



**PORT OF GUAM**  
ATURIDAT / PUETTON GUAHAN  
Jose D. Leon Guerrero Commercial Port  
1026 Cabras Highway, Suite 201, Piti, Guam 96925  
Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445  
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Lourdes A. Leon Guerrero  
Governor of Guam  
Joshua F. Tenorio  
Lieutenant Governor

REGULAR MEETING OF THE BOARD OF DIRECTORS  
Jose D. Leon Guerrero Commercial Port  
Thursday, March 24, 2022  
Virtual Board Meeting  
3:00 p.m.

A G E N D A

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
  1. February 24, 2022 – Regular Board Meeting
- III. PUBLIC COMMENTS:
  - a. Public Comments
  - b. Employee Comments
  - c. PAGGMA Association
- IV. GENERAL MANAGER'S REPORT (deferred to Old/New Business Items)
- V. OLD BUSINESS
  1. Request for Creation of Position of Port Terminal Supervisor  
: Resolution No. 2022-07 Creation of Port Terminal Supervisor
  2. Request for Creation of Position of Port Terminal Worker  
: Resolution No. 2022-08 Creation of Port Terminal Worker
- VI. NEW BUSINESS
  1. Resolution No. 2022-09 Relative to approving the agreement to satisfy judgment between the Port Authority of Guam and Eddie N. Castro, and authorizing General Manager Rory J. Respicio to execute the agreement and use Port funds as necessary, including the existing Port FY2022 budget, to satisfy the judgment, and to herein provide the finalized agreement to the Honorable Benjamin J.F. Cruz, Guam Public Auditor in the interest of transparency and accountability
  2. Resolution No. 2022-10 Relative to authorizing Management to present to the Governor of Guam and 36th Guam Legislature Oversight Committee Chairperson a request to introduce proposed legislation to amend Public Law 35-44 relative to projects funded by revenue bonds
  3. Request for Creation of Position of Capital Improvement Projects Manager
  4. Request for Creation of Position of Port Chief Engineer
- VII. ADJOURNMENT



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

**I. CALL TO ORDER**

There being a quorum, the regular meeting of the Board of Directors was called to order at 3:02 p.m., Thursday, February 24, 2022. Present at the meeting were:

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

Present was Port Staff.

**II. APPROVAL OF MINUTES**

a. **January 20, 2022 – Regular Board Meeting:** Correction was made to the minutes confirming the attendance of Director Guthertz as being present at said meeting. Without any further corrections, Director Guthertz made motion to approve the minutes of January 20, 2022, subject to correction. The motion was seconded by Director Koki and was unanimously passed.

**III. PUBLIC COMMENTS**

- a. **Public Comments:** None.  
b. **Employee Comments:** None.  
c. **PAGGMA Association:** The Chairman advised the General Manager to plan an event celebrating Chamorro Week-Mes Chamoru. Funds are to be transferred to PAGGMA association to facilitate and provide assistance on this event. The members had no objections. The General Manager replied that there should be funds remaining in the Incentive Fund budget to support this event.

#### IV. GENERAL MANAGER'S REPORT

1. **Port's COVID-19 vaccination Dashboard**
  - Fully vaccinated: 373 or 100% of Port employees
  - Booster vaccination: 140 or 38% of 373 Port employees
  
2. **Port Owners/Agent Engineer - WSP.** The Port's OAE Consultant is on-island this week to continue gathering information on our efforts to update the Port's 2013 Master Plan. WSP has been meeting with PAG Management and Staff, as well as shipping agents/carriers, Guam Customs, Piti Mayor, Community Defense Liaison Office, Guam Visitors Bureau, Tristar, Guam Power Authority, South Pacific Petroleum Corporation, Cementon Micronesia, Hansen Cement, Office of Local Defense Community Cooperation, Joint Region Marianas, and NAVFAC Marianas. Various topics addressed with each stakeholder, respectively, include the following:
  - New Owners/Agent Engineer Contract
  - Environmental, Health & Safety
  - Information Technology Master Plan
  - Tariff Simplification
  - Customs Container Facility Plans/Funding Status
  - Land Use Plans
  - Facility & Equipment Maintenance
  - Capital Improvement Programs
  - Tourism Update and Future Outlook
  - Marinas and Harbor of Refuge
  - Fuel Pier Status
  - Solar Power, LNG
  - STS Gantry Crane Procurement
  - Cement Cargo Forecast
  - Financial Analysis
  - Navigation, Dredging
  
3. **Erden Eruç's Voyage Makes a Stop on Guam.** Erden Eruç was welcomed on Guam on February 12, 2022, at the Marianas Yacht Club during his journey to becoming the first person in history to row from North America to Asia across the Pacific Ocean. The very small sendoff event was held February 21, 2022 at the Marianas Yacht Club with Governor Lou Leon Guerrero and First Gentleman Jeff Cook, Vice Speaker Tina Muna Barnes, Senators Amanda Shelton and Joe San Agustin as well as myself, Deputy GMs Dominic Muna, and Luis Baza. Prior to his arrival on the island, Eruç was launched by rowboat from California on June 22, 2022, of last year, to reach Hong Kong nonstop, ETA March 2022. However, he chose to stop at Waikiki in Hawaii, thus making landfall on September 10, 2022, to address minor repairs and to time his crossing with the typhoon season. His journey from Hawaii to Guam took 128 days. Throughout his ocean crossing, he intends to raise

awareness about plastic problems in our oceans in collaboration with Ocean Recovery Alliance and collect ambient sound data for NOAA in identifying beaked whales and other species.

4. **Port Police Investigate Diving Incident.** On February 14, 2022, the Port Authority of Guam Port Police Division investigated an incident on February 11 at Outhouse Beach. According to Port Police, a 39-year-old man entered the water at 4:30 pm with three other friends to go diving. The man was in about 10 feet of water when he signaled to his friends that he was having issues with his equipment and would be returning to shore. His friends continued to dive, and when they returned to shore about 55 minutes later, they discovered him floating and called 911. The man was pronounced dead on arrival at Naval Hospital. Port Police have forwarded a copy of their report to the Guam Police Department, and autopsy results are pending. The case has been classified as an “injured person” report. Indeed, we extend our deepest condolences to this Individual’s family.
5. **General Manager’s Notes for YTD Finances, as of January 31, 2022.** We are providing the following summary:

**REVENUES AND CARGO THROUGHPUT:**

- The Port’s Total YTD Operating revenue for **January 31, 2022** is \$19.3 million, 3.7% or \$688K higher than the YTD **January** FY22 budget projection of \$18.4M.
- The total number of containers handled as of **January 2021** is 28,936, which is 3.1% or 858 containers higher than last year’s **January 2020** total of 28,078.

**OPERATING EXPENSES:**

- Overall YTD Operating expense, as of **January 31, 2022** is \$16.3M, which is 5.7% lower than the YTD budget as of **January** of \$17.3M, or \$983K in YTD cost avoidances.

**OVERTIME EXPENSE AND DIRECT LABOR REVENUE:**

- Overtime YTD for Divisions involved in Operations is \$601,204, which is 37.5% or \$164K higher than YTD overtime budget of \$437,224. The OT for the month of January is \$136.8K, which is 1% or \$963 lower than the overtime for the month of December.

Direct Labor reimbursement is \$1.4 million, which is 25% or \$275K higher than the FY22 budget of \$1.1M.

Here is the breakdown:

Direct Labor Revenue:	\$1,377,026
Operations Overtime:	<u>\$ 601,204</u>
Variance:	\$ 775,822

### YTD OPERATING REVENUES MINUS YTD EXPENSES

- Operating revenues minus operating expenses resulted in an operating income of \$3.0 million. The final result for the month of January is a net income of \$228K, after deducting net of Other Income/Expense totaling to a -\$3.0M.

*Note: -\$3.0M is a net balance of Other Income and Expense which is composed of Interest Income, Interest Expense, Federal Reimbursements, Federal Expenses, Retirees COLA, Supplemental, Medical and Dental, and Other Non-Operating Income & Expenses.*

Other Financial Highlights, as of January 31, 2022:

- The debt service ratio as of January 31, 2022 is 2.03. This is 62% higher than the Bond Indenture Debt service ratio requirement of 1.25.
- Days Cash on Hand is 899 days, which is 80% or 399 days higher than the 500 days requirement of Moody's Rating agency.

### DEBT SERVICE RATIO - JANUARY 2022

Projected Annual Debt Service Coverage	2.03
Debt Service Coverage Requirement	1.25
Variance	.78
% Above the Indenture Requirement	62%

### 6. Grant Awards and Ongoing Grant Submissions:

- **Fuel Pipeline Connectivity Project.**

- SHPO's guidance on the project indicates the need for a HABS/HAER Level I document before construction. Strategic Planning Division is coordinating this process with SHPO.
- PAG transmitted A/E Design scope of work and other documents to the new Project Officer for informal review and comments.
- EDA Project Officer conducted a site visit on February 18, 2022. PAG is currently awaiting receipt of comments/approval from the Project Officer regarding A/E Design scope of services.

Project Cost Estimate: \$3,016,363.00

Grant Award: \$2,413,091.00 (80% Cost Share)

PAG Share: \$603,272.00 (20% Cost Share)

- **Department of Agriculture Grant (DoAG).**

○ **Harbor of Refuge (HOR).**

- IFB No. PAG-CIP-022-001 issued 12/01/2021
- Pre-bid conference was scheduled on 12/10/2021, at 10:00 am, a site visit to the project immediately followed.
- Questions & Concerns (Q&C) deadline was on 12/17/2021, at 4:00 P.M.
- Bid submittal AMENDED from Tuesday, 01/04/2022, Thursday, 02/03/2022, 02/18/2022, TO NOW READ *Friday, 02/25/2022.*

Grant Award: \$776,684.50

FWS Share: \$621,347.60 (75% Cost Share)

PAG Share: \$155,336.90 (25% Cost Share)

○ **Agat Marina Public Boat Ramp Repairs.**

- Bid opening was held on Monday, 02/14/2022 at the PAG Board Room. PAG received two (2) packages. Procurement will review before selection and award of the successful bidder.

○ **Agat Marina Dock B and Public Boat Ramp Repairs.**

- The procurement Planning Meeting was held on 02/15/2022. The Procurement Division will finalize their review of the bid package and subject for review by SAGG
- Issuance of IFB, Tentative timeline - Q2 FY2022.

Grant Award: \$512,759.00 (Dock B Repairs)

\$40,000.00 (Agat Marina's Boat Ramp Bumpers Repair)

• **Gantry Crane Acquisition.**

- **USDA Direct Loan.** RFP for Banking Services coordination meeting with Finance Division has been postponed and anticipated to be rescheduled during the 2<sup>nd</sup> quarter FY22.
  - The Planning and Finance Divisions will continue to work on finalizing the formal loan application package for submission to the USDA
- **EDA Grant.** The Port's STS Gantry Crane revised grant application to EDA is anticipated to be submitted on the 2<sup>nd</sup> quarter FY22.
  - The Planning Division anticipates the submission of its application on or before March 31, 2022

- **MARAD Marine Highway Program.** The Operations and Maintenance Division provided Planning with their equipment priority listing for the upcoming funding request in preparation for the FY2022 Marine Highway Program's NOFO. Work continues on the equipment acquisition market research and specifications. *Status Quo*

- **Office of Local Defense Community Cooperation (Formerly Office of Economic Adjustment – OEA)**
  - Task Order #10 & #10S. The 2020 Master Plan update continues to progress.
  - Task Order #11 services have commenced with WSP's review and compilation of responses to RFIs on the H-Wharf Rehabilitation Project.
  - WSP is on Guam from February 21-25, 2022, conducting site visits and meetings with the various PAG divisions and stakeholders for the Master Plan.
- **EPA Diesel Emissions Reduction Act (DERA) Program.**
  - PAG team continues to work with GEPA to move the project forward
  - Equipment requisition was entered on February 8, 2022, and the project is currently in the procurement process.
- **US DOT Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program**
  - The Port received over \$17 Million for its Wharves Service Life Extension – Hardening of F1 Pier and wharves F2 to F6 project

7. **Port Revenue Bonds Project Status.** As of February 21, 2022, the attachment provides information on the status of the revenue bond projects that consist of rehabilitation of hotel wharf, golf pier repairs and improvements, waterline replacement/relocation, EQMR building, and warehouse 1 repair/upgrades, new admin annex building, and other priority projects.

#### V. OLD BUSINESS

There were no old business discussed.

#### VI. NEW BUSINESS

1. **IFB-PAG-CIP-021-005 Waterline Replacement Project.** The General Manager presented executive summary IFB-PAG-CIP-021-005 wherein twenty-four (24) firms obtained IFB packets, while only five (5) companies participated in the bid opening. After opening of all sealed bids and determining that all bidders were determined to have met the standards of responsibility and responsiveness as outlined in the Guam Procurement Rules and Regulations, BME & Sons, Inc. was the lowest bidder with a bid amount of \$4,856,568.01. This procurement bid process has been reviewed by Port counsel and is now being brought before the Board for contract award approval.

Director Guthertz made motion to approve the award to BME & Sons, Inc. for IFB-PAG-CIP-021-005 for the Waterline Replacement Project and has been deemed to have met all the requirements and specifications set forth in the IFB and is consistent with the Guam Procurement Regulations. Motion was seconded by Director Koki and was unanimously approved.

2. **Resolution No. 2022-04 Waterline Replacement Project.** Director Guthertz made motion to approve Resolution No. 2022-04 relative to petitioning the Public Utilities Commission (PUC) for the approval of the award to BME & Sons, Inc. for the Waterline Replacement Project. Motion was seconded by Director Koki and was unanimously approved.

3. **IFB-PAG-CIP-021-007 Replacement of existing 125 each reefer outlets.** The General Manager presented executive summary IFB-PAG-CIP-021-007 wherein fourteen (14) firms obtained IFB packets, while only one (1) company participated in the bid opening. After opening of the sealed bid and determining that the only bidder – ProPacific Builder’s Corp, was responsible and responsive with the Guam Procurement Rules and Regulations, submitted a sealed bid price of \$643,065.00. After discussion with Ports legal counsel, and in accordance with 2GAR, Div.4, Chapter 3, Section 3102, the Port rejected the bid offer and elected to use the Sole Source method of procurement allowing both parties to negotiate pricing. As a result of the cost negotiations, both parties agreed to a fair and reasonable price of \$600K. This matter is now being brought before the Board for contract award approval.

Director Harris made motion to approve the award to ProPacific Builder’s Corp. for IFB-PAG-CIP-021-007 for the Replacement of Existing 125 Each Reefer Outlets and has been deemed to have met all the requirements and specifications set forth in the IFB and is consistent with the Guam Procurement Regulations. Motion was seconded by Director Guthertz and was unanimously approved.

4. **IFB-PAG-CIP-021-010 EQMR Building Repair & Upgrades.** The General Manager presented executive summary IFB-PAG-CIP-021 wherein ten (10) firms obtained IFB packets, while only two (2) companies participated in the bid opening. After opening of all sealed bids and determining that all bidders were determined to have met the standards of responsibility and responsiveness as outlined in the Guam Procurement Rules and Regulations, JJ Global Services was the lowest bidder with a bid amount of \$3,980,000.00. This procurement bid process has been reviewed by Port counsel and is now being brought before the Board for contract award approval.

