafter transmitted to the Director of Department of Administration and Legislative Secretary of the 36th Guam Legislature.

PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF DIRECTORS THIS 28th DAY OF APRIL, 2022.

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

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

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BOARD OF DIRECTORS
Francisco G. Santos, Chairman
Nathan T. Taimanglo, Vice Chairman
Isa Marie C. Koki, Board Secretary
Dorothy P. Harris, Member
Dr. Judith P. Guthertz, Member



Resolution No. 2022-12

**RELATIVE TO APPROVING THE CREATION OF PORT CHIEF ENGINEER
POSITION IN THE CLASSIFIED SERVICE AS AUTHORIZED
UNDER TITLE 4, GUAM CODE ANNOTATED, SECTIONS 6303(d) AND 6303.1**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE JOSE D. LEON GUERRERO
COMMERCIAL PORT:**

WHEREAS, Title 4, Guam Code Annotated, section 6303(d) authorizes the General Manager to petition to the Board of Directors to create positions in the classified service; and

WHEREAS, on March 24, 2022, the General Manager petitioned the Board of Directors to create the Port Chief Engineer position in the classified service by providing its justification, essential details concerning the creation of the position, an analysis of similarities and differences between the position and positions listed pursuant to Title 4, Guam Code Annotated, Section 4101.1(d), and proposed pay grade and demonstration of compliance with Section 6301 of Title 4, and fiscal note as that term is described in Title 2, Guam Code Annotated, Section 9101 and any other pertinent information; and

WHEREAS, the Board of Directors at their regular meeting of March 24, 2022 authorized management to begin the creation process of the Port Chief Engineer; and

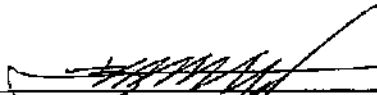
WHEREAS, to ensure transparency and disclosure is conducted on the creation of the Port Chief Engineer position and to comply with Title 4, Guam Code Annotated, Chapter 6, Section 6303.1, management notified the Port employees and provided electronic and written media on March 28, 2022, and posted its petition on the Port's website from March 28, 2022 to April 11, 2022; and


WHEREAS, at the regular meeting of April 28, 2022, management re-submitted its petition to the Board of Directors advising them that the Port complied with the transparency process as mandated by Title 4, Guam Code Annotated, Section 6303.1; now therefore be it

RESOLVED, that the Board of Directors approves management's petition to establish the creation of the Port Chief Engineer position at a Pay Grade P in the classified service and authorizes management to transmit copies of such petitions to the Director of Department of Administration and the Legislative Secretary of the 36th Guam Legislature as required under Title 4, Guam Code Annotated, Section 6303(d)(2); and be it further

RESOLVED, that the Chairman certify to, and the Secretary attest to, the adoption hereof and that copies of the same be thereafter transmitted to the Director of Department of Administration and Legislative Secretary of the 36th Guam Legislature.

**PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF
DIRECTORS THIS 28th DAY OF APRIL, 2022.**

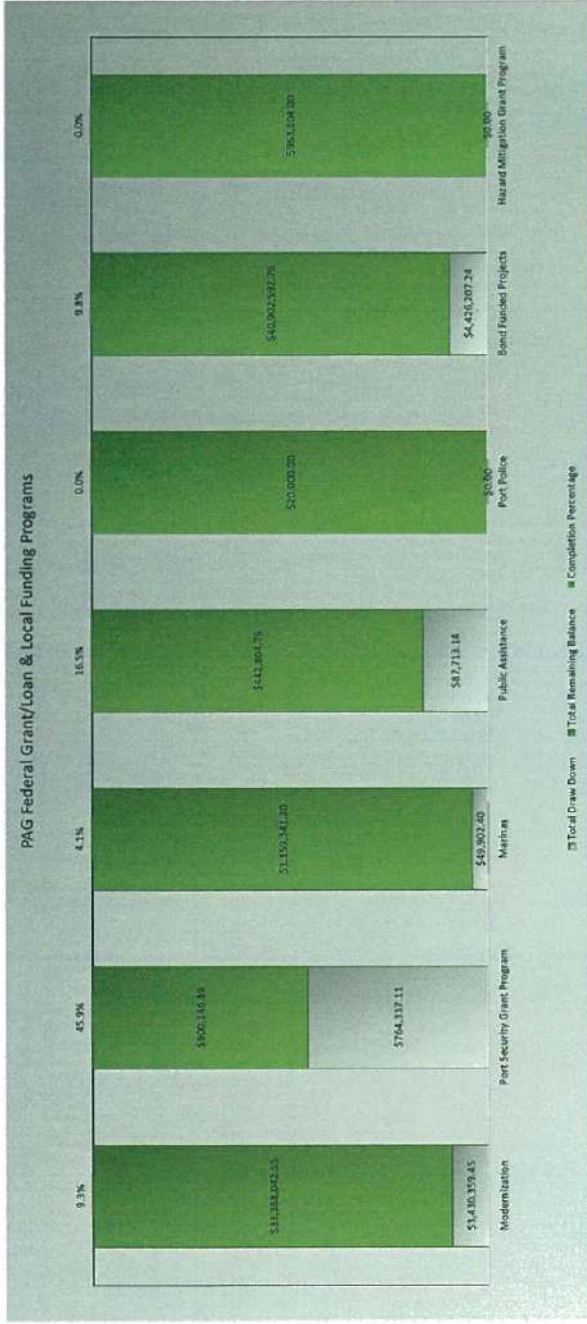

FRANCISCO G. SANTOS
CHAIRMAN, BOARD OF DIRECTORS
PORT AUTHORITY OF GUAM


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

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FY 2022 Port Modernization Plan
Grant/Bond Strategy - Monthly Update
As of April 25, 2022



Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT #/B/RFP/PO Number	Status	
Modernization	\$36,818,402.00	\$3,430,359.45	\$33,388,042.55			
DTMA9161600007 - Rehabilitation of "H" Wharf	\$10,000,000.00	\$0.00	\$10,000,000.00	PO No. 17043-OF for \$2,249,945.54 awarded to GHD Inc. Rebid opening was held on Friday, 01/28/2022 at the PAG Board Room. Bid packet under review and discussions are ongoing. Change Order No. 1 PO No. 17159-OF for \$198,140.16 Approval of Change Order No. 2 on 10/07/2021. PO No. 17416-OS for \$18,670.13 Approval of Change Order No. 3 on 10/21/2021. PO No. 17545-OS for \$15,414.88 Approval of Change Order No. 4, No. 5, and No. 6 on 12/07/2021. PO No. 17585-OS for \$63,110.20 Approval of Change Order No. 7 and 8 on 12/10/2021. PO No. 17696-OS and 17696-OS for \$52,706.83 Approval of Change Order 9 on 02/21/2022 for \$11,492.77 Approval of Change Order 10 on 03/25/2022 for \$9,211.12 New Contract Amount: \$2,638,693.63		
GR882-19-04 - 2020 Master Plan Update	\$1,600,000.00	\$1,247,690.86	\$352,309.14		WSP conducted site visits/meetings on Guam from February 21-25, 2022. The Master Plan effort is a collaboration between Management, Port Division Heads, and the Port's OAE on the following initiatives: 1) Completion of the draft Customs Inspection Facility Feasibility Study, 2) FSM Study - goal is information integration between and amongst carriers, the PLUGG, Customs, and the PAG, 3) Tariff Simplification - streamlining and refining PAG rates and services, 4) STS Crane Procurement Support, 5) PAG/GPA collaboration on proposed Liquefied Natural Gas (LNG) capability at the Port, 6) Crane Demolition - removing of Gantires 2 and 3, Mobile Harbor Crane and Rubber Tyred Gantry (RTG) cranes, and 7) Solar Power Feasibility Study - PAG effort to utilize solar energy to reduce PAG dependence on GPA island power. Ongoing.	
GR882-20-06 - OAS Supplemental Support Services	\$1,500,000.00	\$11,148.04	\$1,488,851.96	P.O. No. 17424-OS for \$1,500,000.00	WSP approval obtained on September 30, 2021 meeting. Randall Unzuaki, WSP USA, Inc. signed contract agreement on October 20, 2021. Purchase Order signed on November 10, 2021. Task Order #11 services are ongoing.	
GR882-21-08 - PAG Construction Technical Oversight Services	\$1,500,000.00	\$11,148.04	\$1,488,851.96			

**FY 2022 Port Modernization Plan
Grant/Bond Strategy - Monthly Update
As of April 25, 2022**

Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT IEB/PO Number	Status
Port Enterprise Fund - Port of Guam Construction Deficiencies and Equipment Purchases	\$2,844,580.00	\$2,171,520.55	\$673,059.45	<p>Project 1 - PO No. 1557-OF for \$139,449.00 awarded to American Builder LLC</p> <p>Project 2 - PO No. 15589-OF for \$82,940.00 awarded to Highway Safety Services LLC</p> <p>Project 3 - PO No. 15449-OF for \$10,311 awarded to AB Mer Construction</p> <p>Project 4 - PO No. 15213-OS for \$1,639,976 awarded to Morrico Equipment LLC</p> <p>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 - \$798,844.55</p> <p>Project 6 & 7 - The Purchase Orders were separated by funding source. The POs are as follows: PO No. 1750905 for \$703,934.19 - MARRAD - \$673,009.45 & PAG Share - \$30,924.74 PO No. 1751005 for \$309,739.81 - PSGP - \$50,146.08 & PAG Share - \$99,593.73 PO No. 1751105 for \$307,744.00 - PAG Share</p>	<p>Project 6 - 35 of the 62 cameras have been installed at strategic locations throughout the Port and High Mast installations are scheduled to start this week. CCTV footage on new cameras is available via the newly installed servers. The building permit has not been issued by DPW at this time. Once the building permit is received trenching for new camera locations will begin.</p> <p>Project 7 - Upgrade Port's KANTECH Access Control and Web-Ready Security Management System - See Project 6.</p>
07-79-07614 - FI Pier to Golf Pier Fuel Connectivity Project	\$2,413,091.00	\$0.00	\$2,413,091.00		<p>SHPO's guidance on the project indicates the need for a HABS/HAER Level 1 document prior to construction. Strategic Planning Division is coordinating this process with SHPO. EDA held a virtual meeting with PAG staff on January 7, 2022 to introduce new Project Officer, PAG transmitted A/E Design scope of services and other documents to new Project Officer for informal review and comments. EDA Project Officer conducted a site visit on February 18, 2022. PAG currently awaiting receipt of comments/approval from Project Officer regarding A/E Design scope of services. March 8, 2022, bi-weekly project update meeting held with EDA Project Officer and PAG Engineering Division. Engineering discussed scope of work for A&E Design, noted additional verbiage for Scope under development. March 17, 2022, Planning sent additional verbiage to EDA Project Officer for review. The EDA Project Officer approved the changes. IEB-PAG-022-003 was posted on April 11, 2022. A pre-proposal conference and site visit was held on April 19, 2022. Five (5) prospective offerors were in attendance. Submission deadline is May 13, 2022.</p>
D20AP00136 - Phase 1: Port Authority of Guam - Welding Shop	\$240,325.00	\$0.00	\$240,325.00		<p>The PAG has begun market research in order to develop a scope for the HABS/HAER required for this project by the SHPO. Once this process is complete, the project can begin.</p>
D22AP10142 - Phase 2: Port Authority of Guam - Welding Shop	\$151,850.00	\$0.00	\$151,850.00		<p>See above line item.</p>
98727101 - Diesel Emissions Reduction Act (DEARA) - Tractor Replacement	\$126,609.00	\$0.00	\$126,609.00		<p>PAG signed MOA on October 15, 2021 and routed to GEPA. On October 25, 2021, PAG provided additional vehicle information requested by US EPA. PAG signed Intra - Government of Guam Work Request on October 26, 2021. GEPA picked up document on October 27, 2021. January 19, 2022, GEPA transmitted certified MOU/Contract, along with processed Intra - Government of Guam Work Request. IEB-PAG-006-022 was advertised on March 8, 2022, as an indefinite quantity bid for a period of one (1) year with a delivery period of 270 days upon availability of funds. Bid close date was on April 8, 2022; one bid submission was received. Recommendation by Procurement Division under review by Management.</p>

