



PORT OF GUAM
ATURIDAT I PUETTON GUAHAN
Jose D. Leon Guerrero Commercial Port
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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, June 27, 2024
Virtual Board Meeting
3:00 p.m.

A G E N D A

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 1. May 31, 2024 – Regular Board Meeting
- III. PUBLIC COMMENTS:
 - a. Public Comments
 - b. Employee Comments
 - c. PAGGMA Association
- IV. GENERAL MANAGER'S REPORT
- V. OLD BUSINESS
 1. Authorization to proceed with request for creation of position: Environmental Compliance Administrator (motion to approve the creation of position transparency compliance as mandated by Title 4, GCA, §6303.1).
- VI. NEW BUSINESS
 1. Adoption of Resolution No. 2024-08 relative to approving the creation of Environmental Compliance Administrator position in the classified service as authorized under Title 4, Guam Code Annotated, Sections 6303(d) and 6303.1.
 2. Adoption of Resolution No. 2024-09 relative to conducting a triennial evaluation of real property and facilities for insurance purposes at the Port Authority of Guam.
- VII. ADJOURNMENT



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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS Friday, May 31, 2024

I. CALL TO ORDER

The Chairperson called the regular meeting of the Board of Directors to order at 3:20 p.m., Friday, May 31, 2024. Present at the meeting were:

Dorothy P. Harris, Chairperson
Conchita S.N. Taitano, Vice Chairperson
Fe R. Valencia-Ovalles, Board Secretary
Rory J. Respicio, General Manager
Dominic G. Muna, Deputy General Manager, Operations
Atty. James Canto, Port Staff Attorney
Atty. Jessica Toft, Port Staff Attorney

Absent were Mr. Pacifico R. Martir, Deputy General Manager, Admin/Finance. Also present was Port Staff.

II. APPROVAL OF MINUTES

a. **April 25, 2024 – Regular Board Meeting:** Director Valencia-Ovalles made motion to approve the minutes of April 25, 2024, subject to correction. The motion was seconded by the Vice Chairperson and was unanimously passed.

III. PUBLIC COMMENTS

- a. **Public Comments:** None.
- b. **Employee Comments:** None.
- c. **PAGGMA Association:** None.

IV. GENERAL MANAGER'S REPORT

1. **Port Authority joins meeting with CODEL.** On April 26, 2024, I had an opportunity to join Governor Lou Leon Guerrero as well as Delegate James Moylan and members of her cabinet with a Congressional Delegation visiting Guam. The meeting served as an opportunity to discuss key issues affecting the island and to underscore the importance of federal support for Guam's initiatives. The CODEL was co-led by Congressman Mike Bost (Illinois), Chairman of the House Committee on Veterans Affairs, and Congressman Sam Graves (Missouri), Chairman of the House Committee on Transportation and Infrastructure.

During this meeting, Governor Leon Guerrero expressed the following:

- Pressing need for infrastructure improvements, including a new hospital, fortified roads, and underground utilities to enhance resilience against natural disasters.
- Collaborating closely with the Department of Defense (DoD), emphasizing in the urgency of addressing healthcare access issues for veterans, advocating for a co-located veterans facility to streamline services.
- Highlighted the impacts of President Biden's Buy America campaign and the crucial need to secure gantry cranes, which are vital for national security and quality of life for the people of Guam.
- Emphasized that should one crane go out of service, the Port's capacity to meet commercial demand and support Department of Defense missions would be significantly compromised, potentially delaying the military buildup by up to four years.
- Visits are vital in bridging understanding and garnering support for Guam's needs and initiatives and advancing these interests on the national stage.
- The island continues to fall under the spotlight amidst escalating geopolitical tensions. It's imperative to recognize that our best interests are intricately linked with those of the United States and national security.
- Prioritize tackling pressing issues like funding, labor shortages, and housing challenges to safeguard Guam's sustained development and prosperity.

2. **Port Authority of Guam Reports Strong Employee Satisfaction in Latest Organizational Morale Survey.** On May 8, 2024, the Port Authority has released the results of its latest Organizational Morale Survey, which highlights robust employee satisfaction and a strong endorsement of the organization's leadership. The survey, conducted on May 6 and 7, 2024, received responses from 349 employees, reflecting a high level of engagement across the board, and accounting for 89% of the Port's workforce.

Key Findings of the Survey Include:

- **Overall Satisfaction:** The average satisfaction score stands at 9.0 out of 10, indicating a high level of contentment among employees with their roles and responsibilities.
- **Supportive Work Environment:** Approximately 83.33% of employees feel their work environment is supportive in achieving their professional goals.
- **Effective Communication:** 82.95% of participants rate the communication within their divisions as excellent.
- **Recognition:** About 82.37% of the staff feel that their efforts are recognized and appreciated adequately.
- **Resources:** A notable 90.80% reported having access to the necessary resources and tools to effectively perform their jobs.
- **Work-Life Balance:** 76.15% of the respondents are satisfied with their work-life balance.
- **Feedback and Growth Opportunities:** 76.44% are content with the feedback and growth opportunities available to them.
- **Leadership:** The survey also revealed strong approval of the leadership, with 94.12% of the participants affirming the Board's exceptional performance rating of the General Manager.

We are grateful to see this kind of feedback and participation from Port employees. This affirms our commitment to maintaining a supportive and dynamic work environment. We are dedicated to continuous improvement and are taking careful consideration of the constructive feedback to enhance our operations further. The Port Authority remains committed to its mission of fostering a collaborative and efficient work environment that supports its employees, serves our island community effectively, and supports the defense of our nation operationally. Pulse surveys are a powerful tool for maintaining continuous dialogue within an organization. They help leaders stay connected with employee needs and perceptions, enabling timely interventions and fostering a culture of openness and responsiveness.

3. **Eighth cruise ship of the year sailed into Guam today.** On May 14, 2024, the Port Authority welcomed its 8th passenger vessel of the year with the arrival of the MV Seabourn Pursuit. Onboard the cruise vessel were 231 passengers and 240 crew members. The arriving passengers and crew members from the MV Seabourn Pursuit is a boost to Guam's tourism industry and highlights Guam as a premiere luxury cruise destination. Other potential cruise ship visits to Guam this year include the MV Seabourn Pursuit on September 7th, the Le Soleal on October 8th, the Carnival on October 22nd, and the MS Asuka II on December 30th.
4. **Port improves Agat Marina Facilities with more than \$1.94M investment for new Dock B, restrooms and CCTV Cameras.** On May 29, 2024, the Port Authority held a ribbon cutting ceremony to unveil the rehabilitated Agat Marina Dock B, new restroom facilities, and CCTV cameras. The Agat Marina holds a special place in the hearts of many, serving as a gateway to adventure and relaxation for both locals and visitors alike. With the rehabilitation of Dock B, we are expanding our capacity and infrastructure to the public's benefit to accommodate a growing demand for maritime services while maintaining our commitment to environmental sustainability. The rehabilitation of the Marina's Dock B provides an additional 48 slips for recreational boaters and fishers of Guam and is the last dock to undergo rehabilitation totaling 162 useable slips. The use of non-rot recycled plastic composite material, marine-grade aluminum frames and stringers, and stainless-steel junction boxes with watertight fittings provide a low-cost maintenance facility. Additionally, the dock is designed to withstand the combination of wind, sea action, boat docking, and other loads without damage to the structure and components throughout a 20-year design life. The newly built restroom facility provides the community and tourists better accommodations while utilizing the marina and the installation of CCTV cameras provides 24-hour surveillance to enhance the security and protection of all marina users.

I want to take this opportunity to thank Governor Lou Leon Guerrero and Lt. Governor Josh Tenorio for their vision and support as we continue to improve our capacity and resiliency not only within the terminal yard but outside the fence, empowering us to better serve our community and the region. I'd also like to thank our Board of Directors for their unwavering dedication and stewardship as well as the Port Authority of Guam team, whose tireless efforts have made today's achievements possible. The rehabilitation of Dock B cost \$1,494,750.00 which included \$500,000.00 from the Department of the Interior, Office of Insular Affairs with the Port being a sub-grantee to the Guam Department of Agriculture's U.S. Fish and Wildlife Service USFWS (OIA Grant Number F19AF01199) and \$994,750.00 in Port funds. The Restroom Facility cost \$345,000.00, the CCTV Cameras cost \$107,800.00 and were both paid for with Port funds.

5. **General Manager’s Notes for YTD Finances. We are providing the following summary for April 30, 2024:**

REVENUES AND CARGO THROUGHPUT:

- The Port's Total YTD Operating revenue for April 30, 2024, is \$34.4 million, -2.4% or \$849K lower than the YTD April FY 24 budget revenue projection of \$35.3M.
- The total number of containers handled as of April 30, 2024, is 42,023, -0.3% or 140 containers lower than last year's March 2023 YTD total of 49,439. The total tonnage for non-containerized cargos as of April is 122K revenue tonnage, which is 38% higher as compared to last year's April total of 88K revenue tonnage. The increase is primarily from domestic cargos of Roll on Roll off Vehicles.

The addition of two container/ roll-on, roll-off vessels (“con-ro”), owned by Matson, that come to Guam are the primary reason for the increased in domestic non-containerized cargo by 1,126%. The total Roll on Roll off revenue as of April is \$682K, an increase of 84% or \$311K.

OPERATING EXPENSES:

- Overall Operating expenses, as of April 30, 2024, is \$33.6M, which is 4.4% or \$1.4M higher than the YTD budget for April with a total of \$32.2M. The current total expense as of April is 60% of the total approved FY2024 Budget in the amount of \$57.0M. In October 2023, typhoon Bolivar was anticipated to pass through Guam which resulted to typhoon related expense amounting to \$326K. This was an unforeseen expense that the Port incurred.

OVERTIME EXPENSE AND DIRECT LABOR REVENUE:

- YTD Overtime for Divisions involved in Operations is \$880K, 18% or \$135K higher than the overtime budget for YTD April at \$744K. The FY 2024 YTD Overtime as of April is 12% lower as compared to last year's April total of \$1,000,376. The decrease in OT would have been higher but because of the annual employees' salary increase, the overtime rate for each employee also increased in FY 2024.
- The total Direct Labor revenue as of April is \$2.3M, 2.4% or 53K higher than the FY24 budget of \$2.2M.

Here is the breakdown:

Direct Labor Revenue:	\$ 2,282,187
Operations Overtime:	\$ 879,770
Variance:	\$ 1,402,417

YTD OPERATING REVENUES MINUS YTD EXPENSES:

- Operating revenues minus operating expenses resulted in an operating income of \$708K. The final result for April is a net income of \$2.6M, after adding the net of Other Income/Expenses totaling \$1.9M. The YTD Net Income is higher by 11.6% higher than YTD Budget Projection of \$2.3 million.

Note: \$1.9M is a net balance of Other Income and Expense 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, 2024:

- The debt service ratio as of April 30, 2024, is 1.42. This is 13% higher than the Bond Indenture Debt service ratio requirement of 1.25.
- Days Cash on Hand as of March is 812 days, 62% or 312 days higher than the 500 days requirement of Moody's Rating agency.

Annual Debt Service Coverage	1.42
Required Debt Service Coverage	1.25
Variance	0.17
% Variance	13%

6. Status of Ongoing Awarded Grant Activities and Updates on Planned Grant Acquisitions.

- **USDHS/FEMA Port Security Grant Program.** The Port received \$124,779.00 from the 2023 PSGP that included the following Investment Justifications (projects):
 - Acquisition of Two (2) Port Police Boat Trailers. Guam Home Center was awarded Purchase Order #19742OS on March 19, 2024. Estimated delivery to the Port is June 2024.
 - Acquisition of Port Police laptop and accessories. MD Wholesale was awarded Purchase Order #19777OS on April 1, 2024. Estimated delivery to the Port is June 2024.
 - Acquisition of Port Police PPEs. Currently in the procurement process.
- **U.S. Economic Development Administration (EDA) Fuel Pipeline Connectivity Project.** A/E Designer, AM Orient is working toward 90% and Final Design submittals. Geotechnical borings were completed on May 21-22.
- **Gantry Crane Acquisition.**
 - **Acquisition of an STS Gantry Crane by the PAG.**
 The Port will be submitting a grant application to OLDCC's Defense Community Infrastructure Program (DCIP) to fund one (1) Ship-To-Shore (STS) Gantry Crane. In addition, Port Team collaboration is ongoing with the USDA for the acquisition of two (2) STS Gantry Cranes. In the meantime, Procurement has been instructed to move forward with the procurement process and start the requisition of potentially two (2) cranes. – *Status Quo*
 - **USDA Direct Loan.** PAG Finance was assigned to develop a request for proposal to select a lender to provide commercial loan financing for replacing the PAG's Ship-to-Shore Gantry Cranes and acquiring additional cargo handling equipment, e.g.,

Tractors, Telescopic 150 Ton Crane, Top lifters, and Forklifts. Port Team is working with the local USDA office in completing the application process. USDA Guidance has been provided with regards to the type of procurement that the Port will be executing. – *Status Quo*

- **MARAD Marine Highway Program.** The Grant Agreement for MARAD FY 2022 America's Marine Highway was effectuated on August 4, 2023.

Update: PAG Procurement has advertised bids for five (5) 5.5-ton forklifts, one (1) 180-ft. boom lift, and two (2) 40-plug mobile reefer generators. PAG Procurement to issue the purchase order for the 40-plug mobile reefer generators, as well as the contract and purchase order for the 180-ft. boom lift. Re-bid for the forklifts will be advertised to address the recently issued Build America, Buy America Act (BABA) Waiver. The contract and purchase order for the nine (9) terminal yard tractors is expected to be issued pending PUC approval at the upcoming May 30, 2024 meeting.