Director Harris made motion to approve the award to JJ Global Services for IFB-PAG-CIP-021-010 for the EQMR Building Repair & Upgrades and has been deemed to have met all the requirements and specifications set forth in the IFB and is consistent with the Guam Procurement Regulations. Motion was seconded by Director Guthertz and was unanimously approved.

5. **Resolution No. 2022-05 EQMR Building Repair and Upgrades.** Director Guthertz made motion to approve Resolution No. 2022-05 relative to petitioning the Public Utilities Commission for the approval of the award to JJ Global Services for the EQMR Building Repair and Upgrades. Motion was seconded by Director Harris and was unanimously approved.



6. **Resolution No. 2022-06 Fishing Permissible.** Director Guthertz made motion to approved Resolution No. 2022-06 relative to providing notice to the public that fishing is permissible throughout certain areas under the jurisdiction of the Jose D. Leon Guerrero Commercial Port on Cabras Island and Route 18. Motion was seconded by Director Koki and was unanimously approved.

7. **Request for Creation of Position of Port Terminal Supervisor.** The General Manager mentioned that being presented before the Board is a request to create a Port Terminal Supervisor in the classified service. The justification to create the Port Terminal Supervisor position is two-fold:

- **Succession Plan:** In 2021, we saw departures of a Maintenance Manager and Equipment Maintenance Superintendent as a result of retirement with the Government of Guam. The retirements of these two top managers without a succession plan left a void in the leadership for the Maintenance Department and Equipment Maintenance Division. To ensure we continue to keep the Port 100% operational, the Operations Manager and one of the Managers for Equipment Support Services accepted to assume the duties and responsibilities of the Maintenance Manager and Equipment Maintenance Superintendent positions on a collateral basis without compensation. To prepare for situations of this nature, we reviewed the current staffing and identified critical managerial positions which incumbents occupying such positions could retire within the next year or two. We also reviewed past organizational structures and observed that under the Terminal Division, there was a Terminal Supervisor who assisted the Superintendent on the day-to-day activities, however, the position was not included in the 1985 Port Compensation & Classification Plan. Reviewing the organizational structure of the Stevedoring and Transportation, there is a supervisor who assists the Superintendents in the day-to-day activities, with the exception of the Terminal Division.
- **Military Build-up & Rehabilitation Projects:** In the 2013 Master Plan Update, it was stated the containers are projected to increase to 265,000 TEUs during the peak military build-up starting in 2022 and decreasing after the peak to 204,000 TEUs in 2024. It was stated the Port will continue to see over 200,000 TEUs up to 2033. The TEUs received at the Port for Fiscal Year 2020 was 151,508 and in Fiscal Year 2021 was 155,582. In the upcoming year, the Port will be embarking on major renovation and enhancement of its wharves, buildings, and infrastructure and container yard to prepare for the demands of increased cargo movement as a result of the military build-up. To prepare for the increase, the Port would need to manage the movement of cargoes in a safe, efficient, economical and timely manner. Once renovation work begins, every space available within the terminal facilities to stage containers with chassis, stack grounded containers and store breakbulk cargoes, as well as, traffic flow within the yard must be smooth to ensure there is no bottleneck in the services provided to our customers.

Director Guthertz made motion to authorize management to begin the transparency process and disclosure reports to establish the creation of position of a Port Terminal Supervisor under the Port's Classification and Compensation Plan, seconded by Director Koki. Motion was unanimously approved.

8. **Request for Creation of Position of Port Terminal Worker.** The General Manager mentioned that being presented before the Board is a request to create a Port Terminal Worker in the classified service. He said this is to prepare for the anticipated increase in cargo as a result of the military build-up which is expected to begin this year and peaking in 2023 to 2026, as well as, meeting the ongoing demands from the island's organic growth, we have conducted manpower assessments to determine the Port's human resources requirements. The Port has hired individuals as Stevedores (Casuals) and assigned them to other Operations divisions to assist in their workload for vessel or special service request operations if they possess the necessary special requirements for the positions. We have also looked at different classifications within the Operations divisions to allow the Port to be flexible in assigning employees who meet the qualification requirements for positions, such as, equipment operators, stevedores, and cargo checkers, which there are none. To establish a Port Terminal Worker position within the Port's Classification and Compensation Plan will assist the Operations Department in ensuring that vessel operations, stowage of cargoes within the terminal yard, issuance of cargoes to customers and other cargo handling services are not disrupted. By employing individuals to occupy this position will allow management the flexibility to assign them to areas where there is no bottleneck in servicing our customers and the public, especially, during the military-build up peak.

Director Guthertz made motion to authorize management to begin the transparency process and disclosure reports to establish the creation of position of a Port Terminal Worker under the Port's Classification and Compensation Plan, seconded by Director Harris. Motion was unanimously approved.

## VII. ADJOURNMENT

There being no further business to discuss, it was moved by Director Guthertz and seconded by the Vice Chairman to adjourn the meeting at 3:47 p.m. The motion was unanimously passed.



Digitally signed by Isa Koki  
Date: 2022.03.24 16:54:00 +10'00'

ISA MARIE C. KOKI, Board Secretary  
Board of Directors

APPROVED BY:



FRANCISCO G. SANTOS, Chairman  
Board of Directors





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## General Manager's Report for Board of Directors March 24, 2022

- Port's COVID-19 vaccination Dashboard**
  - Fully vaccinated: 374 or 100% of Port employees
  - Booster vaccination: 144 or 39% of 374 Port employees
- US Coast Guard Annual Inspection.** On March 4, 2022, an Annual Inspection was conducted by US Coast Guard on the Port's Security and Facility compliance with the 33 Code of Federal Regulations. During the inspection of the port compound, inspectors found that one fire extinguisher equipment was not properly maintained. Our safety personnel immediately replaced the defective fire extinguisher with a new one. Coast Guard cited no other discrepancies.
- Demolition & Cutting Ceremony.** A demolition and cutting ceremony was held on March 23, 2022, in front of the F4 pier. This project has been 20 years in the making, and now we will be removing the Port's inoperable assets, specifically the two STS Gantry Cranes, the two RTGs, the Mobile Harbor Crane (Big Blue), and both sunken barges at F-6. We are thankful to Governor Lou Leon Guerrero, Lt. Governor Josh Tenorio, Port Board of Directors, Guam Shipyard, Smithbridge, Port Users Group, Father Richard Kidd, and Port Employees to include all others for making this event possible and having bared witness to this monumental milestone.

### History of Our Port Assets

- Project:** Demolition Removal & Proper Disposal of 5 Inoperable Port Cranes
- Project Description:** This \$2.5 Million project intends to safely demolish several inoperable PAG Assets, including two gantry cranes, two rubber-tired gantries (RTG) cranes, one mobile Harbor (MH) crane, and two barges. Guam Shipyard, with the assistance of Smithbridge, is the contractor of this project. They will be disassembling and cutting the cranes into manageable pieces and transporting them offsite to an approved salvage or disposal facility. Not a single piece of metal taken from these cranes or any debris from the barges will stay on Guam as all of it will be shipped off island for recycling.

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

- Ship-To-Shore (STS) Gantry Cranes.** STS Gantry Crane #2 was manufactured by PACECO in 1978 and commissioned at the Port Authority of Guam in 1979. STS Gantry Crane #3 was manufactured by Hitachi in 1987 and acquired by the Port Authority of Guam in 1993 from Subic Bay, Philippines. Both cranes had a lifting capacity of 40-long tons and were taken off-line due to periodic breakdowns. The unavailability of spare parts on the island resulted in constant off island special orders delaying required repair work. The average downtime for the cranes was 3 to 4 hours per week and, in general, was caused by the failure of non-major components such as limit switches, motors, etc. In addition, corrosion was a major problem for the electrical and structural integrity of the cranes. STS Gantry Crane #2 was decommissioned in February 2013, and STS Gantry Crane #3 was decommissioned in September 2016.
- Barge.** The Barge was manufactured by Moore Equipment in 1944 and was engaged in military service with the United States government up to 1995. Ownership was transferred as part of the military handover of the Naval Ship Repair Facility. The PAG acquired the Barge through donation from the General Services Administration to be utilized as a breasting barge and served as additional berthing space in 1995. The barge went through repairs in 1997 and 1998. The decommissioned date is uncertain. In August 2018, the PAG attempted to remove the barge at F6 pier and was placed out on a procurement bid. Only one bid submission was received but the bidder did not have a bid security and a business license, therefore, the bid was rejected.

- **Mobile Harbor Crane.** The Mobile Harbor Crane was manufactured by Leibherr in 2001 and commissioned at the Port Authority of Guam in February 2007. The 104-ton Mobile Harbor Crane was purchased from Jurong Port in Singapore. The crane was used as an interim replacement for STS Gantry Crane #1, decommissioned in March 2007. The Mobile Harbor Crane was decommissioned in May 2014.
  - **Rubber Tired Gantry Cranes (RTG).** The RTG Cranes Echo and Foxtrot were manufactured by Mitsui-Paceco in November 1991 and commissioned at the Port Authority of Guam in November 1991. The RTGs had limited stacking width and stacking height consistent with first-generation RTGs. The RTG's electrical and mechanical components were also obsolete and incompatible with modern grounded yard operation, which resulted in the grounding of the cranes. The RTGs were decommissioned in September 2011.
  - **Need for equipment to be demolished/removed.** Removing these inoperable, deteriorated assets and partially sunken barge will eliminate unsafe working conditions for our employees and Port Users. Demolition of gantry #2 and #3 would give the Port financial opportunities to generate revenue by creating additional berthing space for ships along the wharves. Demolition will allow the Port to expand the use of its container yard and cargo storage capabilities. Removal will allow for a smoother process as we begin major infrastructure upgrades such as the waterline relocation and repairs to the wharves.
4. **Issuance of Notice to Proceed - Capital Improvement Projects.** NTPs were issued for the following CIP Projects.

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

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

The Port's Readiness is critical to the Military's Readiness and the Indo-Pacific Strategy. And now, more than ever, with the global situations in Ukraine and China, the Department of Defense has been very supportive in allocating more resources to our Hospital, the Port, the Airport, and our roads. Even DOD recognizes how successful both the Governor and Lt. Governor have been in bringing these federal resources to Guam to assist with our needs while continuing to serve as America's tip of the spear in our region.

Additionally, this trip created an opportunity for us to network upcoming courtesy visits with the US Department of Defense, US Department of Transportation, US Department of Homeland Security/FEMA, US Economic Development Authority, and Armed Services Readiness Committee. We anticipate holding these meetings the first week of April 2022 after the AAPA Legislative Summit in Washington DC.

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

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

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

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

**REVENUES AND CARGO THROUGHPUT:**

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

**OPERATING EXPENSES:**

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

**OVERTIME EXPENSE AND DIRECT LABOR REVENUE:**

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

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

Here is the breakdown:

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

**YTD OPERATING REVENUES MINUS YTD EXPENSES:**

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

*Note: \$12.8M is a net balance of Other Income and Expense which is composed of Interest Income, Interest Expense, Federal Reimbursements, Federal Expenses, Retirees COLA, Supplemental, Medical and Dental, and Other Non-Operating Income & Expenses.*

Other Financial Highlights, as of February 28, 2022:

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

**DEBT SERVICE RATIO - FEBRUARY 2022**

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

**9. Grant Awards and Ongoing Grant Submissions:**

- **Fuel Pipeline Connectivity Project.**
  - PAG Planning, in coordination with the SHPO conducted a Teams meeting to gain more insight into the HABS/HAER documentation process with Architectural Historians working with DPW on their bridge projects
  - Updated/Revised AE Design was approved by EDA Program Officer. Next step is for Engineering to work with Procurement to package the AE Design RFP.
    - Project Cost Estimate: \$3,016,363.00
    - Grant Award: \$2,413,091.00 (80% Cost Share)
    - PAG Share: \$603,272.00 (20% Cost Share)



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

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

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

10. **Port Revenue Bonds Project Status.** As of March 21, 2022, the attachment provides information on the status of the revenue bond projects that consist of rehabilitation of hotel wharf, golf pier repairs and improvements, waterline replacement/relocation, EQMR building, and warehouse 1 repair/upgrades, new admin annex building, and other priority projects.

Respectfully submitted,

  
Rory J. Respicio  
General Manager

2018 Port Revenue Bonds Status Report  
As of March 21, 2022

Start Project	Total Award Amount	Total Draw Down	Total Obligations	PROCUREMENT ID/RFP/PO Number	Status
Administration of Port Revenue Bonds & Port Share	\$118,774,295.90	\$0.00	\$118,774,295.90	PO No. 1705-05 for \$118,774,295.90 awarded to GHG Inc. / Change Order No. 1 PO No. 17159-05 for \$186,146.18 / Approval of Change Order No. 2 on 10/07/2021, PO No. 17314-05 for \$186,671.11 / Approval of Change Order No. 3 on 10/21/2021, PO No. 17565-05 for \$154,648.48 / Approval of Change Order No. 4, No. 5, and No. 6 on 12/07/2021, PO No. 17588-05 for \$51,110.20 / Approval of Change Order No. 7 and 8 on 12/20/2021, PO No. 17696-05 and 17695-05 for \$23,706.03 / Approval of Change Order 9 on 02/23/2022 for \$1,483,777.00 / New Contract Awarded: \$2,800,488.91	Final reporting submitted on Friday, 01/24/2022 at 09:29 AM. Report Item #1 under review and comments are ongoing between Field and Systems
Cost Plan Revisions and Improvements	\$2,200,000.00	\$180,876.18	\$3,842,123.43	RFP No. 2019-02, A&E Design for \$985,000.17 awarded to MC Materials	BD was cancelled. The project will be a S&C at a later date pending the review of the current scope of work and satisfactory review of scope of work and specifications is ongoing
Warehouse Replacement and Relocation	\$6,200,000.00	\$308,668.58	\$5,680,381.44	RFP No. 2019-03, A&E Design for \$2,426,427.42 awarded to MC Materials	Final reporting submitted during the Tuesday meeting, 01/18/2022 on March 21, 2022 during the construction meeting and all correspondence on March 23, 2022. Note: only the contractor will submit a building permit application to DMW which could take up to 90 days.
BCD's Building Repair and Upgrades	\$3,626,800.00	\$438,289.10	\$3,188,540.90	RFP No. 2019-03, A&E Design for \$1,426,427.42 awarded to MC Materials	Pending final approval
Warehouse 1 Repairs	\$2,200,000.00	\$438,289.10	\$1,761,740.90	RFP No. 2019-03, A&E Design for \$1,426,427.42 awarded to MC Materials	All bids were rejected for on high price/Change in Scope of Work. POs will include a 30-day Review of Scope of Work and Specifications meeting
Other Priority Projects	\$4,882,215.00	\$0.00	\$4,882,215.00		1. The P&C was awarded \$1,734,207.20 toward the total project cost of \$11,027,496.00 as part of the \$49,610,843.55 2019 RFP. This project is to make structural repairs to enhance the capacity of existing berths from T1-T5. The P&C was released on November 23, 2015. The award will provide further guidance from M&C&D on the next steps for this project. / Because of the uncertainty with the Port Cooperative Agreement for the Guyan Commercial Port (Government Program and TIGR Grant for the Rehabilitation of Labor Ward), a stop-work meeting was for immediate attention by U.S. Port Security Officer (Guyana Manager) / A meeting was held between S&D and M&C&D's Director of Environmental Control a year for all things BCD-related. Section 145 of the Act would be suspended prior to funding M&C&D and that M&C&D must be completed prior to the execution of the port agreement. / M&C&D will be performing the services and M&C&D's rating studies on behalf of B&D. / Guaranteed/Involve and develop the 18 months status Quo
Other Priority Projects	\$2,100,000.00	\$1,291,194.37	\$608,805.63		2. TOS appears to be pending B&D review of Cargo Vehicle
Emergency Response Management System	\$2,100,000.00	\$1,291,194.37	\$608,805.63		As coding for CIP and Work Order, A&C payments, and Procurement Items - \$1,000,000 is ongoing with and user acceptance and testing. All modules are progressing to go live by April 2022
New Admin. Service Building	\$10,445,000.00	\$0.00	\$10,445,000.00		Three construction bids for the Admin Building has been completed by the P&C's and is being reviewed by Management. The decision on which option has been selected as of this report. Status Quo
Grand Total	\$55,378,000.90	\$4,426,261.24	\$90,092,592.76		



**PORT OF GUAM**  
ATURIDAI PUEYTON GUAHAN  
Jose D. Leon Guerrero Commercial Port  
1026 Cabras Highway, Suite 201, Piti, Guam 96925  
Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445  
Website: www.portguam.com




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

March 22, 2022

**MEMORANDUM**

To: Board of Directors

From: Rory J. Respicio, General Manager 

Subject: Creation of Position of Port Terminal Supervisor

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*Hafa Adai!* On February 24, 2022, the Board of Directors authorized management to proceed with the transparency process for the Creation of Position – Port Terminal Supervisor position.