**FY 2022 Port Modernization Plan
Grant/Bond Strategy - Monthly Update
As of April 25, 2022**

Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT #/RF/PO Number	Status
MARAD RAISE - Wharves Service Life Extension Hardening of Wharves FI-F6	\$17,941,997.00	\$0.00	\$17,941,997.00		The PAG was awarded \$17,941,997.00 toward the total project cost of \$32,437,496.00 as part of the MARAD RAISE grant program. This project seeks to make structural repairs to enhance the capacity of the existing berths from FI - F6. The PAG was notified on November 21, 2021 of the award and awaits further guidance from MARAD on the next steps for this project. Because of PAG's familiarity with U.S. DOT Cooperative Agreement for the Guam Commercial Port Improvement Program and TIGER Grant for the Rehabilitation of Hotel Wharf, a kick-off meeting was not necessary according to U.S. DOT MARAD's Senior Grants Manager. A meeting was held between PAG and MARAD's Director of Environmental Compliance for all things NEPA-related. Section 106 of the NHPA must be completed prior to finalizing NEPA, and that NEPA must be completed prior to the execution of the grant agreement. Progress meeting ongoing between PAG and MARAD PAG will engage WSP to commence NEPA-related studies on behalf of PAG. Estimated timeline and deliverables: 5-18 months. Status Quo.
Marinas					Bid packet under review and discussions are ongoing between See above line item.
F14AP00191 - Harbor of Refuge Repairs - 1. Repair Plan of Mooring System and Anchor Block - 2.	\$1,209,243.60	\$49,902.40	\$1,159,341.20		See above line item.
F16AP00261 - Harbor of Refuge Moorage Repairs	\$56,484.60	\$14,765.40	\$41,719.20		See above line item.
F17AP00386 - Harbor of Refuge Moorage Repairs	\$200,000.00	\$11,895.00	\$188,105.00		On 04/11/2022, Official NTP was issued and posted on Friday.
F19AP00334 - Harbor of Refuge Moorage Repairs	\$200,000.00	\$13,194.00	\$186,806.00		IFB-PAG-002-2004 was issued and posted on Friday.
F19AF01199 - Guam Fisheries Development: Construction of Agat Marina's Dock B	\$200,000.00	\$10,648.00	\$189,352.00		On 04/11/2022, Official NTP was issued to ProPacific Builders Corporation (Contractor). Contractor will submit its applications for Federal Consistency Determination or waiver certifications from GCNP, and GEPA. Contractor has five months to complete the project. PAG will request a no-cost schedule modification, in light of the procurement process.
F19AF01210 - Repair of Agat Marina's Boat Ramp Bumpers	\$40,000.00	\$0.00	\$40,000.00		Project ongoing. Third year option exercised. Because of May 31, 2022 grant POP end date, Jan-May 2022 services are funded by grant. June-Dec 2022 services are funded by PAG, (PAG funds) Pacific Unlimited Inc.
Port Security Grant Program					
EMW-2017-FU-00177-S01 - Maintenance and Sustainment Contract for Prime Power Generators	\$1,664,484.00	\$764,337.11	\$900,146.89	Year 1 - PO No. 16208-05 for \$75,207.00 Pacific Unlimited Inc. Year 2 - PO No. 16988-05 for \$75,207.00 Pacific Unlimited Inc. Year 3 - PO No. 17686-05 (federal funds); PO No. 17687-05 (PAG funds) Pacific Unlimited Inc.	Project completed on January 31, 2021. PAG submitted a budget modification request to FEMA for use of remaining grant funds toward the overall sustainment of the Port's generators and acquisition of critical parts for repair/replacement of generator components. IFB advertised 4/4/2022. Bid opening originally scheduled for 4/19/2022, 2 PM. Extension granted to 4/29/2022, 2 PM.
EMW-2017-FU-00177-S01 - Refurbishment and Hardening of Load Center Buildings Housing Prime Power Generators	\$384,469.00	\$306,948.80	\$77,520.20	PO No. 16150-0F for \$314,450.00 to Murphy Enterprises Inc.	Project completed on January 31, 2021. PAG submitted a budget modification request to FEMA for use of remaining grant funds toward the overall sustainment of the Port's generators and acquisition of critical parts for repair/replacement of generator components. IFB advertised 4/4/2022. Bid opening originally scheduled for 4/19/2022, 2 PM. Extension granted to 4/29/2022, 2 PM.
EMW-2017-FU-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. PAG submitted a budget modification request to FEMA for use of remaining grant funds toward the overall sustainment of the Port's generators and acquisition of critical parts for repair/replacement of generator components. IFB advertised 4/4/2022. Bid opening originally scheduled for 4/19/2022, 2 PM. Extension granted to 4/29/2022, 2 PM.
EMW-2018-FU-00441-S01 - IDEN Technology Redundant Interoperable Communications System Monthly Service	\$94,944.00	\$79,954.28	\$14,989.72		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. Grant award funded 3-year contract (2018-2021). PAG submitted request to use remaining project balance to fund additional 9 months of service (Oct-May 2022). Request is pending FEMA review and approval.
EMW-2018-FU-00441-S01 - Maintenance and Sustainment Contract for FEMA-acquired AS&E ZBW Backscatter X-Ray Van	\$195,669.00	\$121,856.06	\$73,812.94	PO No. 17626-0S - American Science & Engineering 70-724.04	Year 3 services has been executed and Purchase Order issued to AS&E. Request for 9-month extension submitted to allow completion of third year services and training component. Request is pending FEMA review and approval.
EMW-2018-FU-00441-S01 - Replacement CCTV System Existing Analog Cameras with Digital IP Cameras	\$160,867.00	\$102,686.21	\$58,180.79	IFB-PAG-003-21	See Port Enterprise Fund - Project 6.