- **Office of Local Defense Community Cooperation.** The PAG's recent grant application, totaling \$1.45M for its OAE, to conduct a Port Resiliency and Sustainability Study, was granted by OLDCC through the Office of the Governor. The key feature of this grant is the Zero Emission Study, which will establish a baseline estimate of the Port's Greenhouse Gas (GHG) Scope 1 and 2 emissions and identify Zero Emission (ZE) technologies for PAG's consideration toward achieving zero emissions at the Port. Additionally, a Zero Waste Study will enable the Port to assess Guam's Zero Waste Master Plan and identify and implement waste management best practices at the Port.

Update: Guam Power Authority held a Kick-Off Meeting on May 15, 2024 regarding the LNG Feasibility Study. PAG team attendees include Vice Chairperson Conchita Taitano and Port Planning Staff – Dora Perez and Angela Mendiola.

Discussion consists of:

➤ Phase I Scope:

- Evaluate indicative LNG demand.
 - LNG fuel procurement study including evaluating LNG sourcing and shipment options.
 - Identify the least-cost LNG terminal site and configuration for Guam.
 - Economic cost-benefit and ratepayer impact analysis.
 - Business model analysis and financial analysis.
 - Environmental, cultural, and construction permit survey.
- **EPA Diesel Emissions Reduction Act (DERA) Program.** A purchase order for four (4) terminal yard tractors was issued to American Material Handling, Inc. on May 2, 2023. Delivery: 330 Days or April 2024.

Update: The four units arrived on the APL Oceania on April 15, 2024. PAG Equipment Maintenance is working to decommission the units selected for replacement to close out the project.

- **US DOT Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program.** PAG requested a no cost scope modification to the original F1 Pier and Wharves F2 – F6 repairs under the RAISE grant whereby funding for F1 Pier will be shifted to supplement funding for wharves F2 – F6.

Update: On May 1, 2024, MARAD approved the MOA with the Port and the Guam State Historic Preservation Office (GSHPO). This comprehensive agreement, also recorded as RC 2024-0105, addresses the implementation of projects at Pier F-1 and Wharves F-2 through F-6 within the Commercial Port Historic District. The MOA encompasses curation, duration, post-review discoveries, monitoring and reporting, dispute resolution, amendments, termination, compliance with the Anti-Deficiency Act, efficient communication, and execution.

Additionally, there are ongoing discussions between PAG and its Owner's Agent Engineers, WSP, to refine the scope of work and services required to satisfy the National Environmental Policy Act (NEPA) and complete the Environmental Assessment for this project.

- **Office of Insular Affairs Maintenance Assistance Program (MAP).**
 - Port Welding Shop Phase 1 & 2 project. Awarded in 2020 & 2021. Seeks to repair concrete spalling and cracks on the exterior of the building and apply the proper protective coating once the exterior is fully repaired. The other component of the PAG's funding application is the acquisition of specialized equipment for the Welding Section to support the maintenance of its gantry cranes and other heavy-duty equipment.

Update: The procurement packet for the repair portion of the grant is currently under legal review. Specifications for the equipment purchase are being finalized.

- Generator Maintenance Program. Awarded on June 29, 2022. Hawthorne Pacific Corporation signed the purchase order on May 8, 2023. On June 28, 2023, requisitions were entered into the system and a total of eight (8) purchase orders were awarded on October 23, 2023, to three (3) different vendors: Landscape Management Systems, Inc., Far East Equipment Co. LLC., and Hawthorne Pacific Corporation. Genset maintenance/services and parts deliveries are ongoing.

Update: Hawthorne Pacific continues to provide periodic maintenance service to all Port generators and have been very consistent with reporting and documenting the status of the Port's assets. – *Status Quo*

- New Grant Proposal – U.S. EPA Clean Ports Program: Climate and Air Quality Planning Competition, CFDA No. 66.051. The USEPA Clean Ports Program aims to reduce air pollution and greenhouse gas emissions at ports by supporting projects that adopt cleaner technologies and practices, improve air quality, and enhance public health.

Update: The Port has developed a Net Zero Emissions Strategy Update and Implementation Plan grant proposal with assistance from WSP and Jacobs. The proposal requests \$2,410,415.00 in funding and the grant application were submitted by the deadline of May 28, 2024.

7. **Port Revenue Bonds Project Status.** As of May 31, 2024, the attachment provides information on the status of the revenue bond projects, which include the rehabilitation of the hotel wharf, repairs and improvements to the golf pier, waterline replacement/relocation, upgrades to the EQMR building, repairs and upgrades to warehouse one, construction of a new admin annex building, and other priority projects.

V. OLD BUSINESS

1. Realignment of Port Organizational Structure and Amendment of Job Standards. The Board of Directors at its meeting of April 25, 2024 authorized management to begin the transparency and disclosure process on the realignment of the Port organizational structure and amendment of job standards. The General Manager mentioned that to comply with the transparency process as mandated by 4 GCA Section 6303.1, the creation of position documents was posted on the Port’s website, port employees were notified, and notification was also provided to electronic and written media outlets. The postings and notifications were provided on April 29, 2024 and the deadline to submit comments was on May 13, 2024. There were no comments received by the Port employees or the general public regarding the realignment of Port organizational structure and amendment of job standards.

Based on this, the transparency requirements have been met and Board approval is being requested on the transparency compliance for the realignment of Port organizational structure and amendment of job standards at a pay grade on the following positions in the classified service.

Position Title	Pay Grade/Step	
	Minimum	Maximum
Facilities Maintenance Manager	O-6D	O-7D
Operations & Equipment Maintenance Manager	P-9B	P-10B
Assistant Equipment Maintenance Manager	O-6A	O-7A
Capital Improvement Projects & Engineering Manager	P-8A	P-9A
Marketing & Communications Manager	O-6D	O-7D
Transportation Leader	J-8B	J-9B

Director Valencia-Ovalles made motion to approve the transparency process for the realignment of Port organizational structure and amendment of job standards at a pay grade presented. Motion was seconded by the Vice Chairperson and was unanimously approved.

2. **Authorization to proceed with request for creation of position: Environmental Compliance Administrator.** At the previous meeting, the Board of Directors authorized management to begin the creation of position for the Environmental Compliance Administrator. In creating the position pursuant to Rule 5.015 of the Port's Personnel Rules and Regulations, and Title 4, Guam Code Annotated, Section 6303(d), being presented before the Board is a petition that includes justification of the new position; essential details concerning the creation of the position; an analysis of the similarities and differences between the position to be created and the positions listed in Title 4, GCA; position description; proposed pay range and a fiscal note. At this time, the General Manager requests for the Board's authorization to commence the transparency process. Director Valencia-Ovalles made motion to authorize management to begin the transparency and disclosure process for the creation of position for the Environmental Compliance Administrator as required by Title 4, GCA, Section 6303.1. Motion was seconded by the Vice Chairperson and was unanimously approved.

VI. NEW BUSINESS

1. **Adoption of Board Resolution No. 2024-05.** Director Valencia-Ovalles made motion to adopt Board Resolution No. 2024-05 relative to establishing a new checking account at Bank of Guam for the Port Authority of Guam, seconded by the Vice Chairperson. Motion was unanimously approved.

2. **Adoption of Board Resolution No. 2024-06.** Director Valencia-Ovalles made motion to adopt Board Resolution No. 2024-06 relative to approving the realignment of the Port Authority of Guam's organizational structure and amendment of job standards as authorized under Title 4, Guam Code Annotated, Sections 6303 and 6303.1. Motion was seconded by the Vice Chairperson and was unanimously approved.

3. **Adoption of Board Resolution No. 2024-07.** The General Manager presented Board Resolution No. 2024-07 relative to authorizing the General Manager to seek Governor Lou Leon Guerrero and the 37th Guam Legislature's approval for the Jose D. Leon Guerrero Commercial Port to seek bond borrowing for purpose of addressing the Port's much needed strategic capital improvements in order to advance its port readiness, military readiness, and national security objectives. He mentioned that the Port's infrastructure requires significant strategic capital improvements to enhance its operational efficiency, capacity, and overall readiness to meet current and future demands, including military readiness. Such improvements are essential for ensuring the Port's ability to support economic growth, facilitate trade, and maintain its competitive position in the region. The General Manager mentioned that the Port has shown positive growth in its net position, reflecting its improved financial health and capacity to undertake further strategic investments. Bond borrowing is identified as a viable financial mechanism to secure the necessary funds for these strategic capital improvements. The General Manager stated that proceeding with this process will determine what the Port's funding opportunities are through bond borrowing, and that information on any proposed legislation will be shared with the Board.

Director Valencia-Ovalles expressed her support in this endeavor, and commented that the time is now as there is always a need for continued development and growth in the Port Authority, especially since the Port serves as a critical lifeline of all goods entering our island community and

the region. The Chairperson mentioned that it is prudent and necessary that the Port re-assess its existing bond terms and examine what mechanisms are available to either retire the 2018 bond covenant with better terms and obtain additional funding for updated priorities in the capital improvement projects, port readiness and to address the geopolitical issues and other concerns that did not exist in 2018. She stated that the Board will be involved every step of the way during this process. The Vice Chairperson commented that it is a known fact that for quite some time Port Management has constantly and extensively communicated its story on the critical need to acquire gantry cranes, and improve upon its port infrastructure to its federal and local partners. Now, the Port is at this juncture to proceed and pursue other options in moving forward by way of this resolution to getting another bond. She expressed that the Port is at a critical point where there is a need to acquire gantry cranes, and with post-typhoon Mawar, assessments had determined that damages sustained at the port piers is also at risk. The Vice Chairperson emphasized that there are critical capital improvements that needs to be done, and in doing so, should be climate change resilient because if the Port is unable to function will gravely impact the island and the region.

Without further discussion, Director Valencia-Ovalles made motion to adopt Board Resolution No. 2024-07 relative to authorizing the General Manager to seek Governor Lou Leon Guerrero and the 37th Guam Legislature's approval for the Jose D. Leon Guerrero Commercial Port to seek bond borrowing for purposes of addressing the Port's much needed strategic capital improvements in order to advance its port readiness objectives. Motion was seconded by the Vice Chairperson and was unanimously approved.

4. Employee Incentive Programs; Request for \$50K. The General Manager requested for Board's approval to allocate \$50K funds for the Employee Incentive Programs, particularly Liberation Day, Labor Day and Port Week events. And if approved, the funds will be transferred to the PAGGMA association who will handle the disbursement of funds. Director Valencia-Ovalles made motion to authorize \$50,000 for the Employee Incentive Programs, seconded by the Vice Chairperson. Motion was unanimously approved.

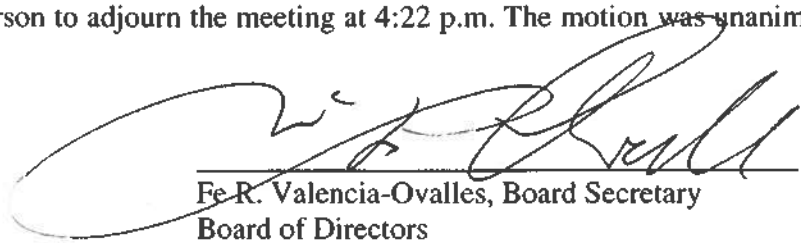
5. Request for \$5K Sponsorship for ATOSSCOM 49th Annual Conference, July 23-26, 2024, Majuro, RMI. As a member of the ATOSSCOM Association, and also serving as the Secretary on the Atosscom Executive Committee, request is being made to provide sponsorship support in the amount of \$5,000.00 for the ATOSSCOM annual conference. Director Valencia-Ovalles made motion to authorize sponsorship support in the amount of \$5,000.00 for the ATOSSCOM 49th Annual Conference, seconded by the Vice Chairperson. The motion was unanimously approved.

6. Request for \$5K Sponsorship for Association of Pacific Ports (APP) 110th Annual Conference, August 11-14, 2024, Kaohsiung, Taiwan. As a longstanding member of the Association of Pacific Ports (APP) and also serves as the Second Vice President of the APP Officers, request is being made to provide sponsorship support in the amount of \$5,000.0 for the APP annual conference. Director Valencia-Ovalles made motion to authorize sponsorship support in the amount of \$5,000.00 for the Association of Pacific Ports 110th Annual Conference, seconded by the Vice Chairperson. The motion was unanimously approved.

7. **Request for \$5K Sponsorship for the 26th Micronesian Islands Forum, June 3-5, 2024, Hyatt Regency Hotel, Guam.** The General Manager mentioned that the island of Guam will be hosting the 26th Micronesian Islands Forum (MIF) on June 3-5, 2024 at the Hyatt Regency Hotel. MIF is a regional intergovernmental organization composed of island nations and territories in the Micronesia subregion of the Pacific Ocean. Its members include the Federated States of Micronesia and its states – Chuuk, Kosrae, Pohnpei and Yap, along with Guam, Republic of Palau, Nauru and the Commonwealth of the Northern Mariana Islands. The forum will feature representatives and leaders from all over Micronesia working together to strengthen ties, further collaboration and deepen commitments throughout the region. In light of this, request is being made to provide sponsorship support in the amount of \$5,000.00 for this event. Director Valencia-Ovalles made motion to authorize sponsorship support in the amount of \$5,000.00 for the 26th Micronesian Islands Forum, seconded by the Vice Chairperson. The motion was unanimously approved.

VII. ADJOURNMENT

There being no further business to discuss, it was moved by Director Valencia-Ovalles and seconded by the Vice Chairperson to adjourn the meeting at 4:22 p.m. The motion was unanimously passed.