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

1. The creation of documents were posted on the Port's website on February 25, 2022 to March 21, 2022.
2. Port employees were notified of the proposed creation of position on February 25, 2022 and March 4, 2022.
3. Notification was provided by way of electronic and written media on February 25, 2022 and March 4, 2022.

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

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

I am available for any questions you may have.



**PORT OF GUAM**  
ATURIDAT I PUETTUN GUAHAN  
Jose D. Leon Guerrero Commercial Port  
1026 Cabras Highway, Suite 201, Piti, Guam 96925  
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Website: www.portguam.com



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

March 24, 2022

Request for Creation of Position – Port Terminal Supervisor

**Revised Timeline**

PROCESS	ESTIMATED TIMELINE
Request to be submitted to the Board for their initial review and approval to proceed with the transparency process for the creation of the position, i.e., posting such request on the Port's website.	February 24, 2022
If Board agrees to proceed with the creation, the request will be transmitted to the division heads for review and comments	February 25, 2022 and March 4, 2022
Posting of proposed creation of position on Port's website.	February 25 to March 21, 2022
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.	February 25, 2022 and March 4, 2022
Request to be re-submitted to the Board for final approval and adoption by resolution	March 24, 2022
Creation of position documents transmitted to the Director of Administration and Guam Legislative Secretary	March 25, 2022
Process job announcement for positions and/or effective date of reallocation of positions.	April 26, 2022

# PORT AUTHORITY OF GUAM

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



## NEWS RELEASE

### Creation of Positions Port Terminal Worker and Port Terminal Supervisor

**Piti, Guam, March 4, 2022:** In compliance with Title 4 of the Guam Code Annotated (GCA), the public is notified of the Port's request for the creation of the positions for Port Terminal Worker and Port Terminal Supervisors.

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

The positions of Port Terminal Worker and Port Terminal Supervisor will assist the Operations Department in ensuring that vessel operations, stowage of cargoes within the terminal yard, issuance of cargoes to customers and other cargo handling services are not disrupted. By employing individuals to occupy these positions, it will allow management the flexibility to assign them to areas to ensure there is no bottlenecks in servicing our customers and the public, especially, during the peak of the military-build up.

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 March 21, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.

**marge**

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**Subject:** FW: Creation of Position Port Terminal Supervisor - Comments Submission Extended

**From:** GuamWEBZ WebCare [mailto:webcare@guamwebz.com]

**Sent:** Friday, March 04, 2022 3:42 PM

**To:** marge <mduenas@portofguam.com>

**Subject:** Re: Creation of Position Port Terminal Supervisor - Comments Submission Extended

Hi Marge,

This was done.

Regards,  
Rocky

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## GuamWEBZ WebCare Team

*For all your Web Updates and Support:*  
[webcare@guamwebz.com](mailto:webcare@guamwebz.com)

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

On Fri, Mar 4, 2022 at 12:03 PM marge <mduenas@portofguam.com> wrote:

PAG – Margret – 03/04/2022 – ASAP please

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

**Title:** Creation of Position Port Terminal Supervisor – Comments Submission Extended

Thank you - marge

**marge**

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**From:** marge <mduenas@portofguam.com>  
**Sent:** Friday, March 04, 2022 3:11 PM  
**To:** sabrina@kuam.com; life@guampdn.com; news@guampdn.com; news@k57.com; gerrypartido@gmail.com; news@sorensenmediagroup.com; 'The Post Admin'; editor@postguam.com; 'Cagurangan Mar-Vic'; 'John Oconor'; nestor@kuam.com; mindy@postguam.com; kstokish@gmail.com; kishfm102.9@gmail.com; taentgu@gmail.com; 'Kandit News Group'; newsdirector@kuam.com; production@joyfmradio.net; raygibsonshow@gmail.com  
**Subject:** Port News: Creation of Positions Port Terminal Worker and Port Terminal Supervisor  
**Attachments:** Port New Release - Creation of Positions Port Terminal Worker and Port T...pdf

## **Creation of Positions Port Terminal Worker and Port Terminal Supervisor**

**Piti, Guam, March 4, 2022:** In compliance with Title 4 of the Guam Code Annotated (GCA), the public is notified of the Port's request for the creation of the positions for Port Terminal Worker and Port Terminal Supervisors.

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The positions of Port Terminal Worker and Port Terminal Supervisor will assist the Operations Department in ensuring that vessel operations, stowage of cargoes within the terminal yard, issuance of cargoes to customers and other cargo handling services are not disrupted. By employing individuals to occupy these positions, it will allow management the flexibility to assign them to areas to ensure there is no bottlenecks in servicing our customers and the public, especially, during the peak of the military-build up.

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 March 21, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.





# Public Notices

HOME / NEWS / PUBLIC NOTICES

## Public Notices

- [Creation of Position Port Terminal Supervisor – Comments Submission Extended](#)
- [Creation of Position Port Terminal Worker – Comments Submission Extended](#)
- [Creation of Position - Port Terminal Worker](#)
- [Creation of Position - Port Terminal Supervisor](#)
- [Miscellaneous Services & Charges - Water Rate 080621](#)
- [Fendering System Hardening Project – Initial Public Notice](#)
- [Warehouse 1 Hardening Project – Initial Public Notice](#)
- [Labor Day Message](#)
- [PAG All Hazards Alert Warning System Test](#)
- [PAG Docket 17-01, 5 Year Tariff Increase 080720](#)
- [PEMRA GFT Petition for Exclusive Recognition on Port Police Personnel](#)
- [U.S. EDA PAG Comment Period for Installation of Fuel Pipeline System Environmental Narrative – Floodplain Notice Extended to Thursday, August 6, 2020](#)
- [U.S. EDA PAG 15-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers\\_NEPA and NHPA NOTICE](#)
- [U.S. EDA PAG 30-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers\\_FLOODPLAIN NOTICE](#)
- [Creation of Position Port Staff Attorney](#)
- [PAG Docket 17-01, 5 Year Tariff Increase 081318](#)

**marge**

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**From:** marge <mduenas@portofguam.com>  
**Sent:** Friday, March 04, 2022 3:04 PM  
**To:** jsmendiola@portofguam.com; 'Chris Flores'; 'Jojo Guevara'; 'Shawn B. Cepeda'; 'Annette Mafnas'; 'Annie'; 'Bernadette Meno'; 'Joe Javellana'; 'Dennis Perez'; 'Paul R. Salas'; Masoud Teimoury; 'Glenn Nelson'; Joe Ulloa; 'Raymond Santos'; 'Simon Pinaula'; 'Shine A. San Agustin'; 'Alex Aflague'; Vivian Leon  
**Subject:** Creation of Positions Comments Submission Extended  
**Attachments:** Creation of Position Port Terminal Worker Comments Submission Extended.pdf; Creation of Position Port Terminal Supervisor Comments Submission Extend....pdf

Hafa Adai All,

Please be advised that the comment deadline on submission of the following creation of positions have been extended to March 21, 2022. Kindly see attached.

- Port Terminal Supervisor
- Port Terminal Worker

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

Comments are to be submitted to the Human Resources Division.

Regards - marge

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**From:** "Annette M. Mafnas" <ammafнас@portofguam.com>  
**To:** "Rory J. Respicio" <rjrespicio@portofguam.com>, "Dominic G. Muna" <dgmuna@portofguam.com>, "Luis R. Baza" <lrbaza@portofguam.com>, "Bernadette Sterne" <bsterne@portofguam.com>, "Christopher Flores" <cflores@portofguam.com>, "Paul R. Salas" <prsalas@portofguam.com>, "Jesse S. Mendiola, Jr." <jsmendiola@portofguam.com>, "Jose G. Javellana" <jgjavellana@portofguam.com>, "Masoud Teimoury" <mteimoury@portofguam.com>, "Leonore V. Leon Guerrero" <lvleonguerrero@portofguam.com>, "Dennis J. Perez" <djperez@portofguam.com>, "Annie" <algsablan@portofguam.com>, "Jose B. Guevara, III" <jbguevara@portofguam.com>, "Glenn B. Nelson" <gbnelson@portofguam.com>, "Patrick E. Alvarez" <pealvarez01@portofguam.com>, "Simon S. Pinaula" <ss\_pinaula@portofguam.com>, "Jose A. Ulloa" <jaulloa01@portofguam.com>, "Raymond B. Santos" <rbsantos@portofguam.com>, "Shine A. San Agustin" <sasanagustin@portofguam.com>, "Alex J. Aflague" <ajafllague@portofguam.com>  
**Cc:** "Vivian C. Leon" <vcleon@portofguam.com>, "Shawn B. Cepeda" <sbcepeda@portofguam.com>  
**Sent:** Friday, February 25, 2022 2:10:55 PM  
**Subject:** Proposed Creation of Positions

*Hafa Adai!*

Provided for your review and input are Proposed Creation of the following Positions:

Port Terminal Supervisor

Port Terminal Worker  
Port Terminal Worker (Casual)

Please submit your comments to the Human Resources Office no later than Monday, March 14, 2022. *Si Yu'os Ma'ase*

## PORT AUTHORITY OF GUAM

JOSE D. LEON GUERRERO COMMERCIAL PORT

1026 Cabras Highway, Suite 201 PHL, GU 96915

Phone: (671) 477-5931 Fax: (671) 477-2689

Website: [www.portguam.com](http://www.portguam.com)



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# NEWS RELEASE

## Creation of Positions Port Terminal Worker and Port Terminal Supervisor

**PHI, Guam, February 25, 2022:** In compliance with Title 4 of the Guam Code Annotated (GCA), the public is notified of the Port's request for the creation of the positions for Port Terminal Worker and Port Terminal Supervisor.

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

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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 March 14, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.

**marge**

---

**Subject:** FW: FW: Posting of Documents on Website

**From:** Josette Javelosa [mailto:[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)]  
**Sent:** Friday, February 25, 2022 5:15 PM  
**To:** 'GuamWEBZ WebCare' <[webcare@guamwebz.com](mailto:webcare@guamwebz.com)>  
**Cc:** 'Evangeline O. Castro' <[eocastro@portofguam.com](mailto:eocastro@portofguam.com)>; 'Vivian C. Leon' <[vcleon@portofguam.com](mailto:vcleon@portofguam.com)>; 'Shawn B. Cepeda' <[sbcepeda@portofguam.com](mailto:sbcepeda@portofguam.com)>; 'Margret Duenas' <[mduenas@portofguam.com](mailto:mduenas@portofguam.com)>  
**Subject:** RE: FW: Posting of Documents on Website

Thank you!

Josette J. Javelosa | Marketing Department  
Port Authority of Guam  
1026 Cabras Highway Suite 201 Piti, Guam 96915  
[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)  
(671) 477-5931 Ext. 343  
[www.portofguam.com](http://www.portofguam.com)

**From:** GuamWEBZ WebCare [mailto:[webcare@guamwebz.com](mailto:webcare@guamwebz.com)]  
**Sent:** Friday, February 25, 2022 5:10 PM  
**To:** Josette Javelosa <[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)>  
**Cc:** Evangeline O. Castro <[eocastro@portofguam.com](mailto:eocastro@portofguam.com)>; Vivian C. Leon <[vcleon@portofguam.com](mailto:vcleon@portofguam.com)>; Shawn B. Cepeda <[sbcepeda@portofguam.com](mailto:sbcepeda@portofguam.com)>; Margret Duenas <[mduenas@portofguam.com](mailto:mduenas@portofguam.com)>  
**Subject:** Re: FW: Posting of Documents on Website

Hi Josette,

This was done.

Regards,  
Rocky

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Happy 2022!

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**GuamWEBZ WebCare Team**

*For all your Web Updates and Support:*  
[webcare@guamwebz.com](mailto:webcare@guamwebz.com)

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

On Fri, Feb 25, 2022 at 1:42 PM Josette Javelosa <[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)> wrote:

Hafa Adai Team,

Please update page to include attached announcements on top of the page:

<https://www.portofguam.com/news/public-notice>

Creation of Position - Port Terminal Worker

Creation of Position - Port Terminal Supervisor

Thank you! Have a great weekend!

Josette J. Javelosa | Marketing Department  
Port Authority of Guam  
1026 Cabras Highway Suite 201 Piti, Guam 96915  
[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)  
(671) 477-5931 Ext. 343  
[www.portofguam.com](http://www.portofguam.com)

**From:** Evangeline O. Castro [<mailto:eocastro@portofguam.com>]

**Sent:** Friday, February 25, 2022 1:29 PM

**To:** Josette Javelosa <[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)>; Bernadette Sterne <[bsterne@portofguam.com](mailto:bsterne@portofguam.com)>

**Cc:** Shawn B. Cepeda <[sbcepeda@portofguam.com](mailto:sbcepeda@portofguam.com)>; Frances A. Cepeda <[facepeda@portofguam.com](mailto:facepeda@portofguam.com)>; Carmelita G. Candoleta <[ccandoleta@portofguam.com](mailto:ccandoleta@portofguam.com)>; Davida D. Herrera <[ddherrera@portofguam.com](mailto:ddherrera@portofguam.com)>; Perry T. Guerrero <[ptguerrero@portofguam.com](mailto:ptguerrero@portofguam.com)>; Vivian C Leon <[vyleon@portofguam.com](mailto:vyleon@portofguam.com)>

**Subject:** Posting of Documents on Website

Hafa Adai Josette & Bernadette,

Your assistance is being requested to post the attached documents on the Port's website under "News -Public Notices".