**FY 2022 Port Modernization Plan
Grant/Bond Strategy - Monthly Update
As of April 25, 2022**

Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT FEB/REP/PO Number	Status
EMW-2019-FU-00295-S01 - Acquisition & Installation of Prime Power Generator & Components for Load Center 3	\$236,484.00	\$17,422.66	\$209,061.34	PO No. 17097-03 - Caterpillar, Inc. \$208,607.00 PO No. 17493-05 - Bagley Enterprises, Inc. - \$21,811.39 PO No. 17493-05 - Triple B Forwarders - \$1,570.00	Generator arrived on Oct. 7, 2021. Above-ground Storage Tank and components arrived on 3/4 and 3/16. Purchase Order for Installation Services processed. Awarded vendor - Top Builders, LLC. Delivery of the ATS was on April 6, 2022. April 8, 2022 Engineering along with Facilities, Planning, Procurement held the Pre-construction meeting with Top Builders, LLC and the Notice To Proceed was issued to begin on April 11, 2022.
EMW-2021-FU-00230-S01 - Acquisition of Vessel Tracking/Radar Intrusion System	\$201,250.00	\$0.00	\$201,250.00		An Environmental and Historical Preservation (EHP) Review for the project has been completed by FEMA. PAG account established. Scope of Work currently being developed.
EMW-2021-FU-00230-S01 - Acquisition of Transportation Worker Identification Credentialing (TWIC) System	\$185,001.00	\$0.00	\$185,001.00		An Environmental and Historical Preservation (EHP) Review for the project has been completed by FEMA. The Port received a copy of the clearance on Dec. 16, 2021. PAG account established. PAG account established. Scope of Work currently being approved by division leads and will begin the procurement process.
Public Assistance	\$530,517.90	\$87,713.14	\$442,804.76		Project is ongoing. Request for extension to October 1, 2022
4398DK - Typhoon Manghut #66352	\$530,517.90	\$87,713.14	\$442,804.76		Notification of Award received by the PAG on Dec. 28, 2021. Received and submitted subgrantee award acceptance documents to Guam Homeland Security on 02/18/2022. Scope of Work currently being developed. Current POP end date is 05/08/2023. Request for 6-month extension to be submitted to GHS and FEMA.
Hazard Mitigation Grant Program	\$963,104.00	\$0.00	\$963,104.00		
Fendering System Hardening Project	\$603,689.00	\$0.00	\$603,689.00		
Warehouse 1 Hardening Project	\$359,415.00	\$0.00	\$359,415.00		Notification of Award received by the PAG on Dec. 30, 2021. Received and submitted subgrantee award acceptance documents to Guam Homeland Security on 3/3/2022. Scope of Work currently being developed. Current POP end date is 11/4/2022. Request for 1-year extension to be submitted to GHS and FEMA.
Port Police	\$20,000.00	\$0.00	\$20,000.00		Enforcement activities began on April 11, 2022 and are ongoing.
PT22-03-03PPD - Operation A'dal He'fiao	\$20,000.00	\$0.00	\$20,000.00		
Bond Funded Projects	\$45,328,800.00	\$4,426,207.24	\$40,902,592.76		1. Three draft layout options for the Admin Building has been completed by the PAG's OAE and is being reviewed by Management. 2. No decision on which option will be selected has been determined. 3. Next step - Contractor building permit application process with anticipated completion of up to 90 days. 4. All bids were rejected due to project proposals being overly high priced. 5. PAG will rebid at a later date upon completion of reduced Scope of Work and Specifications.
New Administration Building	\$10,445,000.00	\$0.00	\$10,445,000.00		1. PIC approval received during the February meeting. 2. RFP issued on March 21, 2022 during Pre-Construction Meeting and will commence on March '22, 2022. 3. Next step - Contractor building permit application process with anticipated completion of up to 90 days. 4. All bids were rejected due to project proposals being overly high priced. 5. PAG will rebid at a later date upon completion of reduced Scope of Work and Specifications.
Waterline Replacement and Relocation	\$6,000,000.00	\$308,668.56	\$5,691,331.44	RFP No. 2019-03 - A&E Design awarded to NC Macario	
EQMR Building Repairs and Upgrades	\$3,628,800.00	\$439,259.10	\$3,189,540.90	RFP No. 2019-03 - A&E Design awarded to NC Macario	
Warehouse 1 Repairs and Upgrades	\$2,000,000.00	\$489,259.10	\$1,560,740.90	RFP No. 2019-03 - A&E Design awarded to NC Macario	
Golf Pier Repairs and Improvements	\$2,000,000.00	\$357,876.53	\$1,642,123.47	RFP No. 2019-02 - A&E design for \$484,000 awarded to NC Macario	1. Initial Bid was cancelled. The project will be rebid at a later date pending the review of the current Scope of Work and Specifications. 2. Review of Scope of Work and Specifications is ongoing.