Fe R. Valencia-Ovalles, Board Secretary
Board of Directors

APPROVED BY:



Dorothy P. Harris, Chairperson
Board of Directors





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Governor of Guam
Joshua F. Tenorio
Lieutenant Governor

General Manager's Report for Board of Directors June 27, 2024

1. **Port Wins Another Transparency Award.** The Port Authority of Guam was awarded First Place Platinum Award for Fiscal Year 2022 Citizen-Centric Report (CCR).

This is the third time the Port has received the First Place "Excellence in Citizen-Centric Reporting Award" from the Association of Government Accountants, Guam Chapter (AGA), and was also recognized by the AGA National's Certificate of Excellence in Citizen-Centric Reporting. The award was presented on June 26, 2024 during the 2024 AGA Guam Membership Meeting held at the Lotte, Emerald Ballroom. Receiving this prestigious award for a third time shows our team's commitment to elevating transparency and comprehensible reporting.

The Citizen-Centric Report initiative, adopted through Guam Public Law 30-127, assists in advancing accountability and transparency in our government. This report provides information about the agency's goals, performance measures, audited financial statements, challenges and outlook of operations, and most importantly, how taxpayer or ratepayer dollars are spent in a manner that is easily understandable and accessible to our citizens.

The Port's Citizen-Centric Report is produced by the Financial Affairs Division under the direction of the Chief Financial Officer Jose B. Guevara, III with the assistance of the Port's Marketing Division. The award-winning Port Authority of Guam Citizen-Centric Report may be viewed at the Port's website.

2. **Port receives Certificate of Adequacy.** In collaboration with U.S. Coast Guard and the PAG Team, the Port Authority received its Certificate of Adequacy for Reception Facility for a term of five years. This certifies that the Port Authority, through the Vessel Agents, is compliant in the proper disposal and handling discharge of garbage, regulated garbage, oil, oil residue and oily mixture. In this way, the Port realizes a cost avoidance of \$425K in acquiring the services of a third-party Reception Facility.
3. **MOA – PAG, MARAD and SHPO.** The Port Authority of Guam received a signed amendment to the Memorandum of Agreement (MOA) with the U.S. Department of Transportation-Maritime Administration (MARAD) and the Guam State Historic Preservation Office (SHPO), concerning repairs and upgrades to Pier F-1 and Berths F-2,

F-3, F-4, F-5, and F-6 at the Jose D. Leon Guerrero Commercial Port, Apra Harbor, Guam. The project involves repairing concrete cracks, spalled and delaminated concrete, damaged mooring hardware foundations, coating systems, and asphalt and concrete overlays, as well as fender panel rehabilitation and replacement, sheet pile wall repair, slope armoring, and other general repairs. Due to the historical context of Apra Harbor, with over 24 ships and aircraft sunk during WWII, there was an assessment of potential submerged historic resources. However, the likelihood of these resources being present within two or three feet from Wharf F-2 is extremely low. The project complies with the National Historic Preservation Act (NHPA) and relevant federal regulations, and the determination is "no historic properties affected" pursuant to 36 CFR 800.4(d)(1). If archaeological resources or human remains are discovered, PAG will follow the Inadvertent Discovery Plan outlined in Appendix B of the MOA. This information is provided for the Board's awareness, and no further action or concurrence is required.

The clearance from the State Historic Preservation Office (SHPO) is significant because it ensures that the proposed repairs and upgrades at the Jose D. Leon Guerrero Commercial Port comply with the National Historic Preservation Act (NHPA) and other relevant federal regulations. This clearance verifies that the project will not adversely affect any historic properties, which is crucial for:

- **Regulatory Compliance:** Ensuring the project adheres to legal requirements under the NHPA and Section 106 of the National Historic Preservation Act, which mandates consideration of historic properties in federal project planning.
- **Project Continuity:** Clearing potential hurdles related to the discovery or impact on historic resources, thereby allowing the project to proceed without delays caused by further archaeological investigations or preservation measures.
- **Preservation of Heritage:** Protecting and preserving any potential historic and cultural resources that might be affected by the project, maintaining the integrity of Guam's historical and cultural heritage.
- **Public Trust and Transparency:** Demonstrating commitment to responsible stewardship of historic resources, fostering public trust, and ensuring transparent communication with stakeholders.

In summary, SHPO's clearance is a critical step in validating that the project will proceed in a manner respectful of and compliant with historic preservation standards. We thank SHPO for their diligent review and clearance of this important document. Additionally, we extend our gratitude to the Port's planning division, headed by Chief Planner Joe

Javellana, for their follow-up and dedication to ensuring this project's compliance and success. We will continue to monitor and follow through on the implementation of this plan to ensure compliance and address any findings promptly.

4. FEMA Typhoon Mawar Public Assistance (PA) Project Updates.

- **Category A-Debris Removal and Category B-Emergency Protective Measures.** All work associated with Category A – Debris Removal and Category B – Emergency Protective Measures have been completed.

- Cat A (Debris Removal) - \$71,873.14 Obligated
- Cat B (Emergency Protective Measures) - \$391,705.62 Obligated

Request for reimbursement for Port actual costs have been submitted to the Guam Recovery Office (GRO) and awaiting payment.

- **Category C, E, G – Permanent Work.**

The following have been obligated by FEMA:

- CAT E - PAG Vehicles - \$5,685.81 Obligated
- CAT G – Family Beach Signages - \$25,000 Obligated

Collaboration between Port and FEMA teams in reviewing the remaining damaged PAG building and facilities, to include the fuel piers and wharves are ongoing.

- **Golf Pier Repair Project.** Completed Public Assistance (PA) Peer Review and currently working with PA and Mitigation Specialists to update and quantify direct Typhoon Mawar damages for PA and Hazard Mitigation 406 funding.
- **F1 Repair Project.** Project is now in FEMA's CRC for Review and next steps.
- **F3 Repair Project.** Project is now in FEMA's CRC for Review and next steps.

5. General Manager's Notes for YTD Finances. We are providing the following summary for May 31, 2024:

REVENUES AND CARGO THROUGHPUT:

- The Port's Total YTD Operating revenue for May 31, 2024, is \$39.6 million, -1.7% or \$705K lower than the YTD May FY 24 budget revenue projection of \$40.3M.

- The total number of containers handled as of May 31, 2024, is 57,054, 3.7% or 2,049 containers higher than last year's May 2023 YTD total of 55,055. The total tonnage for non-containerized cargos as of May is 144K revenue tonnage, which is 36% higher as compared to last year's May total of 106K revenue tonnage. The increase is primarily from domestic cargos of Roll on Roll off Vehicles.
- The addition of two container/ roll-on, roll-off vessels ("con-ro") by Matson to its weekly visit is the primary reason for the increased in domestic non-containerized cargo by 1,126%. The total Roll on Roll off revenue as of May is \$788K, an increase of 86% or \$363K.

OPERATING EXPENSES:

- Overall Operating expenses, as of May 31, 2024, is \$38.6M, which is 4.8% or \$1.8M higher than the YTD budget for May with a total of \$36.8M. The current total expense as of May is 67% of the total approved FY2024 Budget in the amount of \$57.0M. In October 2023, typhoon Bolivar was anticipated to pass through Guam which resulted to typhoon related expense amounting to \$326K. This was an unforeseen expense that the Port incurred.

OVERTIME EXPENSE AND DIRECT LABOR REVENUE:

- YTD Overtime for Divisions involved in Operations is \$1.0M, 21% or \$177K higher than the overtime budget for YTD May at \$850K. The FY 2024 YTD Overtime as of May is 11% lower as compared to last year's May YTD total of \$1,158,967. The decrease in OT would have been higher but because of the annual employees' salary increase, the overtime rate for each employee also increased in FY 2024.
- The total Direct Labor revenue as of May is \$2.6M, 3.3% or \$84K higher than the FY24 budget of \$2.5M.

Here is the breakdown:

Direct Labor Revenue:	\$ 2,631,296
Operations Overtime:	\$ 1,027,233
Variance:	\$ 1,604,063

YTD OPERATING REVENUES MINUS YTD EXPENSES:

- Operating revenues minus operating expenses resulted in an operating income of \$1.0M. The final result for May is a net income of \$3.2M, after adding the net of Other Income/Expenses totaling \$2.1M. The YTD Net Income is higher by 18.2% than YTD Budget Projection of \$2.7 million.

Note: \$1.9M is a net balance of Other Income and Expense composed of Interest Income, Interest Expense, Federal Reimbursements, Federal Expenses, Retirees COLA, Supplemental, Medical and Dental, and Other Non-Operating Income & Expenses.

Other Financial Highlights, as of May 31, 2024:

- The debt service ratio as of May 31, 2024, is 1.55. This is 24% higher than the Bond Indenture Debt service ratio requirement of 1.25.
- Days Cash on Hand as of May is 826 days, 65% or 326 days higher than the 500 days requirement of Moody's Rating agency.

Annual Debt Service Coverage	1.55
Required Debt Service Coverage	1.25
Variance	0.30
% Variance	24%

6. Status of Ongoing Awarded Grant Activities and Updates on Planned Grant Acquisitions.

- **USDHS/FEMA Port Security Grant Program.**
 - 2023 PSGP Investment Justifications Projects - \$124,779
Acquisition of: Two (2) Port Police Boat Trailers, Port Police laptop and accessories, and Port Police PPEs. *Update:* Currently in procurement process.
 - 2024 PSGP Investment Justifications Projects - \$1,197,006
PAG application submitted on June 24, 2024 for the following:
 - \$420,000 - Cybersecurity Authentication Upgrade to Domain Controllers with Active Directory, RSA Tokens, DNS, DHCP, FS, and WSUS.
 - \$90,300 - Firewall (Sonic Wall) Upgrade to Robust/Redundant Setup and Three (3) Year Subscription Intrusion Detection System.
 - \$349,173 - Security Bollard and Spike Systems at PAG Main Gate 1.

- \$144,306 - Security Cameras at the Hagat Marina and System Updates.
- \$193,227 - Modular Floating Dock System with Gangway and Sinkers/Anchors.

- **U.S. Economic Development Administration (EDA) Fuel Pipeline Connectivity Project.** *Update:* A/E Designer, AM Orient is reviewing the EDA site certificate required to satisfy the grant award conditions and will provide a draft for PAG review.

- **Gantry Crane Acquisition.**
 - **Acquisition of an STS Gantry Crane by the PAG.** PAG application was submitted on June 17, 2024 to OLDCC's Defense Community Infrastructure Program (DCIP) to fund one (1) Ship-To-Shore (STS) Gantry Crane. Project total cost is \$19,950,000 (DCIP at 70% or \$13,965,000 and PAG at 30% or \$5,985,000).

 - **USDA Direct Loan.** PAG Finance was assigned to develop a request for proposal to select a lender to provide commercial loan financing for replacing the PAG's Ship-to-Shore Gantry Cranes and acquiring additional cargo handling equipment, e.g., Tractors, Telescopic 150 Ton Crane, Top lifters, and Forklifts. Port Team is working with the local USDA office in completing the application process. USDA Guidance has been provided with regards to the type of procurement that the Port will be executing. – *Status Quo*

- **MARAD Marine Highway Program.** The Grant Agreement for MARAD FY 2022 America's Marine Highway was effectuated on August 4, 2023.

Update: The IFB for the purchase of five 5.5-ton forklifts is being re-bid to remove the Build America, Buy America (BABA) requirement, which was recently waived by the U.S. Department of Transportation for Pacific Islands. The contract and purchase order for the nine (9) terminal yard tractors is routing for signature, following the PUC approval on May 30, 2024. The contracts and purchase orders for the reefer generators and telescopic boom lift were signed and issued June 5th and 6th, respectively.

- **Office of Local Defense Community Cooperation.** The PAG's recent grant application, totaling \$1.45M for its OAE, to conduct a Port Resiliency and Sustainability Study, was granted by OLDCC through the Office of the Governor.

Update: On June 20, 2024, Jacobs indicated they are on track to meet the July 2024 deadline to submit PAG's Baseline GHG Emissions Inventory, and the August 2024 interactive workshop to gather PAG's input on proposed ZE scenarios. Also, Jacobs confirmed their participation at the BSP Assembly of Planners Symposium Guam, scheduled for August 8, 2024.

- **US DOT Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program.** PAG requested a no cost scope modification to the original F1 Pier and Wharves F2 – F6 repairs under the RAISE grant whereby funding for F1 Pier will be shifted to supplement funding for wharves F2 – F6.

Update: On June 20, 2024, MARAD indicated that the project's budget breakdown collaboration with PAG and WSP has been finalized and will be included in their internal White Paper. The official approval on the scope modification should be soon.

- **Office of Insular Affairs Maintenance Assistance Program (MAP).**
 - Port Welding Shop Phase 1 & 2 project. Awarded in 2020 & 2021. Seeks to repair concrete spalling and cracks on the exterior of the building and apply the proper protective coating once the exterior is fully repaired. The other component of the PAG's funding application is the acquisition of specialized equipment for the Welding Section to support the maintenance of its gantry cranes and other heavy-duty equipment. **Update:** Procurement packet currently under legal review.
 - Generator Maintenance Program. Awarded on June 29, 2022. Hawthorne Pacific Corporation signed the purchase order on May 8, 2023. On June 28, 2023, requisitions were entered into the system and a total of eight (8) purchase orders were awarded on October 23, 2023, to three (3) different vendors: Landscape Management Systems, Inc., Far East Equipment Co. LLC., and Hawthorne Pacific Corporation. Genset maintenance/services and parts deliveries are ongoing. – *Status Quo*
 - U.S. EPA Clean Ports Program: Climate and Air Quality Planning Competition. Program aims to reduce air pollution and greenhouse gas emissions at ports by supporting projects that adopt cleaner technologies and practices, improve air quality, and enhance public health.