Thank you,

Evangeline O. Castro  
Personnel Specialist I  
Port Authority of Guam  
Human Resources Division  
Tel: 477-5931 x 368



# Public Notices

HOME / NEWS / PUBLIC NOTICES

## Public Notices

- [Creation of Position - Port Terminal Worker](#)
- [Creation of Position - Port Terminal Supervisor](#)
- [Miscellaneous Services & Charges - Water Rate 080621](#)
- [Fendering System Hardening Project - Initial Public Notice](#)
- [Warehouse 1 Hardening Project - Initial Public Notice](#)
- [Labor Day Message](#)
- [PAG All Hazards Alert Warning System Test](#)
- [PAG Docket 17-01, 5 Year Tariff Increase 080720](#)
- [PEMRA GFT Petition for Exclusive Recognition on Port Police Personnel](#)
- [U.S. EDA PAG Comment Period for Installation of Fuel Pipeline System Environmental Narrative - Floodplain Notice Extended to Thursday, August 6, 2020](#)
- [U.S. EDA PAG 15-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers\\_NEPA and NHPA NOTICE](#)
- [U.S. EDA PAG 30-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers\\_FLOODPLAIN NOTICE](#)
- [Creation of Position Port Staff Attorney](#)
- [PAG Docket 17-01, 5 Year Tariff Increase 081318](#)
- [PUC - Rate Change Petition; Marina Fees 040918](#)
- [PAG request to PUC regarding marina rates](#)




**PORT OF GUAM**  
ATURIDAT / PUETTON GUAHAN  
Jose D. Leon Guerrero Commercial Port  
1026 Cabras Highway, Suite 201, Piti, Guam 96925  
Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445  
Website: [www.portguam.com](http://www.portguam.com)



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

March 4, 2022

### INTER-OFFICE MEMORANDUM

To: All Division Heads  
From: Rory J. Respicio, General Manager   
Subject: Reference Inter-Office Memorandum dated February 25, 2022  
Ref: Proposed Creation of Position – Port Terminal Supervisor

---

Please be advised that the submission of comments have been extended to March 21, 2022.

The Board of Directors at their meeting of February 24, 2022 authorized management to begin the process to create the Port Terminal Supervisor 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" for your review and comments.

Should you have any questions regarding this request, please feel free to contact the Human Resources Division.

Cc: Acting Personnel Services Administrator  
Corporate Services Manager






**PORT OF GUAM**  
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Website: www.portguam.com



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

February 25, 2022

**INTER-OFFICE MEMORANDUM**

To: All Division Heads  
From: Rory J. Respicio, General Manager   
Subject: Proposed Creation of Position – Port Terminal Supervisor

---

*Hafa Adai!* The Board of Directors at their meeting of February 24, 2022 authorized management to begin the process to create the Port Terminal Supervisor 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" for your review and comments.

Please submit your comments, if any, to the Human Resources Division no later than March 14, 2022.

Should you have any questions regarding this request, please feel free to contact the Human Resources Division.

Cc: Acting Personnel Services Administrator  
Corporate Services Manager

**BOARD OF DIRECTORS**

*Francisco G. Santos, Chairman  
Nathan T. Timmings, Vice Chairman  
Isa Marie C. Koki, Board Secretary  
Dorothy P. Harris, Member  
Dr. Judith Z. Guthrie, Member*



**Resolution No. 2022-07**

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

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

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

**WHEREAS**, on February 24, 2022, the General Manager petitioned the Board of Directors to create the Port Terminal Supervisor 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 first 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 February 24, 2022 authorized management to begin the creation process of the Port Terminal Supervisor; and

**WHEREAS**, to ensure transparency and disclosure is conducted on the creation of the Port Terminal Supervisor position and to comply with Title 4, Guam Code Annotated, Chapter 6, Section 6303.1, management notified the Port employees and provided electronic and written media on February 25, 2022 and March 4, 2022, and posted its petition on the Port's website from February 25, 2022 to March 21, 2022; and

**WHEREAS**, at the regular meeting of March 24, 2022, management re-submitted its petition to the Board of Directors advising them that the Port complied with the transparency process as mandated by Title 4, Guam Code Annotated, Section 6303.1; now therefore be it

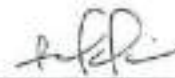
**RESOLVED**, that the Board of Directors approves management's petition to establish the creation of the Port Terminal Supervisor position at a Pay Grade K in the classified service and authorizes management to transmit copies of such petitions to the Director of Department of Administration and the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

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

**PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF  
DIRECTORS THIS 24<sup>th</sup> DAY OF MARCH, 2022.**



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



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

Digitally signed by Isa Koki  
Date: 2022.03.24 16:54:24  
+1000'






**PORT OF GUAM**  
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Jose D. Leon Guerrero Commercial Port  
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Website: www.portguam.com



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

March 22, 2022

**MEMORANDUM**

To: Board of Directors  
From: Rory J. Respicio, General Manager   
Subject: Creation of Position - Port Terminal Worker

---

*Hafa Adai!* On February 24, 2022, the Board of Directors authorized management to proceed with the transparency process for the Creation of Position – Port Terminal Worker position.

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

1. The creation of documents were posted on the Port's website on February 25, 2022 to March 21, 2022.
2. Port employees were notified of the proposed creation of position on February 25, 2022 and March 4, 2022.
3. Notification was provided by way of electronic and written media on February 25, 2022 and March 4, 2022.

Be advised there was one comment received regarding the creation of this position from Mr. Patrick Alvarez, Port Assistant Operations Manager recommending that the necessary special qualification requirement be changed:

**From:** Possession of a valid Operator's license

**To:** Possession of a valid Chauffeur B license

This recommendation is deemed acceptable in meeting the necessary special qualification requirements and is therefore, reflected accordingly.

In light of this, the transparency requirements were met and it is requested that approval and adoption of the Port Terminal Worker position be established in the classified service at a Pay Grade F.

Once the position is created, your authorization also provides me with corresponding authority to establish a Port Terminal Worker (Casual) position pursuant to the Port's Personnel Rules and Regulations.

I am available for any questions you may have.



**PORT OF GUAM**  
ATURIDAT / PUETTON GUAHAN  
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Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445  
Website: [www.portguam.com](http://www.portguam.com)



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

March 24, 2022

Request for Creation of Position – Port Terminal Worker

**Revised Timeline**

PROCESS	ESTIMATED TIMELINE
Request to be submitted to the Board for their initial review and approval to proceed with the transparency process for the creation of the position, i.e., posting such request on the Port's website.	February 24, 2022
If Board agrees to proceed with the creation, the request will be transmitted to the division heads for review and comments	February 25, 2022 and March 4, 2022
Posting of proposed creation of position on Port's website.	February 25 to March 21, 2022
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.	February 25, 2022 and March 4, 2022
Request to be re-submitted to the Board for final approval and adoption by resolution	March 24, 2022
Creation of position documents transmitted to the Director of Administration and Guam Legislative Secretary	March 25, 2022
Process job announcement for positions and/or effective date of reallocation of positions.	April 26, 2022

## **PORT TERMINAL WORKER**

### **NATURE OF WORK:**

Performs routine work in the loading, unloading and storage of containerized and breakbulk cargoes between vessels and Port terminal facilities; or receive, issue, inspect and record cargoes from vessels and Port terminal facilities; or operate material cargo handling equipment within the Port terminal facilities.

**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.)

Loads and unloads cargoes from vessels; lashes and unlashes cargoes; palletizes breakbulk cargoes; braces and piles and sorts cargoes.

Inspects discharged containerized and breakbulk cargoes for damages or irregularities; informs operators and vessel planners as to where cargoes are to be staged.

Records all containers and breakbulk cargoes to be loaded onto vessel and verifies such numbers and stowage of cargoes onto vessel with vessel planners.

Operates cargo handling equipment, such as, forklifts and similar equipment.

Maintains records and prepare reports.

Skill in the safe operation of a forklift and similar equipment.

Performs related duties as required.

### **MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:**

Knowledge of:

- The methods, techniques and equipment used in seaport cargo handling operations.
- Traffic laws, regulations and safe driving practices in the operation of material handling equipment;

Ability to:

- Apply safe work practices on the job;
- Work in high places;
- Work effectively with public and employees;
- Understand and follow oral and written instructions;
- Maintain records and prepare reports.

Skill in the operation of a forklift and/or similar equipment.

**MINIMUM EXPERIENCE AND TRAINING:**

- A. One (1) year of experience in the transportation field, including operation of material cargo handling equipment; or
- B. Any equivalent combination of experience which provides the minimum knowledge, abilities and skills.

**NECESSARY SPECIAL QUALIFICATION:**

- A. Graduation from high school or successful completion of a General Education Development (GED) Test; and
- B. Possession of a valid chauffeur B license.



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

March 16, 2022



INTER-OFFICE MEMORANDUM

To: Rory J. Respicio, General Manager  
From: Patrick E. Alvarez, Assistant Operations Manager  
Subject: Comments – Port Terminal Worker

*Hafa Adai!* This is to express support for the creation of the Port Terminal Worker position. The comment being recommended for your approval is requesting that the necessary special qualification requirement be changed from "Possession of a valid Operator's license" to "Possession of a valid Chauffeur B license".

*Si Yu'os Ma'ase.*

# 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](http://www.portguam.com)



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## NEWS RELEASE

### Creation of Positions Port Terminal Worker and Port Terminal Supervisor

**Piti, Guam, March 4, 2022:** In compliance with Title 4 of the Guam Code Annotated (GCA), the public is notified of the Port's request for the creation of the positions for Port Terminal Worker and Port Terminal Supervisors.

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

The positions of Port Terminal Worker and Port Terminal Supervisor will assist the Operations Department in ensuring that vessel operations, stowage of cargoes within the terminal yard, issuance of cargoes to customers and other cargo handling services are not disrupted. By employing individuals to occupy these positions, it will allow management the flexibility to assign them to areas to ensure there are no bottlenecks in servicing our customers and the public, especially, during the peak of the military-build up.

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 March 21, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.



**marge**

---

**From:** marge <mduenas@portofguam.com>  
**Sent:** Friday, March 04, 2022 3:11 PM  
**To:** sabrina@kuam.com; life@guampdn.com; news@guampdn.com; news@k57.com; gerrypartido@gmail.com; news@sorensenmediagroup.com; 'The Post Admin'; editor@postguam.com; 'Cagurangan Mar-Vic'; 'John Oconor'; nestor@kuam.com; mindy@postguam.com; kstokish@gmail.com; kishfm102.9@gmail.com; taentgu@gmail.com; 'Kandit News Group'; newsdirector@kuam.com; production@joyfmradio.net; raygibsonshow@gmail.com  
**Subject:** Port News: Creation of Positions Port Terminal Worker and Port Terminal Supervisor  
**Attachments:** Port New Release - Creation of Positions Port Terminal Worker and Port T....pdf

## **Creation of Positions Port Terminal Worker and Port Terminal Supervisor**

**Pfll, Guam, March 4, 2022:** In compliance with Title 4 of the Guam Code Annotated (GCA), the public is notified of the Port's request for the creation of the positions for Port Terminal Worker and Port Terminal Supervisors.

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

The positions of Port Terminal Worker and Port Terminal Supervisor will assist the Operations Department in ensuring that vessel operations, stowage of cargoes within the terminal yard, issuance of cargoes to customers and other cargo handling services are not disrupted. By employing individuals to occupy these positions, it will allow management the flexibility to assign them to areas to ensure there is no bottlenecks in servicing our customers and the public, especially, during the peak of the military-build up.

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 March 21, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.



# Public Notices

HOME / NEWS / PUBLIC NOTICES

## Public Notices

- [Creation of Position Port Terminal Supervisor – Comments Submission Extended](#)
- [Creation of Position Port Terminal Worker – Comments Submission Extended](#)
- [Creation of Position - Port Terminal Worker](#)
- [Creation of Position - Port Terminal Supervisor](#)
- [Miscellaneous Services & Charges - Water Rate 080621](#)
- [Fendering System Hardening Project – Initial Public Notice](#)
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- [Labor Day Message](#)
- [PAG All Hazards Alert Warning System Test](#)
- [PAG Docket 17-01, 5 Year Tariff Increase 080720](#)
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- [Creation of Position Port Staff Attorney](#)
- [PAG Docket 17-01, 5 Year Tariff Increase 081318](#)

**marge**

---

**From:** marge <mduenas@portofguam.com>  
**Sent:** Friday, March 04, 2022 3:04 PM  
**To:** jsmendiola@portofguam.com; 'Chris Flores'; 'Jojo Guevara'; 'Shawn B. Cepeda'; 'Annette Mafnas'; 'Annie'; 'Bernadette Meno'; 'Joe Javellana'; 'Dennis Perez'; 'Paul R. Salas'; Masoud Teimoury; 'Glenn Nelson'; Joe Ulloa; 'Raymond Santos'; 'Simon Pinaula'; 'Shine A. San Agustin'; 'Alex Aflague'; Vivian Leon  
**Subject:** Creation of Positions Comments Submission Extended  
**Attachments:** Creation of Position Port Terminal Worker Comments Submission Extended.pdf; Creation of Position Port Terminal Supervisor Comments Submission Extend...pdf

Hafa Adai All,

Please be advised that the comment deadline on submission of the following creation of positions have been extended to March 21, 2022. Kindly see attached.

- Port Terminal Supervisor
- Port Terminal Worker

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

Comments are to be submitted to the Human Resources Division.

Regards - marge

---

**From:** "Annette M. Mafnas" <ammafnas@portofguam.com>  
**To:** "Rory J. Respicio" <rjrespicio@portofguam.com>, "Dominic G. Muna" <dgmuna@portofguam.com>, "Luis R. Baza" <rbaza@portofguam.com>, "Bernadette Sterne" <bsterne@portofguam.com>, "Christopher Flores" <cflores@portofguam.com>, "Paul R. Salas" <prsalas@portofguam.com>, "Jesse S. Mendiola, Jr." <jsmendiola@portofguam.com>, "Jose G. Javellana" <jgjavellana@portofguam.com>, "Masoud Teimoury" <mteimoury@portofguam.com>, "Leonore V. Leon Guerrero" <lvleonguerrero@portofguam.com>, "Dennis J. Perez" <djperez@portofguam.com>, "Annie" <algsablan@portofguam.com>, "Jose B. Guevara, III" <jbquevara@portofguam.com>, "Glenn B. Nelson" <gbnelson@portofguam.com>, "Patrick E. Alvarez" <pealvarez01@portofguam.com>, "Simon S. Pinaula" <ss\_pinaula@portofguam.com>, "Jose A. Ulloa" <jaulloa01@portofguam.com>, "Raymond B. Santos" <rbsantos@portofguam.com>, "Shine A. San Agustin" <sasanagustin@portofguam.com>, "Alex J. Aflague" <ajafalague@portofguam.com>  
**Cc:** "Vivian C. Leon" <vcleon@portofguam.com>, "Shawn B. Cepeda" <sbcepeda@portofguam.com>  
**Sent:** Friday, February 25, 2022 2:10:55 PM  
**Subject:** Proposed Creation of Positions

*Hafa Adai!*

Provided for your review and input are Proposed Creation of the following Positions:

Port Terminal Supervisor

Port Terminal Worker  
Port Terminal Worker (Casual)

Please submit your comments to the Human Resources Office no later than Monday, March 14, 2022. *Si Yu'os Ma'ase*

**marge**

---

**Subject:** FW: Creation of Position Port Terminal Worker - Comments Submission Extended

**From:** GuamWEBZ WebCare [mailto:webcare@guamwebz.com]

**Sent:** Friday, March 04, 2022 3:38 PM

**To:** marge <mduenas@portofguam.com>

**Subject:** Re: Creation of Position Port Terminal Worker - Comments Submission Extended

Hi Marge,

This was done.