FY 2022 Port Modernization Plan
 Grant/Bond Strategy - Monthly Update
 As of April 25, 2022

Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT #/ERP/PO Number	Status
Rehabilitation of "H" Wharf (Port Share)	\$13,774,255.00	\$1,009,949.58	\$12,764,305.42	PO No. 17043-0F for \$2,249,945.54 awarded to G1D Inc. Change Order No. 1 PO No. 17159-0F for \$198,140.16 Approval of Change Order No. 2 on 10/07/2021, PO No. 17416-05 for \$18,670.13 Approval of Change Order No. 3 on 10/21/2021, PO No. 17545-05 for \$15,414.88 Approval of Change Orders No. 4, No. 5, and No. 6 on 12/07/2021, PO No. 17885-05 for \$63,110.20 Approval of Change Orders No. 7 and 8 on 12/10/2021, PO No. 17696-05 and 17696-05 for \$52,706.83 Approval of Change Order 9 on 02/21/2022 for \$11,492.77 Approval of Change Order 10 on 03/25/2022 for \$9,211.12 New Contract Amount: \$2,618,691.63	Ribid opening was held on Friday, 01/29/2022 at the PAG Board Room. Bid packet under review and discussions are ongoing between PAG and Sumitomo. Ongoing.
Other Priority Projects	\$4,980,745.00	\$0.00	\$4,980,745.00		1. Please refer to MARAD RAISE - Wharves Service Life Extension Hardening of Wharves F1-16 for more information. 2. TOS upgrade work pending WSP analysis of Cargo Velocity. Ongoing.
Other Priority Projects - EnterpriseOne Financial Management System	\$2,500,000.00	\$1,871,194.37	\$628,805.63		Job costing for CIP went live in April 2022. Work Orders, ACH payments, and Properties/Assets <\$1,000 modules are anticipated to go live in May 2022.
Grand Total	\$86,534,551.50	\$8,758,519.34	\$77,776,032.16		

PORT AUTHORITY OF GUAM
CONTRACT SUMMARY UPDATE

No.	Consultant/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Term	Initial Term	Expiration Date/Options	Next Renewal Due Date	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	5 years with options to 20 years	11/05/21 to 11/05/26		11/05/26	\$200K per annum
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	
6	Mobil Oil Guam	Management and Operations of Golf Pier	RFP-PAG-021-002	Commercial	5 years				Currently under cost negotiations
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	08/13/22	
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	Mlio Appraisals	Real Estate Appraisal Services	RFP-021-004	Commercial	3yrs w/ 2 option	10/06/21 to 10/05/24	10/05/26	10/05/24	Task Order based
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	09/20/22	
11	Trident Cross LLC.	Underwater Assessment & Inspection Services	IFB/PAG-006-20	Harbor/Mstr	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	5 years	04/01/21 to 03/31/26	04/01/21	03/31/26	
13	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	Final Contract year
14	WSP USA Inc.	OAE - Owner Agent Engineer	RFP-021-003	Planning	2 yr w/ 3 options NTE 5 yrs	10/22/21 to 10/21/23	10/22/26	10/21/23	\$1.5M
15	N.C. Macario & Associates	A/E Design and Consulting Services Golf Pier	RFP 019-002	Engineering	3 years w/2 1 yr options	11/20/19 to 11/19/22	11/19/2024	11/20/2022	\$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)
16	N.C. Macario & Associates	A/E Design and Consulting Services EQMR, Warehouse No.1, Waterline Rectlocation	RFP 019-003	Engineering	3 years w/2 1 yr options	02/05/20 to 02/04/23	2/5/2025	2/5/2023	\$1,406,427.48
17	GHD	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
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	Sumitomo Mitsui Construction Company	Rebid of the Construction Rehabilitation of H-Wharf and Highway 11 Roadway Reconstruction	IFB-022-002	CIP/Planning					Ongoing cost negotiations
2	Guam Shipyard	Design Demolition of 5 inoperable Port Cranes and One Barge at F-6	MS IFB 021-002	CIP/EQMR	100% Performance, Labor and material Bonding received, PO and NTP Issued 9/10/21	410 calendar days			\$2,573,155.00
3	Guam Shipyard	Supply and Install of Fendering system at F-3	IFB 021-001	CIP	243 calendar days from NTP				\$297K NTP was issued
4	Cal Pac	Installation of CCTV Surveillance sys and ACS control replacement	IFB 003-21	Planning / CIP		210 days from NTP			\$1.2 million
5	Propacific Builders Corp.	Replacement of 125 each Reefer Receptacles	IFB -21-007	CIP	182 days from NTP	182 calendar days			\$600,000.00
6	Pacific Federal Management Inc.	Design Build and Replacement Of 3 Metal Gatebooths	IFB-0021-11	CIP		275 days from NTP			\$157,557.00
7	BME and Sons	Waterline Replacement Project	IFB -021-005	CIP	365 calendar days from NTP	365 calendar days			\$4.8M
8	SPPC	Ultra Low Sulfur Diesel Fuel Bid	IFB-022-002	Trans/Ops	3 years with 2 options	Awarded			\$450K approx.
9	ART Construction	Renovation and Repairs of the Harbor of Refuge Phases 2 thru 5	IFB 022-001	CIP/Planning					Ongoing Cost Negotiations

Port Authority of Guam
Active Project Status
Engineering Division

As of April 19, 2022

Fact Sheet No. 114

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 –PAG-CIP-021-006
Project Amount:	TBD
Amount Paid to date:	None
Funding Source:	PAG Bonded Project
Contractor:	TBD.
Designer:	N.C. Macario and Associates
Construction Manager:	PAG CIP/Engineering Division
Notice to Proceed:	TBD
Project Completion:	TDB.
Work Status:	Scheduled Bid openings so far have not produced any bidders (no Contractors participation). At this juncture, the Engineering Division suggests a two-step Design-Build Procurement approach involving several contractors. PAG Management has currently suspended the existing IFB until further notice.