Update: On May 28, 2024, PAG submitted a \$2,410,415 grant proposal to fund the Net Zero Emissions Strategy Update and Implementation Plan. U.S. EPA will announce selection decisions between August and September 2024 and tentatively plans to issue awards by December 2024.

- **New Grant Opportunity-** U.S.EPA Environmental and Climate Justice Community Change Grants Program/Inflation Reduction Act Community Change Grants Program. Application deadline: Nov. 21, 2024

Update: On June 14, 2024, PAG received an invitation from Community First Guam Federal Credit Union (in partnership with the Guam Facilities Foundation, Inc.) to partner as a Collaborating Entity for their EPA grant application under the Community Change Grants Program (CCGP). The CCGP may provide PAG with \$10-\$20 million in funding for community-driven projects that help mitigate the effects of climate change, including more energy-efficient generation, waste management, storm water and flood mitigation projects, and building resilience to typhoons and other disasters.

7. **Port Revenue Bonds Project Status.** As of June 25, 2024, the attachment provides information on the status of the revenue bond projects, which include the rehabilitation of the hotel wharf, repairs and improvements to the golf pier, waterline replacement/relocation, upgrades to the EQMR building, repairs and upgrades to warehouse one, construction of a new admin annex building, and other priority projects.

Respectfully submitted,



Rory J. Respicio
General Manager

2018 Port Revenue Bonds Status Report As of June 25, 2024

Bond Project	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT IFS/RFP/PO Number	Status
Rehabilitation of "H" Wharf	\$46,331,895.00	\$1,495,735.10	\$44,836,159.90	PO No. 17043-OF for \$2,249,945.54 awarded to GHD Inc. New Contract Amount: \$2,656,621.37 PO No. 18140-OS was issued to Sumitomo Mitsui Construction Company, Ltd. for \$46,331,895.00	Resolution No. 2024-01 authorized the PAG GM to temporarily pause H-Wharf construction, procure additional gantry cranes, and establish comprehensive strategic measures for port operational enhancement and financial reallocation. Status quo.
Golf Pier Repairs and Improvements	\$2,000,000.00	\$372,147.93	\$1,627,852.07	RFP No. 2019-02: A&E Design for \$484,000.17 awarded to NC Macario	Golf Pier was rendered inoperable after Typhoon Mawar. The PAG along with its DAE have developed cost estimates that are currently under review by FEMA. This review is ongoing.
Waterline Replacement and Relocation	\$6,000,000.00	\$2,587,583.20	\$3,412,416.80	PO No. 177900S for \$4,856,568.91 awarded to BME & Sons Inc.	Pipe installation at Warehouse 1 is near completion and progress has begun at F6. The project's estimated completion date is December, 2024.
EQMR Building Repairs and Upgrades	\$3,628,800.00	\$2,095,208.33	\$1,533,591.67	PO No. 180070S for \$3,980,000.00 awarded to JJ Global Service	Work has begun on lead based paint abatement and repair work is ongoing.
Warehouse 1 Repairs	\$2,000,000.00	\$447,013.13	\$1,552,986.87	RFP No. 2019-03: A&E Design for \$1,406,427.48 awarded to NC Macario	A procurement planning meeting is tentatively scheduled for June 28, 2024. The procurement packet is being developed.
Other Priority Projects	\$4,980,745.00	\$222,668.79	\$4,758,076.21	See status	1. Please refer to MARAD RAISE - Wharves Service Life Extension Hardening of Wharves F1-F6 for more information. 2. The TOS Upgrade scope of services is under Procurement and Legal review.
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					
Other Priority Projects - EnterpriseOne Financial Management System	\$2,500,000.00	\$2,464,629.65	\$35,370.35	See status	Multifactor authentication and Vertex upgrades have been completed. Module updates are ongoing for vessels and SSRs. The PAG is also exploring additional applications such as content management for document retention. An RFP for joint comprehensive support services with GPA, GIAA, and the lead agency GWA is ongoing.
New Admin. Annex Building	\$10,445,000.00	\$0.00	\$10,445,000.00	See status	Project is currently on hold pending Management decision.
Grand Total	\$77,886,440.00	\$9,684,986.13	\$68,201,453.87		



PORT OF GUAM
ATURIDAT / PUETTON GUAHAN
Jose D. Leon Guerrero Commercial Port
1026 Cabras Highway, Suite 201, Piti, Guam 96915
Telephone: 671-477-5931/5 | Facsimile: 671-477-2689
Website: www.portofguam.com




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

June 25, 2024

MEMORANDUM

To: Board of Directors

From: Rory J. Respicio, General Manager 

Subject: Creation of Position: Environmental Compliance Administrator

Hafa Adai! On May 31, 2024, the Board of Directors authorized management to proceed with the transparency process for the Creation of Position – Environmental Compliance Administrator position.

To comply with the transparency and disclosure process as mandated by 4 GCA Section 6303.1, the creation of position documents was posted on the Port's website, port employees were notified, and notification was also provided to electronic and written media outlets. The postings and notifications were provided on June 4, 2024, and deadline to submit comments was on June 18, 2024 to the Port's Human Resources Office.

On June 20, 2024, the Port's Human Resources Office advised that 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 and disclosure requirement were met and it is requested that approval and adoption of the Environmental Compliance Administrator position be established in the classified service at a Pay Grade L.

I am available for any questions you may have.



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- [Labor Day Message](#)

Margret Duenas

From: Margret Duenas <mduenas@portofguam.com>
Sent: Wednesday, June 5, 2024 12:02 PM
To: life; news; news; gerrypartido; news; editor; mar vic cagurangan; John Oconor; michael weakley; kstokish; kishfm102 9; taentgu; Kandit News Group; production; raygibsonshow; Nestor Licanto
Subject: RE: Creation of Position Environmental Compliance Administrator
Attachments: Creation of Position - ECA.pdf

PUBLIC NOTICE

Creation of Position Environmental Compliance Administrator

Piti, Guam, June 4, 2024: 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 position of Environmental Compliance Administrator.

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 June 18, 2024. For more information, please contact the Human Resources Division at 671-477-5931/4, ext. 244 - 249.

-30-

From: Margret Duenas <mduenas@portofguam.com>
Sent: Tuesday, June 4, 2024 3:20 PM
To: 'life' <life@guampdn.com>; 'news' <news@guampdn.com>; 'news' <news@k57.com>; 'gerrypartido' <gerrypartido@gmail.com>; 'news' <news@sorensenmediagroup.com>; 'editor' <editor@postguam.com>; 'mar vic cagurangan' <mar_vic_cagurangan@yahoo.com>; 'John Oconor' <john@postguam.com>; 'michael weakley' <michael.weakley@guam.gov>; 'kstokish' <kstokish@gmail.com>; 'kishfm102 9' <kishfm102.9@gmail.com>; 'taentgu' <taentgu@gmail.com>; 'Kandit News Group' <news@kanditnews.com>; 'production' <production@joyfmradio.net>; 'raygibsonshow' <raygibsonshow@gmail.com>; 'Nestor Licanto' <nlicanto@guampdn.com>
Subject: Creation of Position Environmental Compliance Administrator

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From: Margret Duenas <mduenas@portofguam.com>
Sent: Wednesday, June 5, 2024 12:01 PM
To: Betty W. Perez; Vivian Leon; Joe Javellana; Dora C. Perez; Chris Flores; Sonja L. Cruz; Clarence V. Lagutang - CIP Manager; Jennifer Barcinas; Paul R. Salas; Joshua V. Candoleta; Annie; Mark A. Cabrera; Dennis J. Perez; Arden B. Bonto; Bernadette Meno; Ryan J. Arriola; Antoinette M. Mafnas; Shawn B. Cepeda; Carmelita G. Candoleta; Evangeline O. Castro; Jojo B. Guevara; MaryJane Garcia; Jesse S. Mendiola; Roseanna T. Castro; Víctor; Glenn B. Nelson; Patrick E. Alvarez; Jose A. Ulloa; Janice H. Flores; Raymond Santos; Jacqueline Cruz; Reed K. Topasna; Shine A. San Agustin; Alex Aflague
Cc: Dominic G. Muna; Pacifico R. Martir
Subject: RE: Public Notice: Creation of Position Environmental Compliance Administrator
Attachments: Creation of Position - ECA.pdf

Hafa Adai All,

Provided for your review and/or comment is the public notice on the Creation of Position for an Environmental Compliance Administrator.

For immediate access, please see attached or click link <https://www.portofguam.com/news/public-notice>

Deadline to submit comments to the Human Resources Office is no later than Tuesday, June 18, 2024.

Regards - marge

From: Margret Duenas <mduenas@portofguam.com>
Sent: Tuesday, June 4, 2024 3:26 PM
To: 'Betty W. Perez' <bwperez@portofguam.com>; 'Vivian Leon' <vleon@portofguam.com>; 'Joe Javellana' <jgjavellana@portofguam.com>; 'Dora C. Perez' <dcperez@portofguam.com>; 'Chris Flores' <cflores@portofguam.com>; 'Sonja L. Cruz' <slcruz@portofguam.com>; 'Clarence V. Lagutang - CIP Manager' <cvlagutang@portofguam.com>; 'Jennifer Barcinas' <jrbarcinas@portofguam.com>; 'Paul R. Salas' <prsalas@portofguam.com>; 'Joshua V. Candoleta' <jvcandoleta@portofguam.com>; 'Annie' <algsablan@portofguam.com>; 'Mark A. Cabrera' <macabrera@portofguam.com>; 'Dennis J. Perez' <djperez@portofguam.com>; 'Arden B. Bonto' <abbonto@portofguam.com>; 'Bernadette Meno' <bsterne@portofguam.com>; 'Ryan J. Arriola' <rjarriola@portofguam.com>; 'Antoinette M. Mafnas' <ammafnas@portofguam.com>; 'Shawn B. Cepeda' <sbcepeda@portofguam.com>; 'Carmelita G. Candoleta' <cgcandoleta@portofguam.com>; 'Evangeline O. Castro' <eocastro@portofguam.com>; 'Jojo B. Guevara' <jbguevara@portofguam.com>; 'MaryJane Garcia' <mjgarcia@portofguam.com>; 'Jesse S. Mendiola' <jsmendiola@portofguam.com>; 'Roseanna T. Castro' <rtcastro@portofguam.com>; 'Victor' <vmcamacho@portofguam.com>; 'Glenn B. Nelson' <gbnelson@portofguam.com>; 'Patrick E. Alvarez' <pealvarez01@portofguam.com>; 'Jose A. Ulloa' <jaulloa01@portofguam.com>; 'Janice H. Flores' <jhflores@portofguam.com>; 'Raymond Santos' <rbsantos@portofguam.com>; 'Jacqueline Cruz' <jcruz@portofguam.com>; 'Reed K. Topasna' <rtopasna@portofguam.com>; 'Shine A. San Agustin' <sasanagustin@portofguam.com>; 'Alex Aflague' <ajafllague@portofguam.com>
Cc: 'Dominic G. Muna' <dgmuna01@portofguam.com>; 'Pacifico R. Martir' <prmartir@portofguam.com>
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To: 'life'; 'news'; 'news'; 'gerrypartido'; 'news'; 'editor'; 'mar vic cagurangan'; 'John Oconor'; 'michael weakley'; 'kstokish'; 'kishfm102 9'; 'taentgu'; 'Kandit News Group'; 'production'; 'raygibsonshow'; 'Nestor Licanto'
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Creation of Position Environmental Compliance Administrator

Piti, Guam, June 4, 2024: 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 position of Environmental Compliance Administrator.

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 June 18, 2024. For more information, please contact the Human Resources Division at 671-477-5931/4, ext. 244 - 249.

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



PUBLIC NOTICE

Creation of Position Environmental Compliance Administrator

Piti, Guam, June 4, 2024: 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 position of Environmental Compliance Administrator.

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 June 18, 2024. For more information, please contact the Human Resources Division at 671-477-5931/4, ext. 244 - 249.



PORT OF GUAM
ATURIDAT I PUETTON GUAHAN
Jose D. Leon Guerrero Commercial Port
1026 Cabras Highway, Suite 201, Piti, Guam 96915
Telephone: 671-477-5931/5 | Facsimile: 671-477-2689
Website: www.portofguam.com



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

June 4, 2024

INTER-OFFICE MEMORANDUM

To: Division Heads

From: Rory J. Respicio, General Manager 

Subject: Request for Creation of Position – Environmental Compliance Administrator

Hafa Adai! The Board of Directors at their regular meeting of May 31, 2024 authorized management to begin the process to create the Environmental Compliance Administrator position in the classified service.

To provide you with an opportunity to submit your inputs on the proposed position, we have posted the request to create the proposed position on the Port's website under "News – Public Notices" <https://www.portofguam.com/news/public-notice> for your review and comments.

Please submit your comments, if any, to the Human Resources Division no later than June 18, 2024.

Should you have any questions, please feel free to contact the Human Resources Division at 477-5931/5, ext. 244 - 249.



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

May 29, 2024

MEMORANDUM

To: Board of Directors

From: Rory J. Respicio, General Manager

Subject: Request for Creation of Position – Environmental Compliance Administrator

Hafa Adai! On April 25, 2024, the Board of Directors authorized management to begin the creation of position for the Environmental Compliance Administrator and present the creation package to the Board so the transparency process can begin. The justification to create the position was based on the following:

The Port serves as the only commercial port on the island of Guam and serves as the primary transshipment hub for other islands in the Southwest Pacific region, such as, Commonwealth of the Northern Marianas Islands, Federated States of Micronesia, Republic of Marshall Islands and Palau. Citizens of Guam and neighboring islands depend on the Port to provide essential goods, most notably food products, medical supplies, building materials and fuel. Currently, more than 90 percent of the total volume of goods and supplies needed to support activities flow through the Port. In addition, the U.S. military relies on the Port to handle nearly all of the military cargo and equipment moving in and out of Guam to support Defense community's needs.