Regards,  
Rocky

-----

## GuamWEBZ WebCare Team

*For all your Web Updates and Support:*  
[webcare@guamwebz.com](mailto:webcare@guamwebz.com)

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

We may use AI applications in certain instances to improve communication and quality control.

On Fri, Mar 4, 2022 at 12:00 PM marge <mduenas@portofguam.com> wrote:

PAG – Margret – 03/04/2022 – ASAP please

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

**Title:** Creation of Position Port Terminal Worker – Comments Submission Extended

Thank you - marge

**marge**

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**Subject:** FW: FW: Posting of Documents on Website

**From:** Josette Javelosa [mailto:[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)]  
**Sent:** Friday, February 25, 2022 5:15 PM  
**To:** 'GuamWEBZ WebCare' <[webcare@guamwebz.com](mailto:webcare@guamwebz.com)>  
**Cc:** 'Evangeline O. Castro' <[eocastro@portofguam.com](mailto:eocastro@portofguam.com)>; 'Vivian C. Leon' <[vcleon@portofguam.com](mailto:vcleon@portofguam.com)>; 'Shawn B. Cepeda' <[sbcepeda@portofguam.com](mailto:sbcepeda@portofguam.com)>; 'Margret Duenas' <[mduenas@portofguam.com](mailto:mduenas@portofguam.com)>  
**Subject:** RE: FW: Posting of Documents on Website

Thank you!

Josette J. Javelosa | Marketing Department  
Port Authority of Guam  
1026 Cabras Highway Suite 201 Piti, Guam 96915  
[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)  
(671) 477-5931 Ext. 343  
[www.portofguam.com](http://www.portofguam.com)

**From:** GuamWEBZ WebCare [mailto:[webcare@guamwebz.com](mailto:webcare@guamwebz.com)]  
**Sent:** Friday, February 25, 2022 5:10 PM  
**To:** Josette Javelosa <[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)>  
**Cc:** Evangeline O. Castro <[eocastro@portofguam.com](mailto:eocastro@portofguam.com)>; Vivian C. Leon <[vcleon@portofguam.com](mailto:vcleon@portofguam.com)>; Shawn B. Cepeda <[sbcepeda@portofguam.com](mailto:sbcepeda@portofguam.com)>; Margret Duenas <[mduenas@portofguam.com](mailto:mduenas@portofguam.com)>  
**Subject:** Re: FW: Posting of Documents on Website

Hi Josette,

This was done.

Regards,  
Rocky

-----

Happy 2022!

-----

**GuamWEBZ WebCare Team**

*For all your Web Updates and Support:*  
[webcare@guamwebz.com](mailto:webcare@guamwebz.com)

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

On Fri, Feb 25, 2022 at 1:42 PM Josette Javelosa <[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)> wrote:

Hafa Adai Team,

Please update page to include attached announcements on top of the page:

<https://www.portofguam.com/news/public-notice>

Creation of Position - Port Terminal Worker

Creation of Position - Port Terminal Supervisor

Thank you! Have a great weekend!

Josette J. Javelosa | Marketing Department  
Port Authority of Guam  
1026 Cabras Highway Suite 201 Piti, Guam 96915  
[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)  
(671) 477-5931 Ext. 343  
[www.portofguam.com](http://www.portofguam.com)

---

**From:** Evangeline O. Castro [<mailto:eocastro@portofguam.com>]

**Sent:** Friday, February 25, 2022 1:29 PM

**To:** Josette Javelosa <[jjavelosa@portofguam.com](mailto:jjavelosa@portofguam.com)>; Bernadette Sterne <[bsterne@portofguam.com](mailto:bsterne@portofguam.com)>

**Cc:** Shawn B. Cepeda <[sbcepeda@portofguam.com](mailto:sbcepeda@portofguam.com)>; Frances A. Cepeda <[facepeda@portofguam.com](mailto:facepeda@portofguam.com)>; Carmelita G. Candoleta <[cgcandoleta@portofguam.com](mailto:cgcandoleta@portofguam.com)>; Davida D. Herrera <[ddherrera@portofguam.com](mailto:ddherrera@portofguam.com)>; Perry T. Guerrero <[ptguerrero@portofguam.com](mailto:ptguerrero@portofguam.com)>; Vivian C Leon <[vcleon@portofguam.com](mailto:vcleon@portofguam.com)>

**Subject:** Posting of Documents on Website

Hafa Adai Josette & Bernadette,

Your assistance is being requested to post the attached documents on the Port's website under "News -Public Notices".

Thank you,

Evangeline O. Castro  
Personnel Specialist I  
Port Authority of Guam  
Human Resources Division  
Tel: 477-5931 x 368

## 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](http://www.portguam.com)



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# NEWS RELEASE

## Creation of Positions Port Terminal Worker and Port Terminal Supervisor

**Piti, Guam, February 25, 2022:** In compliance with Title 4 of the Guam Code Annotated (GCA), the public is notified of the Port's request for the creation of the positions for Port Terminal Worker and Port Terminal Supervisor.

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

The positions of Port Terminal Worker and Port Terminal Supervisor will assist the Operations Department in ensuring that vessel operations, stowage of cargoes within the terminal yard, issuance of cargoes to customers and other cargo handling services are not disrupted. By employing individuals to occupy these positions, it will allow management the flexibility to assign them to areas to ensure there is no bottlenecks in servicing our customers and the public, especially, during the peak of the military-build up.

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 March 14, 2022. For more information, please contact the Human Resources Division at 477-5931, ext. 307.





# Public Notices

HOME / NEWS / PUBLIC NOTICES

## Public Notices

- [Creation of Position - Port Terminal Worker](#)
- [Creation of Position - Port Terminal Supervisor](#)
- [Miscellaneous Services & Charges - Water Rate 080621](#)
- [Fendering System Hardening Project - Initial Public Notice](#)
- [Warehouse 1 Hardening Project - Initial Public Notice](#)
- [Labor Day Message](#)
- [PAG All Hazards Alert Warning System Test](#)
- [PAG Docket 17-01, 5 Year Tariff Increase 080720](#)
- [PEMRA GFT Petition for Exclusive Recognition on Port Police Personnel](#)
- [U.S. EDA PAG Comment Period for Installation of Fuel Pipeline System Environmental Narrative - Floodplain Notice Extended to Thursday, August 6, 2020](#)
- [U.S. EDA PAG 15-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers\\_NEPA and NHPA NOTICE](#)
- [U.S. EDA PAG 30-Day Comment Period for the installation of a fuel pipeline system between PAG's F1 and Golf Piers\\_FLOODPLAIN NOTICE](#)
- [Creation of Position Port Staff Attorney](#)
- [PAG Docket 17-01, 5 Year Tariff Increase 081318](#)
- [PUC - Rate Change Petition; Marina Fees 040918](#)
- [PAG request to PUC regarding marina rates](#)



**PORT OF GUAM**  
ATURIDAT I PUETTON GUAHAN  
Jose D. Leon Guerrero Commercial Port  
1026 Cabras Highway, Suite 201, Piti, Guam 96925  
Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445  
Website: www.portguam.com




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

March 4, 2022

INTER-OFFICE MEMORANDUM

To: All Division Heads

From: Rory J. Respicio, General Manager 

Subject: Reference Inter-Office Memorandum dated February 25, 2022

Ref: Proposed Creation of Position – Port Terminal Worker and  
Port Terminal Worker (Casual)

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Please be advised that the submission of comments have been extended to March 21, 2022.

The Board of Directors at their meeting of February 24, 2022 authorized management to begin the process to create the Port Terminal Worker position in the classified service. Doing so, gives me the corresponding authority to establish a Port Terminal Worker (Casual) position pursuant to the Port's Personnel Rules and Regulations.

Therefore, as reported in the Board meeting, because the nature of the position is to provide waterfront and support services involved in the loading and unloading of cargoes, the appointment of this position will also be "Short-Term" or known as a casual position.

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" for your review and comments.

Should you have any questions regarding this request, please feel free to contact the Human Resources Division.

Cc: Acting Personnel Services Administrator  
Corporate Services Manager



**PORT OF GUAM**  
ATURIDAT / PUETTON GUAHAN  
Jose D. Leon Guerrero Commercial Port  
1026 Cabras Highway, Suite 201, Piti, Guam 96925  
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Website: www.portguam.com




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

February 25, 2022

**INTER-OFFICE MEMORANDUM**

To: All Division Heads

From: Rory J. Respicio, General Manager 

Subject: Proposed Creation of Position – Port Terminal Worker and  
Port Terminal Worker (Casual)

---

*Hafa Adai!* The Board of Directors at their meeting of February 24, 2022 authorized management to begin the process to create the Port Terminal Worker position in the classified service. Doing so, gives me the corresponding authority to establish a Port Terminal Worker (Casual) position pursuant to the Port's Personnel Rules and Regulations.

Therefore, as reported in the Board meeting, because the nature of the position is to provide waterfront and support services involved in the loading and unloading of cargoes, the appointment of this position will also be "Short-Term" or known as a casual position.

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" for your review and comments.

Please submit your comments, if any, to the Human Resources Division no later than March 14, 2022.

Should you have any questions regarding this request, please feel free to contact the Human Resources Division.

Cc: Acting Personnel Services Administrator  
Corporate Services Manager

**BOARD OF DIRECTORS**  
Francisco G. Santos, Chairman  
Nathan T. Takmoroglo, Vice Chairman  
Ira Marie C. Koni, Board Secretary  
Dorothy P. Harris, Member  
Dr. Judith P. Gubertz, Member



**Resolution No. 2022-08**

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

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

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

**WHEREAS**, on February 24, 2022, the General Manager petitioned the Board of Directors to create the Port Terminal Worker 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 February 24, 2022 authorized management to begin the creation process of the Port Terminal Worker; and

**WHEREAS**, to ensure transparency and disclosure is conducted on the creation of the Port Terminal Worker position and to comply with Title 4, Guam Code Annotated, Chapter 6, Section 6303.1, management notified the Port employees and provided electronic and written media on February 25, 2022 and March 4, 2022, and posted its petition on the Port's website from February 25, 2022 to March 21, 2022; and

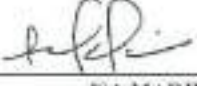
**WHEREAS**, at the regular meeting of March 24, 2022, management re-submitted its petition to the Board of Directors advising them that the Port complied with the transparency process as mandated by Title 4, Guam Code Annotated, Section 6303.1; now therefore be it

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

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

**PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF  
DIRECTORS THIS 24<sup>th</sup> DAY OF MARCH, 2022.**

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

  
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SECRETARY, BOARD OF DIRECTORS  
PORT AUTHORITY OF GUAM



**BOARD OF DIRECTORS**

*Francisco G. Santos, Chairman  
Nathan T. Talamonglo, Vice Chairman  
Ira Marie C. Raki, Board Secretary  
Dorethy P. Harris, Member  
Dr. Judith P. Gutierrez, Member*



**Resolution No. 2022-09**

**RELATIVE TO APPROVING THE AGREEMENT TO SATISFY JUDGMENT BETWEEN THE PORT AUTHORITY OF GUAM AND EDDIE N. CASTRO, AND AUTHORIZING GENERAL MANAGER RORY J. RESPICIO TO EXECUTE THE AGREEMENT AND USE PORT FUNDS AS NECESSARY, INCLUDING THE EXISTING PORT FY2022 BUDGET, TO SATISFY THE JUDGMENT, AND TO HEREIN PROVIDE THE FINALIZED AGREEMENT TO THE HONORABLE BENJAMIN J.F. CRUZ, GUAM PUBLIC AUDITOR IN THE INTEREST OF TRANSPARENCY AND ACCOUNTABILITY**

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

**WHEREAS**, on April 5, 2013, the Port served employee, Mr. Eddie N. Castro ("Castro"), with a Final Notice of Adverse Action for alleged violations of the Port's Personnel Rules and Regulations, Chapter 11, Rule 11.303(B), (D), (E), and (H). Specifically, the Port terminated Castro based on the following: Refusal or failure to perform prescribed duties and responsibilities; Falsification of Records; Insubordination; and Unauthorized absences; and

**WHEREAS**, on April 17, 2013, Castro appealed his termination to the Civil Service Commission ("CSC") in Adverse Action Appeal Case No. 13-AA13T. After approximately twelve (12) days of hearings on the merits, the CSC ruled in favor of Management. However, the CSC also voted to modify Castro's termination into a demotion to a "Guard (unarmed)" position; and

**WHEREAS**, on April 28, 2016, the Port appealed the CSC's Decision and Judgment to the Superior Court of Guam in Special Proceedings Case No. 0072-16 ("Petition for Judicial Review"), arguing that the CSC exceeded its statutory authority by placing Employee in the non-existing position of "Guard"; and

**WHEREAS**, on April 13, 2018, the Superior Court found the CSC's decision to modify was not supported by substantial evidence since the "Guard" position did not exist, and the CSC's expressed decision to place Employee in the "most severe" demotion properly should have been instead to the "security guard (armed)" position. The Superior Court therefore, remanded the matter back to the CSC to determine whether it would uphold its modification; and

**WHEREAS**, on April 9, 2019, at the hearing on remand, the CSC departed from its earlier decision to modify and instead voted unanimously to sustain Castro's termination. Castro appealed the CSC's decision to terminate on August 4, 2019 back to the Superior Court; and

**WHEREAS**, on September 3, 2019, the Superior Court denied Castro's motion to review the CSC's decision to sustain his termination, finding that the CSC's decision to sustain the termination aligned with the Superior's Court initial finding that the "Guard" position did not exist. Castro subsequently appealed the matter to the Supreme Court of Guam; and

**WHEREAS**, on June 24, 2021, the Supreme Court, in CVA19-020, issued its Opinion ruling in favor of Castro. The Supreme Court held that the trial court should have granted the Port's petition only in part, remanding to the CSC for the limited purpose of correcting the appropriate position for Employee's "severest demotion" and thus, vacated the Superior Court's decision upholding the CSC's decision to terminate Castro. Subsequently, the Supreme Court remanded the matter back to the Superior Court for further proceedings consistent with its Opinion in *Port Auth. Of Guam v. Civil Serv. Comm'n (Castro)*, 2021 Guam 4. The Supreme Court also remanded the matter to the Superior Court to determine attorney fees and costs; and

**WHEREAS**, after consulting with Port Legal Counsel, it is expected that the Superior Court will remand the matter back to the CSC to vacate Castro's termination and amend the Decision and Judgment to read "Guard (armed)" instead of "Guard (unarmed)" pursuant to the Supreme Court of Guam's Opinion. Thus, in an effort to avoid further delay of this almost nine (9) years long litigation and additional costs resulting therefrom, Port Legal Counsel has advised that the Port calculate Castro's back wages certain, reasonable attorney's fees, and associated costs to accompany the Superior Court's order and judgment on remand; and

**WHEREAS**, on December 23, 2021, the Port Authority of Guam ("PAG") Board of Directors passed and adopted unanimously Resolution No. 2021-35 Relative to Authority to Enter into a Stipulated Judgment Between the Port Authority of Guam and Eddie N. Castro Pursuant to Guam Supreme Court Case No. CVA19-020; and

**WHEREAS**, based on the Guam Supreme Court decision in CVA19-020, the Board of Directors authorized PAG Management to enter into a Stipulated Judgment resolving all litigation against Mr. Eddie N. Castro ("Castro") resulting from his Adverse Action Appeal at the Guam Civil Service Commission, Case No. 13-AA13T and subsequent appeal in Superior Court of Guam Special Proceedings Case No. 0072-16 ("Petition for Judicial Review"); and



WHEREAS, the Board of Directors authorized PAG Management to calculate Castro's back wages, reasonable attorney's fees, and associated costs to accompany the Superior Court's order and judgment on remand in Special Proceedings Case No. 0072-16 ("Petition for Judicial Review"); and

WHEREAS, the Board of Directors found that it was in the best interest of the PAG for PAG Management to enter into a Stipulated Judgment resolving all litigation against Castro resulting from his Adverse Action Appeal; and

NOW THEREFORE BE IT RESOLVED, that the Board of Directors hereby provide General Manager Rory J. Respicio the latitude and authority to enter into and execute the Stipulated Judgment which is to incorporate the benefits owed, execute and deliver such documents, undertake such acts, and provide direction to staff as are necessary to comply with the terms of the Stipulated Judgment once signed and entered into by the CSC and the Courts; and be it further

RESOLVED, that the Agreement to Satisfy Judgment be based on the following terms:

1. Back wages (net gross pay) \$208,370.94;
2. Reinstatement of sick leave hours and annual leave hours owed;
3. Reasonable legal fees;
4. Remit to Retirement Fund retirement benefits owed to employee; and be it further

RESOLVED, that General Manager Rory J. Respicio forwards the finalized and signed agreement to the Honorable Benjamin J.F. Cruz, Guam Public Auditor in the interest of transparency and accountability; and be it further

RESOLVED, that Superior Court of Guam and the Guam Civil Service Commission shall be notified of the agreement and the parties' desire to withdraw the litigation and comply with the Rules and Regulations of the Commission with regards to settlement of the Adverse Action Appeal; and be it further

RESOLVED, that General Manager Rory J. Respicio may allocate Port funds as necessary, including the existing Port FY2022 Budget, to satisfy the Judgment rendered by the Superior Court of Guam and the Guam Civil Service Commission; and be it further

RESOLVED, the Chairman certify to, and the Secretary attest to, the adoption hereto and that a copy of this resolution be transmitted to the Civil Service Commission.

PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF DIRECTORS THIS 24<sup>TH</sup> DAY OF MARCH, 2022.

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

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

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**BOARD OF DIRECTORS**  
*Francisco G. Santos, Chairman*  
*Nathan T. Taimonglo, Vice Chairman*  
*Ira Marie C. Koki, Board Secretary*  
*Dorothy P. Harris, Member*  
*Dr. Judith K. Gauthier, Member*



## **Resolution No. 2022-10**

### **RELATIVE TO AUTHORIZING MANAGEMENT TO PRESENT TO THE GOVERNOR OF GUAM AND 36<sup>TH</sup> GUAM LEGISLATURE OVERSIGHT COMMITTEE CHAIRPERSON A REQUEST TO INTRODUCE PROPOSED LEGISLATION TO AMEND PUBLIC LAW 35-44 RELATIVE TO PROJECTS FUNDED BY REVENUE BONDS**

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

**WHEREAS**, the Jose D. Leon Guerrero Commercial Port's modernization program is designed to meet the Island's growth including the expansion of the U.S. military and growing tourism market; and

**WHEREAS**, the key initiatives justified to the bond market investors were: (1) expansion of wharf space to accommodate larger vessel and increase vessel handling capacity; (2) upgrade terminal operating system to allow for automated invoicing cargo and container tracking, financial management and maintenance management; (3) expansion of the existing facilities to support fishing and cruise line industries; and (4) replacement of gantry cranes at the end of the useful life to maintain uninterrupted cargo movement; and

**WHEREAS**, as part of the modernization program, the Port through Public Law 34-70 obtained \$71,445,000 in revenue bonds to finance certain capital improvements and to refinance all or a portion of outstanding loans of the Port Authority; and

**WHEREAS**, on July 20, 2018, Pro Marine Technology submitted an Underwater Assessment and Inspection Services of F-1, F-3, F-4, F-5 and F-6 and based on their assessment found that waterfront facilities were in dire need of repair and provided recommendations for such repairs; and

**WHEREAS**, to ensure the uninterrupted flow in the deployment of fuel products which could be obtained in F-1 Fuel Pier or Golf Fuel Pier, a connectivity line would need to be installed at F-1 to allow discharged or loaded fuel to be routed to and from other petroleum fuel companies' storage tanks; and

**WHEREAS**, to enhance the Port's invoicing to ensure 100% cost recovery per the established tariffs, the Terminal Operating and Financial Management systems must be integrated, along with an upgrade of the Ports' current information technology system for accurate financial data on the expenses rendered to vessels and related services versus revenues; and

**WHEREAS**, the 2010 Master Plan included a recommendation for the current Port Administration Building be extended with an annex and a bridge connecting the building to the existing building for compliance with the Americans with Disabilities Act (ADA), but such project was changed in the 2013 Master Plan Update which endorsed that a new large building be constructed and the current administration building be demolished; and

**WHEREAS**, the Port presented to Governor Lourdes A. Leon Guerrero and members of the 35<sup>th</sup> Guam Legislature that if the Port pursues the 2010 Master plan recommendation to construct an annex with a bridge connecting to the existing administration building, a portion of the funding originally earmarked for the construction of the new administration building could otherwise be used to address the deficiencies of the Port's revenue-generating waterfront facilities, a connectivity fuel line between Golf Pier and F-1 Pier, and improvements needed for the Port's information technology systems; and

**WHEREAS**, the 35<sup>th</sup> Guam Legislature unanimously agreed that an amendment to Public Law 34-70 would allow for the reprogramming of such bond proceeds needed to address the deficiencies of the Port's revenue-generating facilities, the connectivity fuel line between Golf Pier and F-1 and improvements needed for the Port's information systems, and all remaining balances, if any, shall be allocated to provide for supplemental funding for the procurement of a new gantry crane; and

**WHEREAS**, on October 16, 2019, Governor Leon Guerrero signed Public Law 35-44 which authorized the reprogramming of the Port Authority revenue bond proceeds and amending the capital improvement projects in Section 4(a) of Public Law 34-70; and

**WHEREAS**, the Port issued procurement on the architectural and engineering (A&E) designs for the Port revenue bond projects, and in the A&E designs the construction cost associated with the repairs exceeded those outlined in Public Laws 34-70 and 35-44; and

WHEREAS, the engineering cost estimates outlined in the revenue bond mandates obtained back in 2014 are now severely underfunded; and

WHEREAS, because the mandates specifically identified the revenue bond project costs to be funded by the revenue bond, it did not allow the Port to reallocate revenue bond proceeds to address the anticipated shortfalls of the construction costs for which has specific costs associated in the mandates; and

WHEREAS, Port management actively submitted federal grants to fund some of the revenue bond projects, i.e., the fuel connectivity line which U.S. Economic Development Authority awarded \$2.4 million, freeing up a portion of the revenue bond proceeds for that project; and

WHEREAS, on July 29, 2021, the Board of Directors through Resolution No. 2021-07 authorized the General Manager to use other funding sources for the payment of the cost of construction or improvement or any part thereof or any available money or funds of the Port Authority made available by a federal grant to be expended; and

WHEREAS, subsequently after the passage of the Resolution 2021-07, the Port held procurement solicitation openings for several of the revenue bond projects resulting in either no offers being submitted or procurement construction bid submittal costs exceeded between 10% to 156% of the legislative funding cap of the respective project; and

WHEREAS, the Port management reviewed other revenue bond mandates for other autonomous agencies and noted the Port's revenue bond legislation is the only legislation which specifically states the proceeds is to "finance certain Authority capital improvements, including, but not limited to..." and each project has an associated funding cap versus other autonomous agencies' revenue bond legislations which simply stated the project(s) and total amount authorized to borrow; and

WHEREAS, although the Board of Directors authorized management to use other funding sources, it appears the revenue bond legislations may disallow the Port from exceeding the cost associated with the project as outlined in Public Laws 34-70 and 35-44; and

WHEREAS, the Board of Directors fully understands the purpose of accomplishing the commitment of ensuring the Port's modernization program is neither further delayed nor jeopardized as a result of the legislative funding caps strictly tied to the 2018 Revenue Bond funds outlined in Public Law 34-70 and 35-44; and

WHEREAS, the Board of Directors recognizes the need of the General Manager to engage with Guam Economic Development Authority, members of the Guam Legislature, and Governor Leon Guerrero on any possible legislative remedies to remove the funding caps associated with the project and any statutory impediments created by Public Laws 34-70 and 35-44; now therefore be it


**RESOLVED**, the Board of Directors hereby authorizes the General Manager to present to the Governor of Guam to submit a proposed legislation to the 36<sup>th</sup> Guam Legislature or request Senator Telesa Nelson, Legislature Chairperson on Committee on Education and Infrastructural Advancement, Border Protection and Maritime Transportation, *Guian* Preservation and Self-Determination, and Federal and Foreign Relations to sponsor such legislation; and be it further

**RESOLVED**, the Chairman certify to, and the Secretary attest to, the adoption hereof and that copies of the same be thereafter transmitted to the Governor, Lt. Governor, Senator Telesa Nelson and the 36<sup>th</sup> Guam Legislature for consideration and approval.

PASSED AND ADOPTED UNANIMOUSLY BY THE BOARD OF DIRECTORS THIS 24<sup>th</sup> DAY OF MARCH, 2022.



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



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





*I MINA'TRENTAI SINGKO NA LIHESLATURAN GUÅHAN*  
THIRTY-SIXTH GUAM LEGISLATURE

Bill No. \_\_\_\_\_ (COR)

Introduced by:

**AN ACT TO AMEND SECTION 4(a) OF PUBLIC LAWS 34-70 AND 35-44 RELATIVE TO THE FINANCING OR REFINANCING IMPROVEMENTS AND CAPITAL IMPROVEMENTS OF THE JOSE D. LEON GUERRERO COMMERCIAL PORT (PORT), AND OTHER RELATED FACILITIES AND OPERATIONS OF THE PORT, THROUGH REVENUE BOND PROCEEDS.**

**BE IT ENACTED BY THE PEOPLE OF GUAM:**

**Section 1. Legislative Findings and Intent.** *I Liheslaturan Guåhan* finds that the Jose D. Leon Guerrero Commercial Port's modernization program is designed to meet the Island's growth including the expansion of the U.S. military and growing tourism market, with the key project initiatives as justified to the bond market investors, as follows:

- (a) expansion of wharf space to accommodate larger vessel and increase vessel handling capacity;
- (b) upgrade terminal operating system to allow for automated invoicing cargo and container tracking, financial management and maintenance management;
- (c) expansion of the existing facilities to support fishing and cruise line industries; and
- (d) replacement of gantry cranes at the end of the useful life to maintain uninterrupted cargo movement.

As part of the modernization program, the Port through Public Law 34-70 obtained \$71,445,000 in revenue bonds to finance certain capital improvements and to refinance all or a portion of outstanding loans of the Port Authority.

*I Liheslaturan Guåhan* finds that on July 20, 2018, Pro Marine Technology submitted its findings in an Underwater Assessment and Inspection Services of F-1, F-3, F-4, F-5 and F-6 and based on their assessment found that the waterfront facilities were in dire need of repair and provided recommendations for such repair.

Moreover, *I Liheslaturan Guåhan* finds that to ensure the uninterrupted flow in the deployment of fuel products which could be obtained in F-1 Fuel Pier or Golf Fuel Pier, a connectivity line would need to

be installed at F-1 to allow discharged or loaded fuel to be routed to and from other petroleum fuel companies' storage tanks.

To enhance the Port's invoicing to ensure 100% cost recovery per the established tariffs, the Terminal Operating and Financial Management systems must be integrated, along with an upgrade of the Ports' current information technology system for accurate financial data on the expenses rendered to vessels and related services versus revenues

The 2010 Master Plan included a recommendation for the current Port Administration Building be extended with an annex and a bridge connecting the building to the existing building for compliance with the Americans with Disabilities Act (ADA), but such project was changed in the 2013 Master Plan Update which endorsed that a large new building be constructed, and the current administration building be demolished.

In 2019, the Port presented to Governor Lourdes A. Leon Guerrero and members of the 35<sup>th</sup> Guam Legislature that if the Port pursues the 2010 Master plan recommendation to construct an annex with a bridge connecting to the existing administration building, a portion of the funding originally earmarked for the construction of the new administration building could otherwise be used to address the deficiencies of the Port's revenue-generating waterfront facilities, a connectivity fuel line between Golf Pier and F-1 Pier, and improvements needed for the Port's information technology systems;

The 35<sup>th</sup> Guam Legislature unanimously agreed that an amendment to Public Law 34-70 would allow for the reprogramming of such bond proceeds needed to address the deficiencies of the Port's revenue-generating facilities, the connectivity fuel line between Golf Pier and F-1 and improvements needed for the Port's information systems, and all remaining balances, if any, shall be allocated to provide for supplemental funding for the procurement of a new gantry crane.

On October 16, 2019, Governor Leon Guerrero signed Public Law 35-44 which authorized the reprogramming of the Port Authority revenue bond proceeds and amending the capital improvement projects in Section 4(a) of Public Law 34-70.

The Port issued procurement on the architectural and engineering (A&E) designs for the Port revenue bond projects, and in the A&E designs the construction cost associated with the repairs exceeded those outlined in Public Laws 34-70 and 35-. The engineering cost estimates outlined in the revenue bond mandates obtained back in 2014 are now severely underfunded. Because the mandates specifically identified the revenue bond project costs to be funded by the revenue bond, it did not allow the Port to reallocate revenue bond proceeds to address the anticipated shortfalls of the construction costs for which has specific costs associated in the mandates.

To address these shortfalls, Port management actively submitted federal grants to fund some of the revenue bond projects, which they were awarded from U.S. Economic Development Authority \$2.4 million

for the fuel connectivity line, freeing up a portion of the revenue bond proceeds for that project. The Board of Directors also authorized the General Manager to use other funding sources for the payment of the cost of construction or improvement or any part thereof or any available money or funds of the Port Authority made available by a federal grant to be expended. The Port held procurement solicitation openings for several of the revenue bond projects resulting in either no offers being submitted, or procurement construction bid submittal costs exceeded between 10% to 156% of the legislative funding cap of the respective project.

A review of other revenue bond mandates for other autonomous agencies was made and it is noted the Port's revenue bond legislation is the only legislation which specifically states the proceeds is to "*finance certain Authority capital improvements, including, but not limited to...*" and each project has an associated funding cap versus other autonomous agencies' revenue bond legislations which simply stated the project(s) and total amount authorized to borrow. Although the Board of Directors authorized management to use other funding sources, it appears the revenue bond legislations may disallow the Port from exceeding the cost associated with the project as outlined in Public Laws 34-70 and 35-44.

*I Liheslaturan Guåhan* finds that an amendment to Public Laws 34-70 and 35-44 to remove the legislative funding caps strictly tied to the 2018 Revenue Bond funds is necessary in order for the Port to accomplish its commitment of ensuring the modernization program is neither further delayed nor jeopardized.