Project:	A/E Services EQMR, WH I, Bldgs. & Relocation of PAG Water Line (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:	when the bid documents including drawings, specifications, summary scope of work, determination of need, bid schedule, and the cost estimate were submitted to the Procurement Division.

Project	Warehouse I Building Upgrades (Construction Phase)
Project No.:	IFB-PAG-CIP-021-009
Project Amount:	TBD
Amount Paid to date:	None
Funding Source:	PAG Bonded Project
Contractor:	TBD.
Designer:	N.C. Macario and Associates
Construction Manager:	PAG CIP/Engineering Division
Notice to Proceed:	TBD
Project Completion:	TDB.
Work Status:	On January 18, 2022. PAG Management issued a rejection of Bids to all contractors participated in the Invitation for Bid no. IFB-PAG-CIP-021-009 until further notice.

Project	EQMR Building Upgrades (Construction Phase)
Project No.:	IFB-PAG-CIP-021-010
Project Amount:	\$3,980,000.00
Amount Paid to date:	None
Funding Source:	PAG Bonded Project
Contractor:	JJ.Global Services
Designer:	N.C. Macario and Associates
Construction Manager:	PAG CIP/Engineering Division
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	JJ Global Services submitted their performance bond to PAG Procurement, Contractor is currently reviewing construction contract prior to execution and issuance of Purchase Order by PAG Procurement Division. A site visit request from JJ Global is re-scheduled for Thursday April 21, 2022 in order to re-assess the building current structural condition.

Project	PAG Waterline Replacements (Construction Phase)
Project No.:	IFB-PAG-CIP-021-005
Project Amount:	\$4,856,568.91
Amount Paid to date:	None
Funding Source:	PAG Bonded Project
Contractor:	BME and Son's
Designer:	N.C. Macario and Associates
Construction Manager:	PAG Engineering CIP/Engineering Division
Notice to Proceed:	March 22, 2022
Project Completion:	365 calendar days after issuance of DPW Building Permit
Work Status:	Contractor BME & Sons is obtaining the building permit. On April 18,2022, PAG Engineering advised contractor of the 90 days limit on obtaining the building permit and to start application of TWIC cards and submission of required documents mention on the Pre-construction meeting.

Project:	New Administration Building
Project No.:	TBD
Project Amount:	TBD
Amount Paid to date:	None
Funding Source:	PAG Bonded Project-Pending
Contractor:	TBD
Construction Manager:	TBD
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Pending funding source.

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
Amount Paid to date:	None
Funding Source:	FEMA and PAG
Contractor:	Guam ShipYard (Guam Industrial Services Inc.)
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	June 10, 2021
Project Completion:	June ,2022
Work Status:	As of February 8, 2022, according to the contractor the required fendering materials have not yet arrived on the island. Timely completion of this project using originally earmarked funds is becoming more challenging as the FEMA Grant portion has to be extended. The Contractor has requested for an extension due to the supply chain issues cited. Any final deadline is fast approaching during calendar year 2022.

Projects:	Harbor of Refuge Pump Station and Installation of Wastewater Ejector Pump and Harbor of Refuge Installation of Mooring Blocks
Project No.:	IFB-PAG-CIP-022-001
Project Amount:	TBD
Amount Paid to date:	N/A
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:	On March 31, 2022. A meeting with PAG Procurement, Engineering, Planning Port Legal Division and Art Construction LLC (only bidder) regarding a bid clarification item B-1 in the bid schedule. On April 4, 2022. Mr. Shoja Resvani General Manager of ART Construction LLC, confirmed that their bid schedule and related costs will remain unchanged. As of this date, PAG Legal Division is working on the Letter of Determination for General Manager's approval to enter into negotiation as a sole source bidder.

Project:	Rehabilitation of H-Wharf and Access Road (Construction Phase IFB)
Project No.:	Rebid IFB-PAG-022-002
Project Amount:	\$23,000,000
Amount Paid to date:	N/A

Funding Source:	Tiger Grant and PAG Revenue Bond
Contractor:	TBD
Construction Manager (CM):	GHD Engineering
Notice to Proceed:	TBD
Project Completion:	TBD
Work Status:	Three bid openings were conducted by the Procurement Division, two of which produced no bid. However, the third bid opened on January 28, 2022. Produced one bid by Sumitomo Construction in the amount \$59,683,065. Bid submittal is currently under review by PAG Procurement and Legal Divisions. The present design in our humble opinion is not conducive to bring the project cost anywhere near the existing budget.

Project:	Repair of Concrete Spalling in CFS Building
Project No.:	IFB-PAG-CIP-021-004
Project Amount:	\$197,700 + Approved Change Order in the amount \$163,585.80
Amount Paid to date:	\$252,218.61
Funding Source:	PAG 2021 Budget
Contractor:	ProPacific Builders Corporation (PPBC)
Construction Manager:	PAG Engineering/CIP Division
Notice to Proceed:	July 14, 2021
Project Completion:	New completion date is March 31, 2022.
Work Status:	On March 31, 2022, Contractor ProPacific Builders Corporation submitted the Completion Certificate, Warranty Certificate, Release of Liens and Final Invoice in the amount of \$109,067.29 and process for approval and closing of the project. Project was 100% completed.