With over 90% of containerized and breakbulk commodities passing through its wharves and the lifeline between Guam, the region and the rest of the world, it is critically important that the Port invests in initiatives to upgrade its infrastructure, facilities, equipment to achieve resiliency, ensure supply chain sustainability and enhance operational capacity and services.

Over the past decade, the Port has grown and evolved into a world-class commercial port and has had significant success, evidenced with the recent successful completion of the \$50 million Port Modernization Program, the recent ground-breaking for Hotel Wharf Rehabilitation Projects, and federal funding to repair Golf Pier and F-1 and F-6 wharves. As the Port moves forward with the development of its maintenance and capital improvement projects with partnership with U.S. Department of Defense's Indo-Pacific Strategy and Pacific Initiatives, there is a need to ensure compliance with federal and local statutes on environmental issues.

In 2018, the Port's Owner Agent Engineer, WSP, was tasked to evaluate compliance with applicable environmental, health, and safety (EHS) laws and regulations at the facilities owned by the Port Authority of Guam. For the last 4 years, WSP worked closely with the Environmental Compliance Specialist assigned under the Occupational Health and Safety Division to mitigate the specific regulatory deficiency and implement an abatement and mitigation strategy for each finding. The audit findings and mitigation efforts are being used to develop a comprehensive EHS program that will be compliant with all applicable EHS laws and regulations under Title 22 of the

Guam Administrative Rules and Regulations; Title 40 Code of Federal Regulations (CFR); Title 20 CFR Sections 1910, 1917, 1917 and 1926 and U.S. Coast Guard Regulations.

Typhoon Mawar hit Guam on May 24, 2023 and left behind a massive trail of destruction. Port employees worked tirelessly to get the Port back up and in three days the Agency was fully operational. Based on the assessment conducted by Engineering staff, it was determined that the estimated cost of \$9 million plus would be needed to repair or replace the Port facilities due to damages sustained.

To ensure the Port addresses and mitigates all environmental concerns as it embarks on the repair and maintenance of its facilities and be ready to receive cargoes related to the military build-up, there is a need to establish an Environmental Compliance Administrator position within the Port's Classification and Compensation Plan. The proposed position will administer the day-to-day activities of the Environmental Compliance Division and collaborate extensively with the local and federal government entities in promoting maritime industry sustainability and increasing maritime energy efficiency, thereby reducing both operating costs and the environmental footprint.

We are attaching classification report and analysis justifying the need to create an Environmental Compliance Administrator position in the classified service under the Port Classification and Compensation Plan.

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

1. The justification for the new position.
2. The essential details concerning the creation of the position.
3. An analysis of the similarities and differences between the position to be created and positions listed pursuant to Title 4, GCA, Section 4101.1(d).
4. The position description.
5. The proposed pay range and demonstration of compliance with Section 6301 of Title 4, GCA.
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 Port Attorney 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); and
2. Notices of the postings are provided to each newspaper of general circulation and broadcasting station which airs a regular local news program within Guam.

After the transparency process has been completed, this office 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 position 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.	May 31, 2024
If Board agrees to proceed with the creation, the request will be transmitted to the division heads for review and comments.	June 3, 2024
Posting of proposed creation of position on Port's website.	June 3 to 14, 2024
Notification to be provided to the electronic and written media outlets of the Port's request, its availability on the website; and possible Board meeting date the request may be approved.	June 3, 2024
Request to be re-submitted to the Board for final approval and adoption by resolution.	June 28, 2024
Creation of position documents transmitted to the Director of Administration and Guam Legislative Secretary.	June 28, 2004
Process job announcement for positions and/or effective date of reallocation of positions.	July 30, 2024

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

Your kind approval of the above is greatly appreciated. I am available for any questions that you may have. *Si Yu'os Ma'ase.*

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 – ENVIRONMENTAL COMPLIANCE ADMINISTRATOR**

REQUEST:

On April 25, 2024, the Board of Directors authorized the General Manager to begin the creation of an Environmental Compliance Administrator. As a result of this authorization, the General Manager requested the Human Resources Division to review the Port's current organizational structure and prepare the creation for the Environmental Compliance Administrator.

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.*
 - 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 4, 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) is void.*

References of Compliance:

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

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

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

4 GCA §6301. Compensation Policy.

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

AGENCY BACKGROUND:

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

JUSTIFICATION:

The Port serves as the only commercial port on the island of Guam and serves as the primary transshipment hub for other islands in the Southwest Pacific region, such as, Commonwealth of the Northern Marianas Islands, Federated States of Micronesia, Republic of Marshall Islands and Palau. Citizens of Guam and neighboring islands depend on the Port to provide essential goods, most notably food products, medical supplies, building materials and fuel. Currently, more than 90 percent of the total volume of goods and supplies needed to support activities flow through the Port. In addition, the U.S. military relies on the Port to handle nearly all of the military cargo and equipment moving in and out of Guam to support Defense community's needs.

With over 90% of containerized and breakbulk commodities passing through its wharves and the lifeline between Guam, the region and the rest of the world, it is critically important that the Port invests in initiatives to upgrade its infrastructure, facilities, equipment to achieve resiliency, ensure supply chain sustainability and enhance operational capacity and services.

Over the past decade, the Port has grown and evolved into a world-class commercial port and has had significant success, evidenced with the recent successful completion of the \$50 million Port Modernization Program, the recent ground-breaking for Hotel Wharf Rehabilitation Projects, and federal funding to repair Golf Pier and F-1 and F-6 wharves. As the Port moves forward with the development of its maintenance and capital improvement projects with partnership with U.S. Department of Defense's Indo-Pacific Strategy and Pacific Initiatives, there is need to ensure compliance with federal and local statutes on environmental issues.

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Typhoon Mawar hit Guam on May 24, 2023 and left behind a massive trail of destruction. Port employees worked tirelessly to get the Port back up and in three days the Agency was fully operational. Based on the assessment conducted by Engineering staff, it was determined that the estimated cost of \$9 million plus would be needed to repair or replace the Port facilities due to damages sustained.

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METHODOLOGY:

Human Resources staff reviewed the duties and responsibilities of the proposed Environmental Compliance Administrator position using the job evaluation systematic process for assessing the content, relative size and importance of the job within our organization using a total of 12 measurement factors. Each factor indicates a point rating and sum of all points representing the total "points" value for the job. Also provided were the organizational and functional charts.

In summary, the job evaluation provides:

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

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

CLASSIFICATION REVIEW:

The proposed Environmental Compliance Administrator position will administer the environmental program for the Port.

The position requires knowledge of:

- Principles and practices of technical and functional supervision and training.
- Advanced methods, techniques and procedures used in environmental site investigation, facility inspections and enforcement.

- Applicable environmental federal and local rules, regulations and policies.
- Procedures in handling hazardous materials.
- Safety principles, practices, regulations and procedures related to the work, including OSHA regulations.
- Principles and practices related to recordkeeping.

The position requires ability to:

- Provide technical and functional supervision over assigned staff and effectively train staff.
- Perform the most complex duties related to enforcement of applicable rules and regulations.
- Analyze information and take appropriate actions.
- Understand, interpret and apply environmental federal and local rules, regulations and guidelines.
- Interpret and enforce environmental policies and procedures.
- Recognize critical issues pertaining to environmental health and take appropriate action.
- Prepare and review technical reports and recommendations.
- Make work decision in accordance with appropriate program guidelines.
- Apply and enforce safe work practices on the job.
- Communicate effectively, orally and in writing.
- Work effectively with the public and employees.
- Maintain records and prepare reports.

The position will be overseeing the daily activities of the division and work products produced by the following staff:

2	Environmental Compliance Specialist
1	Administrative Assistant

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 local and federal environmental health programs.

The experience and training of the position requires possession of three (3) years of progressively responsible experience in environmental protection and health compliance work and one (1) year of supervisory experience and graduation from a recognized college or university with a Bachelor's degree in environmental health or closely related field.

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 and other autonomous agencies staffing patterns reveal there are positions that are closely associated with the proposed Environmental Compliance Administrator 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 Environmental Compliance Administrator 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 of Directors.

RECOMMENDATION:

Our review has determined the following pay grade allocation for the Environmental Compliance Administrator Manager:

Structural Adjustment – Minimum	Structural Adjustment – Maximum
L-6D \$81,276	L-7D \$84,576

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


SHAWN B. CEPEDA
Acting Personnel Services Administrator

ENVIRONMENTAL COMPLIANCE ADMINISTRATOR

NATURE OF WORK:

Administers the environmental health and protection programs of the Environmental Health and Protection Division of the Port Authority of Guam.

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.)

Administers the environmental health and protection program for the Agency to include planning, prioritizing and reviewing the work of staff assigned to performing on-site and facility inspections for compliance with applicable laws and ordinances.

Formulates and implements environmental health and protection policies, rules and regulations and other program guidelines.

Evaluates operational effectiveness and initiates and recommends appropriate changes to enhance environmental health and protection measures and practices.

Conducts inspections of work areas for the detection and elimination of environmental concerns and conditions; ensures compliance; investigates incidents and prepares findings and recommendations.

Prepares and administers division's budget and administrative policies for personnel, training and safety.

Conducts environmental health and protection training to employees.

Maintains records and prepare reports.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of:

- Principles and practices of technical and functional supervision and training.
- Advanced methods, techniques and procedures used in environmental site investigation, facility inspections and enforcement.
- Applicable environmental federal and local rules, regulations and policies.
- Procedures in handling hazardous materials.
- Safety principles, practices, regulations and procedures related to the work, including OSHA regulations.
- Principles and practices related to recordkeeping.

Ability to:

- Provide technical and functional supervision over assigned staff and effectively train staff.
- Perform the most complex duties related to enforcement of applicable rules and regulations.
- Analyze information and take appropriate actions.
- Understand, interpret and apply environmental federal and local rules, regulations and guidelines.
- Interpret and enforce environmental policies and procedures.
- Recognize critical issues pertaining to environmental health and take appropriate action.
- Prepare and review technical reports and recommendations.
- Make work decision in accordance with appropriate program guidelines.
- Apply and enforce safe work practices on the job.
- Communicate effectively, orally and in writing.
- Work effectively with the public and employees.
- Maintain records and prepare reports.

MINIMUM EXPERIENCE AND TRAINING:

- A. Three (3) years of progressively responsible experience in environmental protection and health compliance work and one (1) year of supervisory experience and graduation from a recognized college or university with a Bachelor's degree in environmental health or closely related field.
- B. Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

JOB EVALUATION
For
ENVIRONMENTAL COMPLIANCE ADMINISTRATOR

Factors	Points	Comments
Education	J 132	Tertiary/Professional. Requires a post high school tertiary qualification at a university, polytechnic or equivalent educational body.
Experience	J 152	Experience in managing/administering a major function/department or division of a small to medium size organization or a major department/branch of a large organization, e.g., 8 – 10 years + experience.
Complexity	D 50 284 142.0	Involved: Whilst the end results are still generally defined the means of achieving them are becoming unspecified and as a result more complex. The need to balance continuous conflicting demands together with an increasing level of unpredictability is encountered.
Scope of Work	D 20 284 56.8	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 100	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	B1 19	Work is performed indoors in office conditions in favorable working conditions but with occasional exposure to unpleasant environmental influences, e.g., noise, heat, dirt, cold, dampness, etc.

Job Evaluation for Environmental Compliance Administrator

Page 2

Factors	Points	Comments
Physical Demands	A1 22	Work is usually performed sitting, with the opportunity to stand and walk freely.
Impact of Discretionary Decisions	C1 38	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	E3 76	Sensitive/responsive: extensive contact with a large part of the organization and/or need to lead, motivate and direct staff in sensitive employee relations conditions.
Authority Exercised	F2 100	Approves routine expenditure within budgetary limits and is accountable for an O&M budget \$200,000 to \$2 million
Supervisory & Managerial Responsibility	B1 22	Has full supervisory/managerial responsibility for up to 10 staff to include allocation of work, accountability for the outputs, quality, etc. and appraisal of their performance.
TOTAL POINTS	975	

PAY GRADE ALLOCATION

Job Evaluation Points	Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
975	L-6D	\$81,276	L-7D	\$84,576

**Fiscal Year 2024
FUNCTIONAL STATEMENT FOR
ENVIRONMENTAL COMPLIANCE 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 AND MAINTENANCE

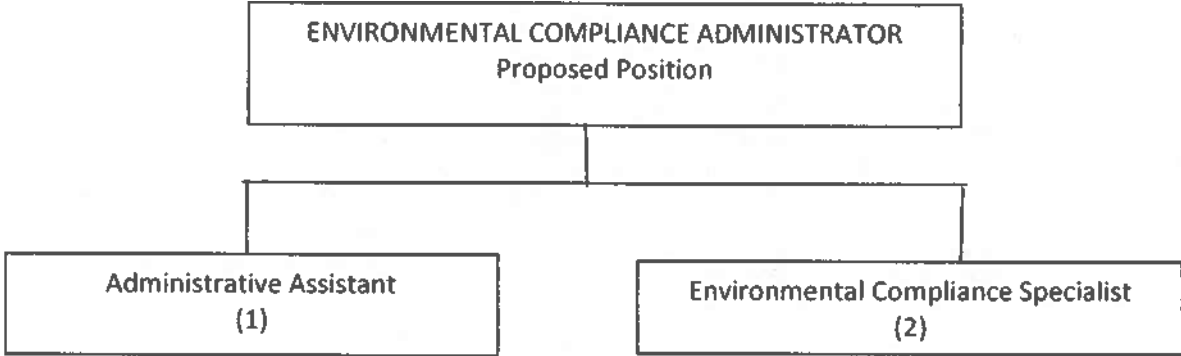
The Deputy General Manager for Operations and Maintenance is responsible for the overall operations and administration of Operations, Maintenance and Control Compliance departments of the Authority.