It is, therefore, the intent of *I Liheslaturan Guåhan* to amend Public Laws 34-70 and 35-44 by removing the legislative funding caps associated with the capital improvement projects to be funded by the revenue bonds and authorize the reprogramming of the Port Authority of Guam revenue bond proceeds to fund the shortfalls.

**Section 2.** Section 4(a) of Public Laws 34-70 and 35-44 is amended to read:

(a) to finance certain Authority capital improvements, including, but not limited to:

(1) local match for the Transportation Investment Generating Economic Recovery (TIGER) grant program funding for rehabilitation of "H" Wharf and access road ~~in the approximate amount of Thirteen Million Seven Hundred Seventy-four Thousand Two Hundred Fifty-five Dollars (\$13,774,255).~~

(2) construction of an annex building with the construction of a bridge attached to the current Administration Biding and upgrade of infrastructure ~~in the approximate amount of Ten Million Four Hundred Forty-five Thousand Dollars (\$10,445,000).~~

~~The remaining balance of approximate Seven Million Four Hundred Twenty-five Thousand Seven Hundred Forty-five Dollars (\$7,425,745)~~ Resulting from this reset to the Port Modernization Plan *shall* be prioritized by the Port's Board of Directors in order to shore up the Port's current related revenue-generating facilities and financial management system, specifically, the repairs of

F-3, F-4, F-5, and F-6 of the waterfront facilities; the installation of a connectivity fuel line connecting Golf Pier and F-1 Fuel Pier, and an upgrade to the Port's information technology system and integration of the Terminal Operating System and Financial Management System;

(3) replacement and relocation of the waterline ~~in the approximate amount of~~ \$6,000,000;

(4) repair and expansion of the Equipment Maintenance & Repair Building (EQMR) ~~in the amount of~~ \$3,628,800;

(5) repair of Warehouse 1 ~~in the approximate amount of~~ \$2,000,000;

(6) repair of Golf Pier ~~in the approximate amount of~~ \$2,000,000; and

(7) all remaining balances, if any, *shall* be allocated to provide for supplemental funding for the procurement of a new gantry crane;”

**Section 3. Effective Date.** This Act *shall* be effective upon enactment.

**Section 4. Severability.** If any provision of this Act or its application to any person or circumstance is found to be invalid or contrary to law, such invalidity *shall not* affect other provisions or application of this act that can be given effect without the invalid provision or application, and to this end the provisions of this Act are severable.



**PORT OF GUAM**

ATURIDAT / PUETTON GUAHAN

Jose D. Leon Guerrero Commercial Port

1026 Cabras Highway, Suite 201, Piti, Guam 96925

Telephone: 671-477-5931/35 Facsimile: 671-477-2689/4445

Website: [www.portguam.com](http://www.portguam.com)



Lourdes A. Leon Guerrero

Governor of Guam

Joshua F. Tenorio

Lieutenant Governor

March 21, 2022

**MEMORANDUM**

TO: Board of Directors

FROM: Rory J. Respicio, General Manager 

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Your kind approval of the above is appreciated.

#### Attachments

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

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

**PETITION FOR**

**CREATION OF POSITION – CAPITAL IMPROVEMENT PROJECTS MANAGER POSITION**

**REQUEST:**

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

**AUTHORITY:**

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

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

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



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

**References of Compliance:**

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

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

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

4 GCA §6301. Compensation Policy.

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

### **AGENCY BACKGROUND:**

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

### **JUSTIFICATION:**

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

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

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

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

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

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

### **METHODOLOGY:**

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

In summary, the job evaluation provides:

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

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

### **CLASSIFICATION REVIEW:**

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

The position requires knowledge of:

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

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

The position requires the ability to:

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

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

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

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

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

**ANALYSIS OF SIMILARITIES AND DIFFERENCES:**

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

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

**FISCAL NOTE:**

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

**RECOMMENDATION:**

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

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

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

  
SHAWN B. CEPEDA  
Acting Personnel Services Administrator

## CAPITAL IMPROVEMENT PROJECTS MANAGER

### NATURE OF WORK:

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

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

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

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

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

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

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

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

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

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

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

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

Performs related duties as required.

**MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:**

Knowledge of:

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

Ability to:

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

**MINIMUM EXPERIENCE AND TRAINING:**

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

**Fiscal Year 2022  
FUNCTIONAL STATEMENT FOR  
CAPITAL IMPROVEMENT PROJECTS DIVISION**

**INTRODUCTION**

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

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

**BOARD OF DIRECTORS**

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

**GENERAL MANAGER**

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

**DEPUTY GENERAL MANAGER, OPERATIONS & MAINTENANCE**

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

**CAPITAL IMPROVEMENT PROJECTS DIVISION**

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



**JOB EVALUATION**  
For  
**CAPITAL IMPROVEMENT PROJECTS MANAGER**

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

**PAY GRADE ALLOCATION**

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

# PORT AUTHORITY OF GUAM



## POSITION DESCRIPTION

### 1.0 IDENTIFICATION

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

**2.0 DESCRIPTION OF DUTIES**

**2.1 ESSENTIAL FUNCTIONS**

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

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

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

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

**2.2 NON-ESSENTIAL OR ADDITIONAL FUNCTIONS**

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

Duty No or % of Time	Duties and/or Responsibilities

**3.0 CONTACTS**

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

**3.1 WITHIN DEPARTMENT / AGENCY**

Mark one correct response below with an [ X ]

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

**3.2 OUTSIDE DEPARTMENT / AGENCY**

Mark one correct response below with an [ X ]

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

#### 4.0 SUPERVISION RECEIVED

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

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

#### 5.0 SUPERVISION EXERCISED

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

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

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

#### 6.0 EQUIPMENT

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

%	Tools / Equipment
	Personal Computer

## 7.0 JOB REQUIREMENTS

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

### 7.1 MINIMUM QUALIFICATION REQUIREMENTS

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

#### 7.1.1 WORK EXPERIENCE

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

a) No work experience required

b) General Years    Months

	Years	Months

c) Specialized Years    Months

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

d) Supervisor / Management Years    Months

	Years	Months

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

Years    Months

	Years	Months

**7.1.2 FORMAL EDUCATION OR TRAINING**

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

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


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

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


- College Degree. Show major area of study required :

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

**7.1.3 CRITICAL SKILLS / EXPERTISE**

List specialized skills or specialization needed to perform essential functions :

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



Plan, organize, assign, coordinate, review and evaluate the work of professional, technical, consultant and administrative support staff

Establish and maintain effective working relationship with a diverse workforce, including managers, employees, contractors, consultants and other encountered in the course of work

**7.1.4 LICENCE / REGISTRATION OR CERTIFICATION**

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


**7.2 MENTAL / VISUAL / PHYSICAL & ENVIRONMENTAL JOB REQUIREMENTS**

**7.2.1 PHYSICAL REQUIREMENTS**

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

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

Describe any other physical job requirements below :


### 7.2.2 MENTAL / VISUAL REQUIREMENTS

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

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


### 7.2.3 WORK ENVIRONMENT & WEATHER EXPOSURE

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

%

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

### 7.2.4 OTHER PHYSICAL WORKING CONDITIONS

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

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

Position Description - Chief Engineer

Page 10

%

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


Heat. Describe source and degree of high temperature.


Cold. Describe source and degree of cold temperature:


Other hazards. Describe:


**7.2.5 IRREGULAR / UNUSUAL JOB REQUIREMENTS**

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

Mark an [ X ] in the box if not applicable

Condition	Frequency of Exposure

**7.3 WORK SCHEDULE / HOURS**

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

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

State purpose and average total hours required per pay period:


- Regular / Irregular - Overtime hours without overtime pay entitlement

State purpose and average total hours required per pay period:


The information given on this position is complete and correct.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

## CAPITAL IMPROVEMENT PROJECTS DIVISION



## FISCAL NOTE

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

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

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

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

### Capital Improvement Projects Manager

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

### Chief Engineer

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

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

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

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

A. Revenues:

B. Expenditures:

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

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

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

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




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



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

March 21, 2022

**MEMORANDUM**

TO: Board of Directors  
FROM: Rory J. Respicio, General Manager   
SUBJECT: Request for Creation of Position – Chief Engineer

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

Your kind approval of the above is appreciated.

#### Attachments

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

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

**PETITION FOR**

**CREATION OF POSITION – CHIEF ENGINEER POSITION**

**REQUEST:**

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

**AUTHORITY:**

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

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

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

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

**References of Compliance:**

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

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

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

4 GCA §6301, Compensation Policy.

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

**AGENCY BACKGROUND:**

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

**JUSTIFICATION:**

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

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

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

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

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

### **METHODOLOGY:**

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

In summary, the job evaluation provides:

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

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

### **CLASSIFICATION REVIEW:**

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

The position requires knowledge of:

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

Ability to:

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

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

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

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

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

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

**ANALYSIS OF SIMILARITIES AND DIFFERENCES:**

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

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

**FISCAL NOTE:**

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

**RECOMMENDATION:**

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

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

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

  
SHAWN B. CEPEDA  
Acting Personnel Services Administrator



## CHIEF ENGINEER

### NATURE OF WORK:

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

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

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

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

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

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

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

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

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

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

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

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

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

#### **MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:**

Knowledge of:

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

Ability to:

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

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

**MINIMUM EXPERIENCE AND TRAINING:**

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

**SPECIAL QUALIFICATION REQUIREMENT:**

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

**Fiscal Year 2022  
FUNCTIONAL STATEMENT FOR  
ENGINEERING DIVISION**

**INTRODUCTION**

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

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

**BOARD OF DIRECTORS**

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

**GENERAL MANAGER**

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

**DEPUTY GENERAL MANAGER, OPERATIONS & MAINTENANCE**

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

**ENGINEERING DIVISION**

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

**JOB EVALUATION**  
For  
**CHIEF ENGINEER**

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

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

**PAY GRADE ALLOCATION**

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

# PORT AUTHORITY OF GUAM



## POSITION DESCRIPTION

### 1.0 IDENTIFICATION

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

**2.0 DESCRIPTION OF DUTIES**

**2.1 ESSENTIAL FUNCTIONS**

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

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

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

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



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

## 2.2 NON-ESSENTIAL OR ADDITIONAL FUNCTIONS

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

Duty No or % of Time	Duties and/or Responsibilities

## 3.0 CONTACTS

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

### 3.1 WITHIN DEPARTMENT / AGENCY

Mark one correct response below with an [ X ]

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

### 3.2 OUTSIDE DEPARTMENT / AGENCY

Mark one correct response below with an [ X ]

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

### 4.0 SUPERVISION RECEIVED

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

Mark one correct response below with an [ X ]

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

### 5.0 SUPERVISION EXERCISED

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

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

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

#### 6.0 EQUIPMENT

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

%	Tools / Equipment
	Personal Computer

#### 7.0 JOB REQUIREMENTS

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

#### 7.1 MINIMUM QUALIFICATION REQUIREMENTS

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

**7.1.1 WORK EXPERIENCE**

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

a) No work experience required

b) General Years    Months


c) Specialized Years    Months

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

d) Supervisor / Management Years    Months

Management capacity.	4	

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

Years    Months


**7.1.2 FORMAL EDUCATION OR TRAINING**

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

Below High School. Show number of years :

High School Graduation / GED

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


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

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


College Degree. Show major area of study required :

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

**7.1.3 CRITICAL SKILLS / EXPERTISE**

List specialized skills or specialization needed to perform essential functions :

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

### 7.1.4 LICENCE / REGISTRATION OR CERTIFICATION

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

Professional Engineer Certification

### 7.2 MENTAL / VISUAL / PHYSICAL & ENVIRONMENTAL JOB REQUIREMENTS

#### 7.2.1 PHYSICAL REQUIREMENTS

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

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

Describe any other physical job requirements below :


### 7.2.2 MENTAL / VISUAL REQUIREMENTS

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

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


### 7.2.3 WORK ENVIRONMENT & WEATHER EXPOSURE

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

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

### 7.2.4 OTHER PHYSICAL WORKING CONDITIONS

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

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

%

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

--	--

- Heat. Describe source and degree of high temperature.

--	--

- Cold. Describe source and degree of cold temperature:

--	--

- Other hazards. Describe:


### 7.2.5 IRREGULAR / UNUSUAL JOB REQUIREMENTS

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

Mark an [ X ] in the box if not applicable

Condition	Frequency of Exposure



**7.3 WORK SCHEDULE / HOURS**

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

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

State purpose and average total hours required per pay period:


- Regular / Irregular - Overtime hours without overtime pay entitlement

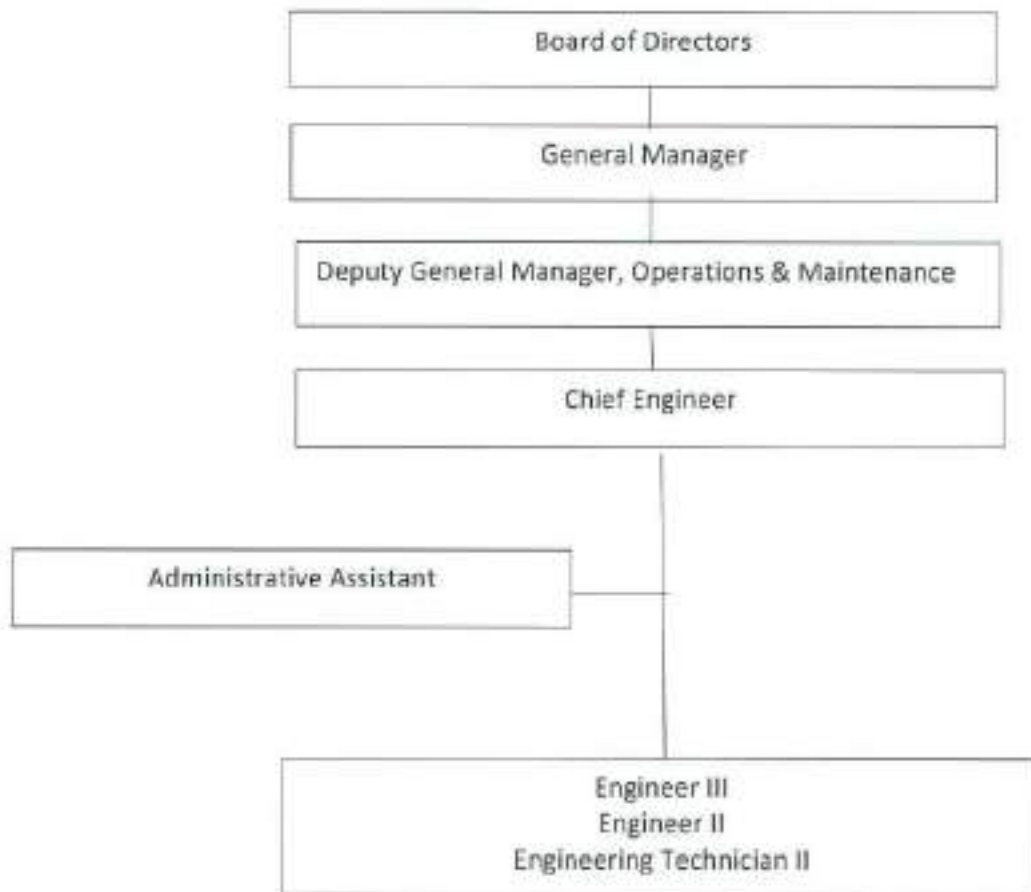
State purpose and average total hours required per pay period:


The information given on this position is complete and correct.