Project:	Installation of Canopy Fronting Building Maintenance Bay of EQMR Building
Project No.:	IFB No. PAG-CIP-021-008
Project Amount:	\$92,000.00
Amount Paid to date:	N/A
Funding Source:	PAG Budget 2021
Contractor:	Pro Pacific Builders
Construction Manager:	PAG Engineering,
Notice to Proceed:	August 31, 2021
Project Completion:	September 15, 2022
Work Status:	Contractor (PPBC) started and mobilized on April 4, 2022 to layout location of concrete footing prior to excavation. On April 18, 2022, PAG Engineering conducted an inspection of the excavated concrete footing and placement of the reinforcing bars as per design drawing. It is expected that ProPacific will pour concrete footing on April 20, 2022.

Project:	Replacement of 125 Each Reefer Outlets Receptacles
Project No.:	IFB No. PAG-CIP-021-007
Project Amount:	\$600,000.00
Amount Paid to date:	N/A
Funding Source:	PAG Budget 2021 and FY-2022 Budget
Contractor:	PRO PACIFIC Builders Corporation(PPBC)
Construction Manager:	PAG Engineering
Notice to Proceed:	TBD
Project Completion:	TBD

Work Status: On March 18, 2022 official notice to proceed was issued to ProPacific Builders Corporation. As of this date, PAG Engineering has rejected the Panel Board and the Circuit breakers submittals awaiting new submittals. The 3Ph. 240V and 3 Ph. 480V single gang sstl. Outlets has been ordered and awaits arrival.

Project: Remove/Replace 3 Each Metal Gate Booths with Reinforced Concrete Structures
Project No.: IFB-PAG-CIP-021-011
Project Amount: \$159,557.00
Amount Paid to date: 00.00
Funding Source: PAG CIP Internally Funded Projects
Contractor: Pacific Federal Management
Construction Manager: PAG Engineering/CIP Division
Notice to Proceed: December 6, 2021
Project Completion: 243 calendar days is the POP from the NTP date.
Work Status: On April 12, 2022 Pacific Federal Management submitted the revised 100% design drawing for the final review and comments to be made by PAG Engineering Division. On April 18, 2022 PAG Engineering advised the contractor to submit 3 sets of the final design for the PAG Engineering and Management approval and signatures.

Project: Installation of the 569 KVA Generator, ATS and Fuel Storage Tank at LC-3
Project No.: RFQ-PAG-022-001-CIP
Project Amount: \$62,939.58
Amount Paid to date: N/A
Funding Source: 2019 FEMA Port Security Grant Program
Contractor: Top Builders
Construction Manager: PAG Engineering/CIP Division
Notice to Proceed: TBD
Project Completion: Project POP is 45 calendar days due to the project sensitivity.
Work Status: On April 8, 2022 a pre-construction meeting by the PAG Team and the contractor Top Builders was held at the PAG Board Conference Room. The Official Notice to Proceed was issued with a start date of April 11, 2022. Top Builders mobilized on April 19, 2022.

Project: Design-Build Repair the Northside Catwalk by the Agat Marina Boat Ramp
Project No.: IFB-PAG-CIP-022-003
Project Amount: \$80,000
Amount Paid to date: N/A
Funding Source: PAG Budget 2022
Contractor: ProPacific Builders
Construction Manager: Port Engineering/CIP Division
Notice to Proceed: TBD
Project Completion: 180 Calendar Days
Work Status: On April 6, 2022, PAG Engineering, Planning Commercial, Port Police, Facility Building Maintenance and Procurement Division conducted a preconstruction meeting regarding the project. Official Notice to Proceed was issued effective April 11, 2022. Contractor to work on their design of the project.

Project: Design, Demolition, Removal & Proper Disposal of 5 Inoperable Cranes and Optional Removal/Disposal of one Barge YFN 816
Project No.: IFB. -PAG-CIP – 021-002
Project Amount: \$2,573,155
Funding Source: PAG
Contractor: Guam Ship-Yard "GSY" (Guam Industrial Services Inc.)
Construction Manager: PAG
Notice to Proceed: February, 2022
Project Completion: October, 2023
Work Status: On March 23, 2022 ceremonial activity was held to cut and remove a section of a Gantry Crane and followed by the demolition of the Mobile Crane (Big Blue) which was completed on the 18th of April 2022. GSY (Prime Contractor) is presently containerizing the above two cranes at the Laydown Area in preparation to ship to an Off-island destination. The demolition of the STS Gantry Cranes are estimated to commence in June 2022. The removal of Barges YFN 816 and Guahan are pending exploratory dives to assess feasibility of floating said barges pending GYS revised work plan.

Project: Devanning Concrete Ramp Repair (Adjacent to the Old Weighing Scale)
Project No.: IFB
Project Amount: \$69,979.21
Amount Paid to date: N/A
Funding Source: PAG Budget 2022
Contractor: IAN Corporation
Construction Manager: Port Engineering
Notice to Proceed: April 11, 2022
Project Completion: 60 Calendar Days
Work Status: The contractor IAN Corporation has mobilized and started on April 11, 2022, PAG Engineering is currently approving material submittals as required. Contractor to tentatively schedule concrete pouring for Phase 1 by next week.

Project: Harbor Master Roof and Miscellaneous Repair
Project No.: RFQ
Project Amount: \$63,500
Amount Paid to date: N/A
Funding Source: PAG Budget 2022
Contractor: Top Builders
Construction Manager: Port Engineering/CIP Division
Notice to Proceed: March 21, 2022
Project Completion: 122 Calendar Days
Work Status: On April 11, 2022, Top builders has mobilized and started demolition of the old A/C Condensing units and other debris near the Harbor Master office area. As of this date, PAG Engineering is in the process of reviewing the submittals provided by the contractor Top Builders.