ENVIRONMENTAL COMPLIANCE DIVISION

This division is responsible for the compliance and enforcement of federal and local environmental programs at the Port, such as, hazardous waste, solid waste, air pollution, water quality, spill, prevention control and countermeasures, polychlorinated biphenyls (PCBs) and the Superfund Amendment Reauthorization Act (SARA) Title III related to Port properties.

**JOSE D. LEON GUERRERO COMMERCIAL PORT
ORGANIZATIONAL CHART – FISCAL YEAR 2024**

ENVIRONMENTAL COMPLIANCE DIVISION



PORT AUTHORITY OF GUAM



POSITION DESCRIPTION

1.0 IDENTIFICATION

POSITION TITLE	Environmental Compliance Administrator
POSITION NUMBER	
NAME OF EMPLOYEE	
NAME OF DIRECT SUPERVISOR	
TITLE OF DIRECT SUPERVISOR	Deputy General Manager, Operations & Maintenance
JOB LOCATION (Department / Agency)	Port Authority of Guam
DIVISION	Environmental Compliance
DEPARTMENT	Compliance Control
SECTION / UNIT	
FLSA	
CLASSIFICATION	<input checked="" type="checkbox"/> Classified <input type="checkbox"/> Unclassified <input type="checkbox"/> Vacant
JOB EVALUATION POINTS	975
PAY GRADE	L-6D
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	Administers the environmental health and protection program for the Authority
2	Formulates and implements environmental health and protection policies, rules and regulations and other program guidelines
3	Evaluates operational effectiveness and initiates and recommends appropriate changes to enhance environmental health and protection measures and practices.
4	Conducts inspection of work areas and Port properties for the detection and elimination of environmental concerns and conditions; insures compliance; investigates incidents and prepares findings and recommendations
5	Prepares and administers division's budget and administrative policies for personnel, training and safety
6	Conducts environmental health and protection training to employees.
7	Maintains records and prepares reports.
8	Performs related duties as required

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
	None

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.
X	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.
	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	Environmental Compliance Specialist	Conducts field inspections of properties to ensure compliance with laws and regulations regarding water and air pollution controls, pesticide use, solid/hazardous waste disposal and other matters affecting the environment.
1	Administrative Assistant	Staff administrative work

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
100%	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 experience in environmental protection and health compliance work	3	0

d) Supervisor / Management	Years	Months
Direct supervisory experience responsible for direction and evaluation of staff.	1	0

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 :	Environmental health or closely related field
Masters :	
Beyond Masters :	

7.1.3 CRITICAL SKILLS / EXPERTISE

List specialized skills or specialization needed to perform essential functions:

7.1.4 LICENSE / 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.
X	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.
X	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:

%

- 60 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.)
- 40 Outdoors exposed to changing weather conditions (for instance, rain, sun, wind, etc.)
- 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:

%

- 10 Air contamination (i.e., dust, fumes, smoke, toxic conditions, disagreeable odours).
- 10 Vibration (i.e., operating jackhammer, impact wrench).
- 10 Noise (Exposure at a level enough to cause hearing loss or fatigue).
- 10 An improperly illuminated or awkward and confining work space.
- 10 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:

Only upon emergency of breakdown of cargo handling equipment and presence is required to coordinate the repair activities.

The information given on this position is complete and correct.

Signature of Employee

Date

FISCAL NOTE

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

	FY 2024				FY 2025			
	General	Crane Surcharge	FMF	Marinas	General	Crane Surcharge	FMF	Marinas
Revenues								
Expenditures	\$20,632				\$118,062			
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 position for an **Environmental Compliance Administrator** under the Port's Classification and Compensation Plan.

The salaries and benefits for the position has also been identified. The following are different levels recommended for the listed position and their corresponding salary ranges.

Environmental Compliance Administrator

Pay Grade/Step & Sub-Step	Minimum Salary	Pay Grade/Step & Sub-Step	Maximum Salary
L-6D	\$ 81,276	L-7D	\$ 84,576

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 May 31, 2024 (1) one creation of position for the Environmental Compliance Administrator. The funding for this position 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 the Environmental Compliance Administrator starting July 13, 2024 the total pro-rated amount for FY 2024 is \$20,632. The hiring of one new position will increase the salary for FY 2025 to \$118,062.

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 one new position creation will come from the Vacancy Pool budget based on the YTD for FY 2024. The expenditures for FY 2024 and FY 2025 are indicated in section IA.



Name: Jose B. Guevara III, Chief Financial Officer
Division: Finance Division
Telephone: (671) 477-5931 ext. 211
Date Prepared: 5/30/2024

BOARD OF DIRECTORS

*Dorothy P. Harris, Chairperson
Conchita S.N. Taitano, Vice Chairperson
Fe R. Valencia-Ovalles, Board Secretary*



Resolution No. 2024-08

RELATIVE TO APPROVING THE CREATION OF ENVIRONMENTAL COMPLIANCE ADMINISTRATOR 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 PORT AUTHORITY OF GUAM:

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 May 31, 2024, the General Manager petitioned the Board of Directors to create the Environmental Compliance Administrator 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 May 31, 2024 authorized management to begin the transparency process of the Environmental Compliance Administrator; and

WHEREAS, to ensure transparency and disclosure is conducted on the creation of the Environmental Compliance Administrator position and to comply with Title 4, Guam Code Annotated, Chapter 6, Section 6303.1, the creation of position documents were posted on the Port's website, port employees were notified, and notification was also provided to electronic and written media outlets. The postings and notifications were provided on June 4, 2024 and deadline to submit comments was on June 18, 2024; and

WHEREAS, at the regular meeting of June 27, 2024, 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 Environmental Compliance Administrator position at a Pay Grade L in the classified service and authorizes management to transmit copies of such petition to the Director of Department of Administration and the Legislative Secretary of the 37th Guam Legislature as required under Title 4, Guam Code Annotated, Section 6303(d)(2); and be it further

RESOLVED, that the Chairperson 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 37th Guam Legislature.

PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF DIRECTORS THIS 27th DAY OF JUNE, 2024.

DOROTHY P. HARRIS
Chairperson, Board of Directors
Port Authority of Guam

FE R. VALENCIA-OVALLES
Secretary, Board of Directors
Port Authority of Guam



BOARD OF DIRECTORS

*Dorothy P. Harris, Chairperson
Conchita S.N. Taitano, Vice Chairperson
Fe R. Valencia-Ovalles, Board Secretary*



Resolution No. 2024-09

RELATIVE TO CONDUCTING A TRIENNIAL VALUATION OF REAL PROPERTY AND FACILITIES FOR INSURANCE PURPOSES AT THE PORT AUTHORITY OF GUAM.

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

WHEREAS, the Port Authority of Guam is committed to ensuring its real property and facilities are adequately insured and valued to reflect their current condition and replacement costs; and

WHEREAS, Guam Public Law 30-19 mandates regular assessments and adherence to appropriate standards for asset management purposes; and

WHEREAS, regular valuations of real property and facilities are essential to maintain appropriate insurance coverage and to identify necessary maintenance, upgrades, and replacements to support the Port's long-term strategic objectives;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors as follows:

1. **Scope and Schedule:**

The Board of Directors instructs the General Manager to implement a comprehensive valuation of all real property and facilities owned by the Port Authority of Guam for insurance purposes every three years, starting in 2025. The valuation shall include assessments of buildings, infrastructure, operational facilities, and compliance with safety regulations.

2. **Guidelines and Methodology for Valuation:**

The valuation shall use industry-standard criteria for assessing insurance value and replacement costs. Detailed reports shall include condition, insurance documentation, and prioritized repairs. The cost approach method will be used to determine the replacement cost new (RCN) for each property, considering current construction costs, materials, labor, and additional costs specific to the region.

3. **Reporting:**

Qualified valuers shall prepare detailed valuation reports for each property, including executive summaries, property descriptions, photographs, replacement cost methodology, and calculations, and risk assessment findings. Reports will be presented to the General Manager and Board of Directors for review and feedback. Final reports will be prepared based on stakeholder input and presented at the first meeting following the completion of the valuation. A summary of findings and recommendations shall be made available to relevant stakeholders to inform the Port's budget and strategic planning processes.

4. **Replacement Cost Methodology and guidance for pertinent Port personnel to be assigned by the General Manager:**

- **Initial Assessment and Planning:** Conduct a kickoff meeting with stakeholders to outline goals, timelines, and responsibilities. Review existing documentation, including previous valuations, property records, and insurance policies. Develop a project plan and timeline with milestones and deliverables.
- **Property Inspection and Data Collection:** Perform on-site inspections of all buildings, infrastructure, and operational facilities. Document the physical condition, structural integrity, maintenance needs, and any visible damages. Collect and verify data on size, age, and usage of each facility. Take photographs and create detailed sketches or floor plans, including aerial photographs.
- **Replacement Cost Calculation:** Use the cost approach method to determine RCN for each property. If applicable, include costs for demolition and site preparation. Provide a detailed breakdown of replacement cost components such as materials, labor, permits, and professional fees.
- **Risk Assessment and Compliance:** Evaluate properties for potential risks, including environmental hazards, safety compliance, and regulatory adherence. Identify and document deficiencies that could affect replacement costs or insurance coverage.



5. Responsibilities:

Board of Directors: Provide oversight, review, and approve final reports and recommendations.

Qualified Valuers: Conduct valuations, prepare detailed reports, and present findings. *This shall be determined through a competitive bid process outlined in Guam's Procurement Law, outlined in Title 5, Chapter 5 of the Guam Code Annotated. This law governs all procurement activities for the government of Guam, ensuring transparency, fairness, and accountability in the acquisition of goods and services.*

General Manager:

- Coordinate with valuers, implement recommendations, and ensure timely execution.
- Provide recommendations for insurance coverage adjustments based on replacement cost findings.
- Develop an implementation plan for addressing identified risks and deficiencies, including cost estimates and timelines.
- Schedule a follow-up meeting to discuss final reports and recommendations.
- Offer ongoing support for any questions or additional information required by the Port Authority or their insurance providers.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon its adoption; and

BE IT FURTHER RESOLVED, that the Chairperson certify to, and the Secretary attest to, the adoption hereof.

PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF DIRECTORS THIS 27th DAY OF JUNE, 2024.

DOROTHY P. HARRIS
Chairperson, Board of Directors
Port Authority of Guam

FE R. VALENCIA-OVALLES
Secretary, Board of Directors
Port Authority of Guam



Status as of June 25, 2024

Fact Sheet No. **128**

**Project Status
Post-Award Projects**

Project Title	Design-Build Agat Marina Bathrooms
Project Number	IFB-PAG-CIP-022-006
Project Amount	\$ 345,000.00
Work in Progress (WIP)	100% Complete
Funding Source	PAG Budget FY22
Contractor	PRO PACIFIC Builders Corporation (PBBC)
Designer of Record	Coeval Design Partners
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	July 18, 2022
Project Completion Date	May 15, 2024
<p>Current Status: 100% Complete.</p> <ul style="list-style-type: none"> ➤ Keys were turn over to Commercial Division – June 24, 2024. ➤ Marina bathroom is open to use for locals and tourists – June 25, 2024 	

Project Title	EQMR Building Maintenance
Project Number	IFB-PAG-CIP-021-010
Project Amount	\$ 2,500,000.00
Work in Progress (WIP)	68% Complete
Funding Source	PAG
Contractor	JJ Global Services
Designer of Record	NC Macario and Associates
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	January 3, 2023
Project Completion Date	Sept. 3, 2024 (6-month extension)
<p>Current Status:</p> <ul style="list-style-type: none"> ➤ Lead abatement pipe removal is ongoing. ➤ Spalls repair ongoing – last Amendment ➤ Amendment for painting for the whole building was approved. 	

Project Title	PAG Waterline Replacements
Project Number	IFB-PAG-CIP-021-005
Project Amount	\$ 4,856,569.00
Work in Progress (WIP)	55% Complete
Funding Source	PAG
Contractor	BME & Sons
Designer of Record	NC Macario and Associates
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	March 21, 2022
Project Completion Date	Dec. 31, 2024 (extended POP)
<p>Current Status:</p> <ul style="list-style-type: none"> ➤ Work is on-going inside the Yard. ➤ Restored and poured concrete to areas in front of CFS. Current work area is now located at Warehouse 1 seaside and F6. ➤ We have close coordination with operation not to disrupt PAG operation. The contractor new work schedule is from Wednesday – Sunday and off Monday & Tuesday. 	

Project Title	Design, Demolition, Removal & Proper Disposal of 5 Inoperable Cranes and Optional Removal/Disposal on one Barge YFN816
Project Number	IFB-PAG-CIP-021-002
Project Amount	\$ 2,573,155.00
Work in Progress (WIP)	85% Complete
Funding Source	PAG
Contractor	Guam Shipyard (Guam Industrial Services, Inc.)
Designer of Record	PAG In-House
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	September 13, 2021
Project Completion Date	Nov. 15, 2024 (extended POP)
<p>Current Status:</p> <ul style="list-style-type: none"> ➤ All cranes have been demolished to include the YFN-816 Barge. ➤ Disposal is ongoing. The plan for the removal of the Guahan vessel is under discussion. 	

Project Title	Rehabilitation of H-Wharf and Access Road
Project Number	IFB-PAG-CIP-022-002
Project Amount	\$ 46,331,895.00 (Original Amount: \$23,000,000.00)
Work in Progress (WIP)	30% Complete
Funding Source	TIGER Grant and PAG Revenue Bond
Contractor	Sumitomo Mitsui Construction Co. LTD (SMCC)
Designer of Record	WSP
Construction Manager	GHD Engineering
Notice to Proceed Issued	TBD (On-Hold)
Project Completion Date	TBD
<p>Current Status:</p> <ul style="list-style-type: none"> ➤ On-Hold 	

Project Title	Repainting of the CMU Wall Project
Project Number	IFB-PAG-CIP-024-001
Project Amount	\$218,000.00
Work in Progress (WIP)	95% Complete
Funding Source	PAG Funds (FEMA Reimbursable)
Contractor	Guam Evergreen
Designer of Record	PAG Engineering Division
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	March 14, 2024
Project Completion Date	September 15, 2024
Current Status:	
<ul style="list-style-type: none"> ➤ Minor spall repair and paint finishing touches. ➤ Schedule for Pre -final inspection will be on 1st week of July 2024 	

Pre-Award Project

Project Title	Warehouse 1 Building Maintenance
Project Number	IFB-PAG-CIP-022-009
Project Amount	\$ 4,215,000.00
Work in Progress (WIP)	0% Complete
Funding Source	PAG Bonded Project
Contractor	TBD
Designer of Record	NC Macario & Associates
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	TBD
Project Completion Date	TBD
Current Status:	
<ul style="list-style-type: none"> ➤ The construction documents with reduced scope of work have been provided to Procurement Division to prepare the IFB package and initiate the solicitation process. 	

Project Title	Welding Shop Maintenance and Repair Project
Project Number	TBD
Project Amount	\$ 850,000.00 (Estimate)
Work in Progress (WIP)	0% Complete
Funding Source	OIA Grant + PAG funds
Contractor	TBD
Designer of Record	TBD
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	TBD
Project Completion Date	TBD
Current Status:	
<ul style="list-style-type: none"> ➤ Awaiting FINAL HABS/HAER. SOW drafted and forwarded requisition/funding request to Finance and Procurement. 	

Project Title	F3 – F6 Bulkhead Repair
Project Number	TBD
Project Amount	\$ 1,345,531.25 (Estimate)
Work in Progress (WIP)	0% Complete
Funding Source	PAG Funds (FEMA Reimbursable)
Contractor	TBD
Designer of Record	TBD
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	TBD
Project Completion Date	TBD
Current Status:	
➤ Funding requested. Entered into requisition and IFB process on-going.	

Project Title	Warehouse 1 Roof Vents Replacement Project
Project Number	TBD
Project Amount	\$ 450,000 (Estimate)
Work in Progress (WIP)	0% Complete
Funding Source	PAG Funds (FEMA Reimbursable)
Contractor	TBD
Designer of Record	TBD
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	TBD
Project Completion Date	TBD
Current Status:	
➤ IFB has been published. Award is pending.	

Project Title	Yard Poles/Signage Replacement Project (34 EA.)
Project Number	TBD
Project Amount	\$ 370,000 (Estimate)
Work in Progress (WIP)	0% Complete
Funding Source	PAG Funds (FEMA Reimbursable)
Contractor	TBD
Designer of Record	TBD
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	TBD
Project Completion Date	TBD
Current Status:	
➤ IFB has been published. Award is pending.	

Project Title	Harbor Master Office + Admin Structural Repairs
Project Number	TBD
Project Amount	\$ 250,000 (Estimate)
Work in Progress (WIP)	0% Complete
Funding Source	PAG Funds
Contractor	TBD
Designer of Record	TBD
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	TBD
Project Completion Date	TBD
Current Status:	
<ul style="list-style-type: none"> ➤ SOW drafted and Cost Estimate developed, will request account number after comments are addressed. 	

Project Title	Port Buildings Restoration Projects (12 Locations)
Project Number	TBD
Project Amount	\$ 250,000 (Estimate)
Work in Progress (WIP)	0% Complete
Funding Source	PAG Funds (FEMA Reimbursable)
Contractor	TBD
Designer of Record	TBD
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	TBD
Project Completion Date	TBD
Current Status:	
<ul style="list-style-type: none"> ➤ IFB has been published. Award is pending. 	

Project Title	Golf Pier Replacement Project
Project Number	TBD
Project Amount	\$ 82.0 M
Work in Progress (WIP)	0% Complete
Funding Source	FEMA PA/HMGP
Contractor	TBD
Designer of Record	TBD
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	TBD
Project Completion Date	TBD
Current Status:	
<ul style="list-style-type: none"> ➤ TS Mawar damages resulted in the pier's inoperability. ➤ Discussion with FEMA and USACE on-going with respect to design and construction cost. 	

Project Title	New Administration Building
Project Number	TBD
Project Amount	\$15-20 M (Current Estimate)
Work in Progress (WIP)	TBD
Funding Source	TBD
Contractor	TBD
Designer of Record	TBD
Construction Manager	PAG Engineering Division
Notice to Proceed Issued	TBD
Project Completion Date	TBD
Current Status: Project is pending fund allocation.	

PORT AUTHORITY OF GUAM
CONTRACT SUMMARY UPDATE

No.	Consultant/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Term	Initial Term	Expiration After Options	Next Renewal Due Date	Annual Amount (Comments / Notes)
PROFESSIONAL SERVICES									
1	A1 - Guam WEBZ	Web Development, Hosting, Support and Maintenance Srvcs	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	03/31/24	Fees based on rates
2	AM Insurance	Insurance Coverages	GSA/PAG-015-22	Finance	5 years	10/01/2022 to 09/30/2023	09/30/27	09/30/24	Premium Based/Annual renewal
3	AM Insurance	Workers Compensation Coverages	IFB-PAG-011-23	Finance/Safety	3-years				In cost negotiations
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	Month to Month Lease Agreement			Golf Pier Damaed from Typhoon Mawar
7	Island CERTS Corp.	OSHA Training & Certification Services for Maritime Terminal Operations	RFP-024-001	Human Resources	5 years	05/24/24 to 05/23/29			
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	06/15/24	Final Year
9	Milo 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	International Health Providers IHP	Medical Examination Services	RFP-022-005	Human Resources	3 yr. w/ 2 options NTE 5 years	06/14/23 to 06/13/26 w/ Two 1yr options NTE 5yrs	06/13/28	06/13/26	Fees based on rates
11	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	
12	Ernst & Young	Annual Independent Audit Services	RFP 022-004	Fiscal	3 years w/2 1 yr option	FY22, FY23, FY24, (FY25 Option)	2025	2024	
13	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	10/23/24	\$1.5M
14	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	Did not renew

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)
15	N.C. Macario & Associates	A/E Design and Consulting Services EQMR, Warehouse No.1, Waterline Relocation	RFP 019-003	Engineering	3 years w/2 1 yr options	02/05/20 to 02/04/23	2/5/2025 final year	2/4/2024	\$1,406,427.48
16	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	3/14/2024	Did not renew
17	AM Orient	A&E Design of Fuel Pipeline System	RFP 022-003	Planning/CIP		6/28/23 to 6/27/25 w/ 1 option	6/27/2026	6/27/2025	\$471,588.55

CONSTRUCTION CONTRACTS

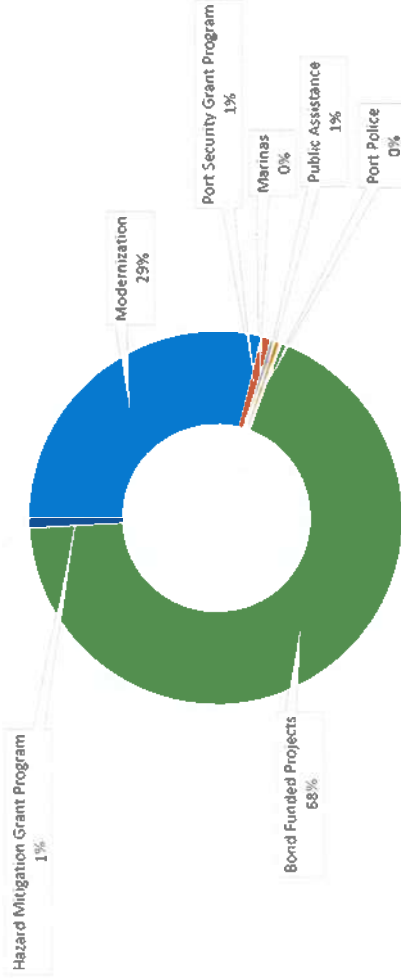
No.	Consultant/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Term	Contract signed	Expiration After Options	Next Renewal Due Date	Annual Amount (Comments / Notes)
1	Sumitomo Mitsui Construction Company	Re-bid - Construction Rehab of H-Wharf and Hwy 11 Roadway Reconstruction	IFB-022-002	CIP/Planning	790 Calendar days from NTP	8/9/2022			\$47M approx.
2	Guam Shipyard	Design Demolition of 5 inoperable Port Cranes and One Barge at F-6	MS IFB 021-002	CIP/EQMR	410 calendar days	9/10/2021			\$2,573,155.00
3	Cal Pac	Installation of CCTV Surveillance sys and ACS control replacement	IFB 003-21	Planning / CIP	210 days from NTP	10/14/2021			Project completed
4	BME and Sons	Waterline Replacement Project	IFB -021-005	CIP	365 calendar days from NTP	3/9/2022			\$4.8M
5	Cabras Marine Corp	Supply/ Install New 11 ea. Cylindrical Fendering System at F3 & F5 Rubber Leg Arch Fenders at F4 to F6	IFB 022-008	CIP	243 Calendar Day from NTP	12/22/2022			\$301,077.47
6	JJ Global	EQMR Building Repair & Maintenance Project	IFB 021-001	CIP	540 days from NTP	5/10/2022			\$2,798,009.83
7	Guam Evergreen Corporation	Re-Painting of CMU Wall	IFB 024-001	CIP	180 days from NTP	3/16/2024			\$218,000.00
8	ProPacific Builders	Design-Build of the Agat Marina Bathroom	IFB 022-006	CIP	667 days from NTP	5/15/2024			Project completed
9		Welder Shop Repairs	IFB-024-002	CIP/Planning	preparing to solicit				Legal Review
10		Yard Pole Signage	IFB-024-005	CIP	solicitation advertised				

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)
11		Roof Vent Repairs WH1	IFB-024-003	CIP	solicitation advertised				
12		Painting of Various PAG Buildings	IFB-024-006	CIP	solicitation advertised				
13		F3-F6 Bulkhead Repairs	IFB-024-007	CIP	preparing to solicit				Legal Review

FY 2024 Port Grant/Bond - Monthly Update
As of June 25, 2024

PAG Federal and Bond Funding Percentage



Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT I#s/RFI/PO Number	Status
Modernization	\$32,742,697.00	\$6,723,141.87	\$27,023,665.43		
GR882-19-04 - 2020 Master Plan Update	\$1,600,000.00	\$1,599,757.06	\$242.94		OLDCO reviewed and approved the Port's draft report. Subsequently, draft documents were received by the Port on June 14, 2024. 2023 Master Plan Update is currently going through the adjudication process as outlined in 5 G.C.A. §§1205, 1205.1 and 1206.
GR882-20-06 - O&M Supplemental Support Services	\$1,500,000.00	\$1,317,037.71	\$182,962.79	P.O. No. 17424-05 for \$1,500,000.00	Continued professional and technical assistance is being provided by the PAG's O&M WSP USA under this grant award.
GR882-21-08 - PAG Construction Technical Oversight Services	\$1,200,000.00	\$535,363.83	\$664,736.17		WSP continues to perform services under this grant award and is working towards completing all deliverables. A no-cost period of performance extension has been approved for an end date of Sept. 30, 2024.
GR882-22-02 - Growth Port Authority of Guam In-Water Infrastructure Study	\$1,450,000.00	\$0.00	\$1,450,000.00		Zero Emissions Study is ongoing led by Jacobs. A grant application for the proposed project "Zero Emissions Strategy Update and Implementation Plan" was completed and submitted to US EPA's Clean Ports Program. The Port is currently awaiting EPA notification on the status of the Port's application. Zero Waste Study collaboration has commenced between the Port Team and Jacobs.
GR882-23-04 - Port Owner's Agent Engineer Services	\$1,413,091.00	\$0.00	\$2,413,091.00	RFI-PAG-022-003 - A&E DESIGN CONSULTING SERVICES FOR THE INSTALLATION OF A FUEL PIPELINE SYSTEM FOR F1 PIER AND GOLF PIER CONNECTIVITY	A/E designer, AM Orient, submitted the 60% Design Submittal on March 8, 2024. PAG Engineering has completed their review of the document. 60% Design Submittal review meeting was completed on May 8, 2024. AM Orient is working toward 90% and Final Design submittals. AM Orient team performed additional site visits with Tristar personnel on May 17, 2024. Geotechnical borings were completed on May 21-22. AM Orient is working toward the 90% Design Submittal, pending completion of final geotech report.
07-79-07634 - F1 Pier to Golf Pier Fuel Connectivity Project	\$240,325.00	\$0.00	\$240,325.00		The procurement packet has been updated and is currently under second legal review.
020AP00136 - Phase 1: Port Authority of Guam - Welding Shop	\$151,850.00	\$0.00	\$151,850.00		Specifications for the equipment purchase are being finalized. Status Quo.
021AP10142 - Phase 2: Port Authority of Guam - Welding Shop	\$165,375.00	\$26,603.47	\$138,771.53		Generator maintenance is ongoing and being performed by Contractor Hawthorne Pacific.
022AP00124-00 - Port Authority of Guam's Generator Maintenance and Sustainment Program	\$376,609.00	\$0.00	\$376,609.00		Four purchased units arrived on Guam on April 15, 2024. The PAG Transportation Division is currently working to have the units cleared, inspected, and accepted into PAG's fleet. PAG Equipment Maintenance is working to decommission the units selected for replacement to close out the project.
9817710198734801 - Diesel Emissions Reduction Act (DEIRA) - Tractor Replacement					