Project: Hagatna Marina Installation of Two (2) Gates in Dock A, B and Dry Dock Concrete Repair
Project No.: RFQ
Project Amount: \$45,000
Amount Paid to date: N/A

Funding Source: PAG Budget 2022
Contractor: ProPacific Builders Corporation
Construction Manager: Port CIP/Engineering Division
Notice to Proceed: March 21, 2022
Project Completion: 60 Calendar Days
Work Status: On April 1, 2022, PAG Engineering and the Commercial Divisions approved the shop drawings of the Aluminum Gates at Docks A and B. Contractor is currently fabricating gates at their shop. On April 18, 2022, PAG Engineering and ProPacific construction conducted a joint inspection of the dry dock excavated area with the reinforcement bars and wire mesh in preparation of a concrete pour late this week.

Project: Painting of Exterior, Interior and Roof Coating of CFS Building
Project No.: IFB
Project Amount: TBA
Amount Paid to date: TBA
Funding Source: PAG Budget FY 2022
Contractor: TBD
Construction Manager: Port CIP/Engineering Division
Notice to Proceed: TBD
Project Completion: 180 Calendar Days
Work Status: PAG Engineering Division is finalizing the Scope of Work prior to entering into E1 Requisition and submission to Procurement Division for developing an IFB Packet for advertisement.

Project: Installation of Dock "B" Agat Marina
Project No.: TBD
Project Amount: TBD
Amount Paid to date: N/A
Funding Source: Dept. of Interior, Dept. of Agri. Fish and Wildlife, DOAWR and PAG 2021 Budget Share
Contractor: TBD
Construction Manager: PAG Engineering/CIP Division
Notice to Proceed: TBD
Project Completion: TBD
Work Status: PAG Engineering responded to a Request for Information by contractors to the Procurement Division on April 7, 2022. Project Bid opening is scheduled on May 5, 2022 at 2:00 P.M. Board of Directors Conference Room.

Project: Design-Build for Agat Marina Bathroom
Project No.: IFB-PAG-CIP-022-006
Project Amount: TBD
Amount Paid to date: N/A
Funding Source: PAG Budget 2022
Contractor: TBD
Construction Manager: Port CIP/Engineering Division
Notice to Proceed: TBD
Project Completion: 360 Calendar Days
Work Status: On April 5, 2022, PAG Engineering Division forwarded the response to the RFI requested by PAG Procurement. Procurement to issue amendment and bid opening is now re-scheduled for April 20, 2022 at 2:00 P.M.

Project:	Agana Marina Clean Exist. OWS & Retrofit Dble Barrel Outfalls Using Check Valves
Project No.:	RFQ
Project Amount:	TBD
Amount Paid to date:	N/A
Funding Source:	PAG Budget 2022
Contractor:	TBD
Construction Manager:	Port CIP/Engineering Division
Notice to Proceed:	TBD
Project Completion:	120 Calendar Days
Work Status:	PAG Engineering is finalizing scope of work prior to entering into E1 Requisition and submission to Procurement Division for Request for Quotation.

Project:	Service and Repair of the Impressed Current Cathodic Protection at Wharf F-5
Project No.:	RFQ
Project Amount:	TBD
Amount Paid to date:	N/A
Funding Source:	PAG Budget 2022
Contractor:	TBD
Construction Manager:	Port CIP/Engineering Division
Notice to Proceed:	TBD
Project Completion:	30 Calendar Days
Work Status:	PAG Engineering has finalized the Scope of Work prior to entering into the E1 Requisition system and submission to the Procurement Division for a Request for Quotation.

Port Authority of Guam
Operations Division Report
March 2022

I. **OVERVIEW**

Vessel Calls	21
Cans Handled	7,685
Special Service(s)	72

a. **Productivity**

Vessel Op	Avg NMPH	TOP GANG	M/Hr
Matson			
Domestics	25.6	2	27.8
Feeder	0.0		
MSA			
Barges	20.1	4	21.5
Kyowa, Candor	17.1	2	20.5
Ambyth			
Mariana/Triton	14.5	2	32.0
MELL			
Kotas	25.2	5	28.5
APL			
Herodote/Saipan	24.2	3	29.9

b. **Equipment Status**

	ON			
As of : 03/31/2022	HAND	UP	RM	Repair
GANTRYS	3	2	1	
TOP LIFTERS	9	6		3
20T FORKLIFT	2	2		
10T FORKLIFT	4	3		1
5T FORKLIFT	8	7		1
TRACTORS	23	20		3

II. **YEAR TO DATE**

a. **Vessels_YTD** | 121

b. **Can_Cnt YTD**

March	FY21		FY22		Variance	
	I	E	I	E	I	E
Local	16438	16402	16943	17204	3%	5%
TS	2996	3037	3101	3232	4%	6%
TSMT	1337	1501	1814	1845	36%	23%
TTL	20771	20940	21858	22281	5%	6%

FY-22 WORK INJURY REPORT
(01/01/22 to 12/31/22)

<u>Divisions</u>	<u>*Lost-time</u>	<u>**Recordable</u>	<u>*** Refused Treatment</u>
Stevedoring	0	0	0
Transportation	0	0	1
Terminal	0	0	1
EQMR	0	0	0
Port Police	0	0	0
Admin	3	0	0
Total:	0	0	0

Work Injury Summary for this reporting period: 4/22/2022

Total Injuries for FY-22 to date: -5-Injury

3-- Lost-time

0-- Recordable

2-- Refused Medical Attention

Last disabling work injury was on: 04/18/22

Number of days since last disabling work injury: 4-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.**