FY 2024 Port Grant/Bond - Monthly Update
As of June 25, 2024

Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PRO-CUREMENT #8 (RFQ/PO Number)	Status
MARAD AMHP - Acquisition of Specialized Container Yard Equipment	\$5,703,560.00	\$2,242,500.00	\$3,461,060.00	PO Nos. 19083/04-05 for \$2,689,408.00 and 2,305,723.00, respectively.	The Grant Agreement for MARAD FY 2022 America's Marine Highway (AMH) Grant No. 691-723-0007 was effectuated on August 4, 2023. PAG Procurement has advertised bids for five (5) 5.5-ton tandem, one (1) 180-hp boom lift, and two (2) 40-pkg mobile reeler generators. The (PS) for the purchase of five 5.5-ton forklifts is being re-bid to remove the Build America, Buy America (BABA) requirements, which was recently waived by the U.S. Department of Transportation for Pacific Islands. The contract and purchase order for the nine (9) terminal yard tractors is routing for signature, following the PUC approval on May 30, 2024. The contracts and purchase orders for the reeler generators and telescopic boom lift were signed and issued June 5th and 6th, respectively.
MARAD BAISE - Wharves Service Life Extension Harboring of Wharves F1-F6	\$17,941,997.00	\$0.00	\$17,941,997.00	PAG's O&M Task Order 11, Subtask 11.9 - P.O. was issued to WSP to conduct the M&ES/MAES Study mandated by State Historic Preservation Officer (SHPO).	On March 6, 2024, PAG submitted a no-cost scope modification request to address damages to berths F2 through F6 caused by Typhoon Mawar, detailing the pre- and post typhoon conditions. This request is under review by the Maritime Administration (MARAD) for consideration and potential approval. Status Quo. Total Order 15, approval on June 20th, 2024, includes pre-NEPA field surveys before the execution of the grant agreement for Berths F2 through F6. Estimated timeline for Environmental Assessment & Biological Resource Survey: 2-months.
MARAD - Guam Fisheries Development: Construction of Agent Marina's Dock B CLOSED	\$527,633.00	\$527,633.00	\$0.00	P.O. No. 18123-05 was issued to AIC International, Inc. for \$1,494,750.00 CLOSED	Submission of closeout report was received by DOAG on June 5, 2024.
Port Security Grant Program	\$1,085,246.00	\$786,760.11	\$298,485.89		
EMW 2021 PU-00230-S01 - Acquisition of Vessel Tracking/Radar Intrusion System	\$287,779.00	\$287,775.00	\$0.00	PO No. 1873005- GAS Security System \$347,000.00	IFB-PAG-03-22 published on August 15, 2022. Bid opening held on 10/24/2022 with one (1) submission. A budget request to utilize portion of remaining 1/2 funding to cover any shortfall of 1/2 was reviewed and approved FEMA on 2/6/2023. Awarded to GAS Security Systems. Project was completed on November 6, 2023 and warranty is for one (1) year up to November 6, 2024.
EMW 2021 PU-00230-S01 - Acquisition of Transportation Worker Identification Credentialing (TWIC) System	\$96,478.00	\$94,299.00	\$2,179.00	PO No. 18212-05: Compacific \$63,012.00	Award issued to Compacific and equipment was delivered on September 29, 2022. Project completed. A budget request to use remaining balance to purchase additional units was reviewed and approved by FEMA on 2/6/2023. On July 7, 2023 a second purchase order #1901905 was cur for 6 additional TWIC handhelds and accessories as well as to cover the third year subscription service. The remaining TWIC handhelds and accessories were delivered on September 21, 2023. The remaining funds will be used to purchase a monitor to be used at Port Police's dispatch center to access the TWIC system.
EMW 2022-PU-00149 - Acquisition of Unmanned Aerial Vehicles (UAV)	\$74,290.00	\$0.00	\$74,290.00		Grant was awarded on September 1, 2022. Port Police SUAS Policy submitted to FEMA for review and approval. This policy must be approved by FEMA prior to commencing the procurement process.
EMW 2022 PU-00149 - Primary Communications Replacement of Motorola Radio Units	\$405,478.00	\$388,507.96	\$16,970.04		Grant was awarded on September 1, 2022. On July 12, 2023 Procurement issued purchase order #1902305 to Motorola and Port Police received the units on November 28, 2023. Port Police worked with Guam Police Dept. for radio programming and is working with Finance on tagging the assets. Distribution of radio units is in progress.
EMW 2022 PU-00149 - Integrated Digital Enhanced Network (IDEN) Technology Redundant Interoperable Communications System Service	\$84,450.00	\$34,180.15	\$50,269.85	PO No. 18237-05 IT&E \$35,013.36 PO No. 19528-05 IT&E \$47,668.00	Grant was awarded on September 1, 2022. IDEN Services are ongoing provided by IT&E (period of October 1, 2022 - September 30, 2023). Second purchase order issued for the period of October 1, 2023 - September 30, 2024.
EMW 2023 PU-00298 - Acquisition of Two (2) Port Police Boat Trailers	\$42,003.00	\$0.00	\$42,003.00		Notice of award - August 25, 2023. Accounts have been established for procurement process. Guam Home Center was awarded Purchase Order #174205 on March 19, 2024. Pending delivery to the PAG.
EMW 2023 PU-00298 - Acquisition of Port Police Durabooks and Accessories	\$43,378.00	\$0.00	\$43,378.00		Notice of award - August 25, 2023. Accounts have been established for procurement process. MD Wholesale was awarded Purchase Order #1977705 on April 1, 2024. Laptops delivered to PAG IT on June 10, 2024. Units to be tagged by Finance and IT to configure systems prior to distribution to Port Police.
EMW 2023 PU-00298 - Port Police Division Acquisition of Personal Protection Equipment (PPE)	\$39,398.00	\$0.00	\$39,398.00		Notice of award - August 25, 2023. Accounts have been established for procurement process. Current in the procurement process.

FY 2024 Port Grant/Bond - Monthly Update
As of June 25, 2024

Grant Program	Total Award Amount	Total Draw Down	Total Remaining Balance	PROCUREMENT #/B/RFP/PO Number	Status
Public Assistance 4398DB - Typhoon Hangehkur #66932	\$530,517.90 \$530,517.90	\$310,216.07 \$310,216.07	\$220,301.83 \$220,301.83		Fendering project was completed on September 30, 2022. Requested no-cost time extension for the Management & Admin. project (CAT 7) Project #99994 up to March 1, 2023. All work was completed between December 2018 through September 30, 2022. The final reimbursement payment from GHS/OCD was received by the PAG on October 13, 2023.
Hazard Mitigation Grant Program Fendering System Hardening Project	\$969,564.00 \$603,689.00	\$537,824.38 \$151,949.38	\$431,739.62 \$451,739.62		IFB-PAG-CIP-022-008 posted on August 26, 2022. Pre-bid conference held on Sept. 7, 2022 and Site visit conducted on Sept. 9, 2022. Bid opening held on Oct. 27, 2022, 2:00 pm. Contract awarded to Cabras Marine. Notice to Proceed was given to Cabras Marine on January 10, 2023. Grant Period of Performance end date is November 4, 2023. A no-cost time extension request was submitted to GHS/OCD to extend the POP from November 4, 2023 to November 4, 2025 (a two year extension). Original project scope was 15 arch fenders and 11 cylindrical fenders. After Typhoon Mawar, a request was submitted to describe the damaged fenders from the HMGP project and add rubber arch fenders not included in original SOW. Request is currently under FEMA EHP review.
Warehouse 1 Hardening Project	\$385,875.00	\$385,875.00	\$0.00		IFB-PAG-CIP-022-009 posted on Sept. 13, 2022. Pre-bid conference held on Sept. 20, 2022 and Site visit scheduled for Sept. 23, 2022. Bid opening was completed on October 20, 2022. There were two (2) bid submissions received by the deadline. Both bids were opened and the documents were reviewed by the Port Staff Attorney as well as the Procurement and Engineering divisions. Meeting held on December 7, 2022 with lowest bidder to discuss submission and specifications. Awarded to IAM Corporation. Notice to Proceed was given to IAM Corp on April 16, 2023. Grant Period of Performance end date is March 18, 2024. Project date of completion is March 1, 2024 with a one (1) year warranty period through March 2, 2025.
Port Police PT24-03 03PPD - Operation A'Gai He'Ho	\$50,000.00 \$50,000.00	\$7,696.84 \$7,696.84	\$42,303.16 \$42,303.16		A request for reimbursement was submitted on June 18, 2024 for the 2024 Lifesavers Conference and the payment is currently pending. Enforcement activities began on June 23, 2024.
Bond Funded Projects New Administration Building Waterline Replacement and Rehabilitation	\$7,896,440.00 \$10,465,000.00 \$5,000,000.00	\$9,664,986.33 \$0.00 \$7,587,583.20	\$48,201,453.67 \$10,465,000.00 \$3,412,416.80		Project is currently on hold pending Management decision. Pipe installation at Warehouse 1 is near completion and progress has begun at #6. The project's estimated completion date is December 2024.
EQMR Building Repairs and Upgrades	\$3,638,800.00	\$2,095,208.33	\$1,533,591.67	PO No. 1800705 for \$3,980,000.00 awarded to JI Global Service	Work has begun on lead based paint abatement and repair work is ongoing.
Warehouse 1 Repairs and Upgrades	\$1,000,000.00	\$447,013.13	\$1,552,986.87	RFP No. 2019-03 - A&E Design awarded to MC Macario	A procurement planning meeting is tentatively scheduled for June 28, 2024. The procurement budget is being developed.
Golf Pier Repairs and Improvements	\$1,000,000.00	\$372,147.93	\$1,627,852.07	RFP No. 2019-02 - A&E design for \$484,000 awarded to MC Macario	Golf Pier was considered inoperable after Typhoon Mawar. The PAG along with its O&M have developed cost estimates that are currently under review by FEMA. This review is ongoing.
Rehabilitation of "H" Wharf	\$46,331,895.00	\$1,495,735.10	\$44,836,159.90	PO No. 170043-01 for \$2,249,945.54 awarded to GHD Inc. New Contract Amount: \$2,656,622.27 I PO No. 18140-05 was issued to Sumitomo Mitsui Construction Company, Ltd. for \$46,331,895.00	Resolution No. 2024-01 authorized the PAG GM to temporarily pause "H" Wharf construction, procure additional entry cranes, and establish comprehensive strategic measures for port operational enhancement and financial reallocation. Status quo.
Other Priority Projects	\$4,980,745.00	\$212,668.79	\$4,768,076.21		1. Please refer to MARAD RAISE - Wharves Service Life Extension Hardening of Wharves F1-F6 for more information. 2. The TOS Upgrade scope of services is under Procurement and Legal review.
Other Priority Projects - EnterpriseOne Financial Management System	\$1,500,000.00	\$2,464,679.65	\$35,370.35		Multifactor authentication and Venue upgrades have been completed. Module updates are ongoing for vessels and SSIs. The PAG is also exploring additional applications such as content management for document retention. An RFP for joint comprehensive support services with GPA, GAAA, and the local agency GMAA is ongoing.
Grand Total	\$113,782,209.90	\$17,576,258.10	\$96,207,951.80		

Port Authority of Guam
Operations Division Report
May 2024

I. **OVERVIEW**

Vessel Calls	23
Cans Handled	7,753
Special Service(s)	146

a. **Productivity**

Vessel Op	Avg NMPH	TOP GANG	M/Hr
Matson			
Domestics	26.2	2	30.1
Feeder (Papa Mau)			
MSA			
Barges	21.1	1	23.7
Kyowa	21.0	1	23.5
MSA			
Mariana	22.4	6	22.9
Triton	19.6	2	19.2
MELL			
Kotas	24.5	1	28.1
APL			
Oceania/Islander	24.3	1 & 2	25.9

b. **Equipment Status**

As of : 5/31/2024	ON HAND	UP	RM	Repair
GANTRYs	3	3		
TOP LIFTERS	11	6	5	
SIDELOADERS	3	3		
20T FORKLIFT	2	2		
10T FORKLIFT	4	2	2	
5T FORKLIFT	2	1	1	
TRACTORS	23	17	6	

II. **YEAR TO DATE**

a.

Vessels_YTD	164
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b. Can_Cnt YTD

May	FY23		FY24		Variance	
	I	E	I	E	I	E
Local	22316	21594	23385	22562	5%	4%
TS	3784	3658	3919	3963	4%	8%
TSMT	1975	1678	1654	1603	-16%	-4%
TTL	28075	26930	28958	28128	3%	4%

FY-24 WORK INJURY REPORT
(01/01/24 to 12/31/24)

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

Work Injury Summary for this reporting period: 6/20/2024

Total Injuries for FY-24 to date: 7–Injuries

2-- Lost-time

5– Recordable

0– Refused Medical Attention

Last disabling work injury was on: 06/11/24

Number of days since last work injury: 9-days

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

***Lost-time** = If an employee was injured on the job and medical doctor sent him/her home, his/her injury is considered a lost-time.

****Recordable** = If an employee was injured on the job and medical doctor treated him/her and released him/her back to work on the same day (Recordable because of medical charges).

*****Refused Medical Attention:** Filed WC Forms 201 & 202 for record purposes only.