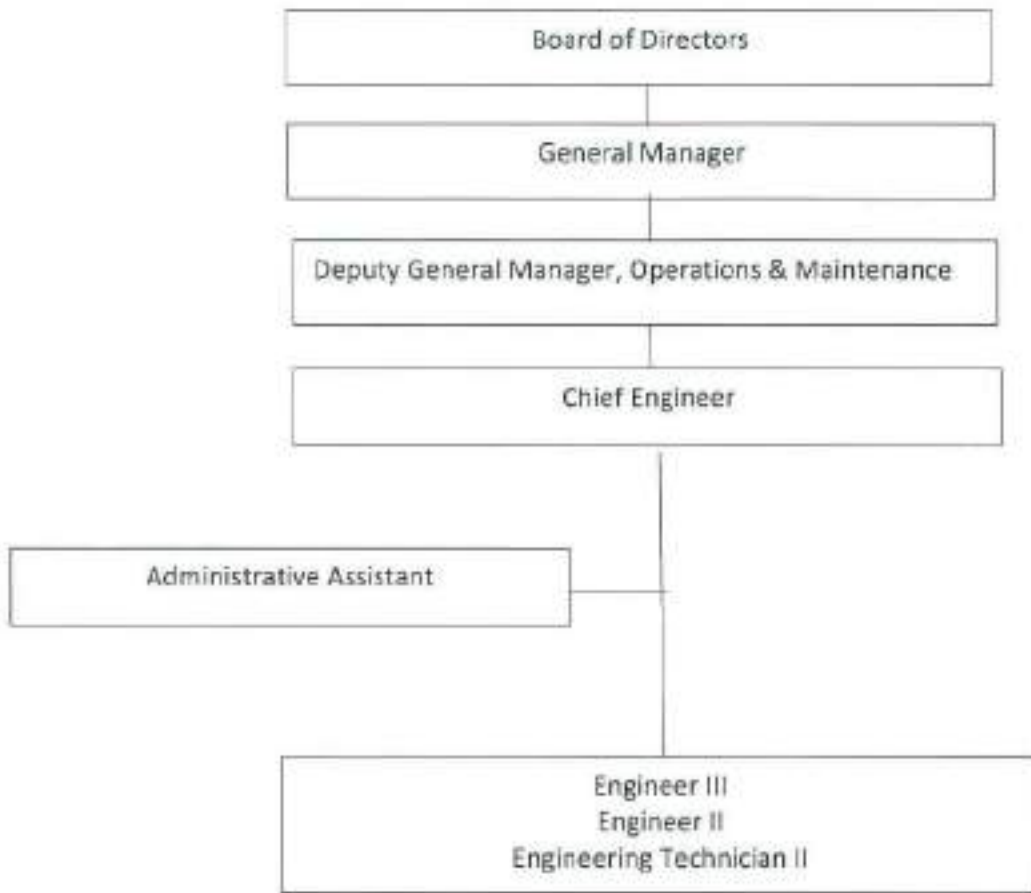
\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

## ENGINEERING DIVISION



## ENGINEERING DIVISION



## FISCAL NOTE

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

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

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

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

### Capital Improvement Projects Manager

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

### Chief Engineer

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

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

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

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

A. Revenues:

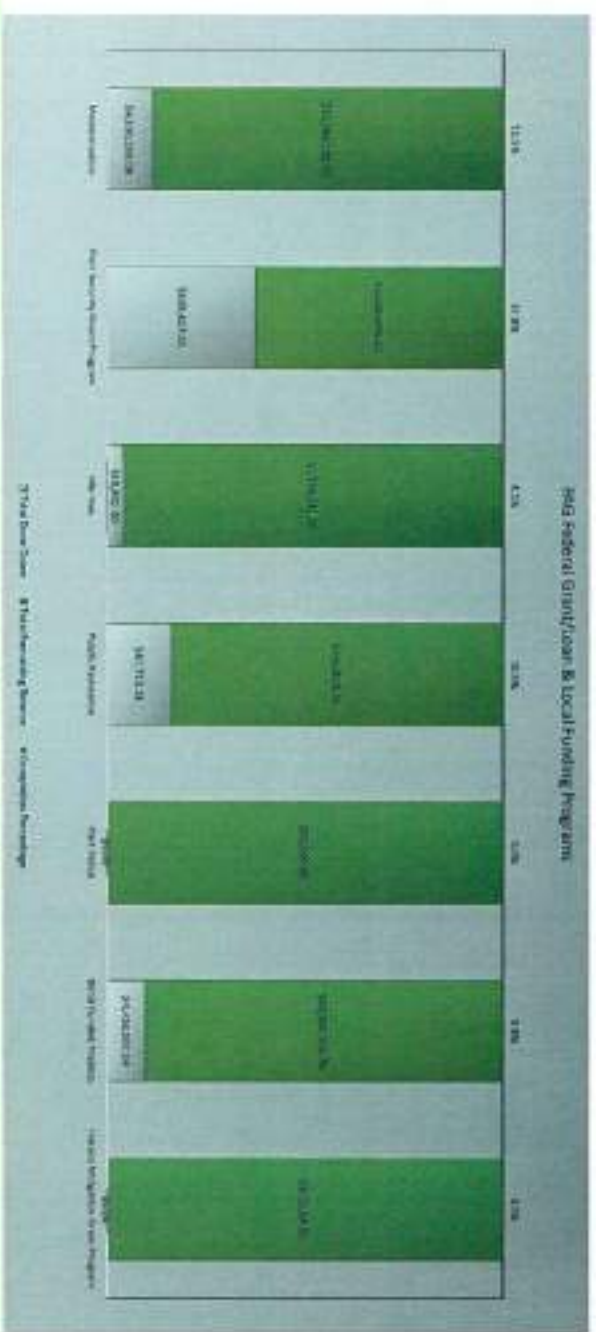
B. Expenditures:

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

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

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

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



Project ID	Project Name	Federal Grant/Loan	Local Funding Programs	Total Funding
1718	Grant Program	11,118,000	0	11,118,000
1720	Grant Program	1,118,000	1,118,000	2,236,000
1723	Grant Program	11,118,000	0	11,118,000
1726	Grant Program	1,118,000	1,118,000	2,236,000
1728	Grant Program	11,118,000	0	11,118,000
1729	Grant Program	1,118,000	1,118,000	2,236,000
1730	Grant Program	11,118,000	0	11,118,000

Project ID	Project Name	Federal Grant/Loan	Local Funding Programs	Total Funding
1718	Grant Program	11,118,000	0	11,118,000
1720	Grant Program	1,118,000	1,118,000	2,236,000
1723	Grant Program	11,118,000	0	11,118,000
1726	Grant Program	1,118,000	1,118,000	2,236,000
1728	Grant Program	11,118,000	0	11,118,000
1729	Grant Program	1,118,000	1,118,000	2,236,000
1730	Grant Program	11,118,000	0	11,118,000

**FY 2022 Port Modernization Plan  
Grant/Bond Strategy - Monthly Update  
As of March 31, 2022**

Grant Program	Total Award		Total Funding		PROJECT ID # (if any)	Status
	Amount	Interest	Amount	Interest		
Category 11-04 - Port Construction (Inland/Coastal) Services	50,500,000.00	5,117,988.00	55,617,988.00	55,617,988.00	PO No. 21012-02 to 21020-00000	
Port Strategic Fund - Port of Spain Construction, Operations and Equipment Functions	20,841,200.00	\$2,171,528.88	23,012,728.88	23,012,728.88		
	Project 1 - PO No. 2051-CF for \$18,400,000 awarded to Franchise Business LLC					
	Project 2 - PO No. 2008-CF for \$3,200,000 awarded to Highway Safety Services LLC					
	Project 3 - PO No. 2049-CF for \$1,400,000 awarded to AD New Construction					
	Project 4 - PO No. 2023-CF for \$1,000,000 awarded to Marston Development LLC					
	Project 5 - PO No. 2086-CF for \$185,728.88 awarded to Prostate Middle Corp. Change Order No. 190 No. 2018-CF for \$20,000.00 Change Order No. 200 No. 2102-CF for \$79,000.00 Total Project 5 - \$204,728.88					
Project 6 & 7 - The purchase orders were awarded by Franchise Business. The PO award letters: PO No. 2105001-CF for \$700,000.00 - M666CZ - \$673,000.00 & PO No. 2105002-CF for \$20,000.00 PO No. 2105003-CF for \$208,728.88 - P53P - \$20,000.00 & PO No. 2105004-CF for \$207,744.88 - M6C536C Total POs awarded - \$1,138,744.88						
0779-0012 - St. Paul Island Port Land Construction/Repair	20,413,900.00	\$0.00	20,413,900.00	20,413,900.00		
Project 1 - PO No. 2021-CF for \$20,413,900.00 awarded to Franchise Business LLC						
0204-0018 - Phase 2 Port Authority of Guam - Building Shop	1,600,000.00	\$0.00	1,600,000.00	1,600,000.00		
Project 1 - PO No. 2021-CF for \$1,600,000.00 awarded to Franchise Business LLC						
0204-0045 - Phase 2 Port Authority of Guam - Building Shop	1,111,890.00	\$0.00	1,111,890.00	1,111,890.00		
Project 1 - PO No. 2021-CF for \$1,111,890.00 awarded to Franchise Business LLC						

Project 1 - \$1,111,890.00 awarded on September 20, 2021 pursuant to PO No. 2021-CF for \$1,111,890.00 awarded to Franchise Business LLC. Project 2 - \$3,200,000.00 awarded on October 26, 2021 pursuant to PO No. 2008-CF for \$3,200,000.00 awarded to Franchise Business LLC. Project 3 - \$1,400,000.00 awarded on October 26, 2021 pursuant to PO No. 2049-CF for \$1,400,000.00 awarded to Franchise Business LLC. Project 4 - \$1,000,000.00 awarded on October 26, 2021 pursuant to PO No. 2023-CF for \$1,000,000.00 awarded to Franchise Business LLC. Project 5 - \$204,728.88 awarded on October 26, 2021 pursuant to PO No. 2086-CF for \$204,728.88 awarded to Franchise Business LLC.

Project 7 - \$1,000,000.00 awarded on September 20, 2021 pursuant to PO No. 2105001-CF for \$700,000.00 awarded to Franchise Business LLC and PO No. 2105002-CF for \$20,000.00 awarded to Franchise Business LLC. Project 8 - \$208,728.88 awarded on September 20, 2021 pursuant to PO No. 2105003-CF for \$208,728.88 awarded to Franchise Business LLC. Project 9 - \$207,744.88 awarded on September 20, 2021 pursuant to PO No. 2105004-CF for \$207,744.88 awarded to Franchise Business LLC.

The POs were awarded to Franchise Business LLC on September 20, 2021 pursuant to PO No. 2021-CF for \$20,413,900.00 awarded to Franchise Business LLC. The POs were awarded to Franchise Business LLC on October 26, 2021 pursuant to PO No. 2008-CF for \$3,200,000.00 awarded to Franchise Business LLC, PO No. 2049-CF for \$1,400,000.00 awarded to Franchise Business LLC, PO No. 2023-CF for \$1,000,000.00 awarded to Franchise Business LLC, PO No. 2086-CF for \$204,728.88 awarded to Franchise Business LLC, PO No. 2105001-CF for \$700,000.00 awarded to Franchise Business LLC, PO No. 2105002-CF for \$20,000.00 awarded to Franchise Business LLC, PO No. 2105003-CF for \$208,728.88 awarded to Franchise Business LLC, and PO No. 2105004-CF for \$207,744.88 awarded to Franchise Business LLC.

The POs were awarded to Franchise Business LLC on September 20, 2021 pursuant to PO No. 2021-CF for \$1,111,890.00 awarded to Franchise Business LLC. The POs were awarded to Franchise Business LLC on October 26, 2021 pursuant to PO No. 2008-CF for \$3,200,000.00 awarded to Franchise Business LLC, PO No. 2049-CF for \$1,400,000.00 awarded to Franchise Business LLC, PO No. 2023-CF for \$1,000,000.00 awarded to Franchise Business LLC, PO No. 2086-CF for \$204,728.88 awarded to Franchise Business LLC, PO No. 2105001-CF for \$700,000.00 awarded to Franchise Business LLC, PO No. 2105002-CF for \$20,000.00 awarded to Franchise Business LLC, PO No. 2105003-CF for \$208,728.88 awarded to Franchise Business LLC, and PO No. 2105004-CF for \$207,744.88 awarded to Franchise Business LLC.

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FY 2022 Port Modernization Plan  
 Grant/Bond Strategy - Monthly Update  
 As of March 31, 2022

Grant Program	Fiscal Year Award	Fiscal Year Balance	Fiscal Year Balance	PROCEEDS FROM PD Number	State
D0W-2118-FI-0001-201 - Maintenance and Subcontract Contract for TMSR-repair of ASAC 23V	\$20,809.00	\$20,234.25	\$20,234.25	PD No. 2323-00 - American Samoa B-Engineering No.79424	PD # 2323-00 has been awarded and Puckler O'Neil is the ASAC Engineer. The contract has been awarded and work has commenced.
D0W-2118-FI-0001-201 - Modernization CTR System Configuration Contract with CDMA II	\$360,807.20	\$10,710.00	\$350,097.20	PD No. 2323-00 - Contract No. 3242-007-00 PD No. 2323-00 - Supply Agreement, No. - 512,212,39 No. 79424	See Port Enterprise Fund - Project K.
CDMA II CDMA-2118-FI-0001-201 - Analysis & Procurement of New Power Inverter & Components and Control 3	\$176,882.00	\$0.00	\$176,882.00		Contract awarded on Dec. 7, 2021. Anticipated start date and completion projected for late 2022. Project delivery of hardware (inverters and batteries) is scheduled to begin in the first quarter of 2022. The contract is for the purchase of 100 inverters and 200 batteries. The hardware is expected to be delivered in the first quarter of 2022. The contract is for the purchase of 100 inverters and 200 batteries. The hardware is expected to be delivered in the first quarter of 2022.
D0W-2118-FI-0001-201 - Analysis of Thermal Tracking/Welder for Iron System	\$201,208.00	\$0.00	\$201,208.00		An Environmental and Technical Preparation (ETP) Review for the project has been completed by ERM. The ETP includes a copy of the clearance for Dec. 15, 2021. The ETP is included in the project file. The contract is for the purchase of 100 inverters and 200 batteries. The hardware is expected to be delivered in the first quarter of 2022.
D0W-2118-FI-0001-201 - Acquisition of Temperature Monitor (and related) for the ETP	\$390,001.90	\$0.00	\$390,001.90		An Environmental and Technical Preparation (ETP) Review for the project has been completed by ERM. The ETP includes a copy of the clearance for Dec. 15, 2021. The ETP is included in the project file. The contract is for the purchase of 100 inverters and 200 batteries. The hardware is expected to be delivered in the first quarter of 2022.
<b>Public Assistance</b>	<b>\$598,517.80</b>	<b>\$87,713.14</b>	<b>\$466,964.76</b>		
CDMA - Television Broadcast Service	\$9,000.00	\$9,000.00	\$9,000.00		
Hawaiian Maritime Grant Program Funding from the Office of Project	\$880,104.00	\$0.00	\$880,104.00		Notification of Award received by the PMS on Dec. 30, 2021. The contract is for the purchase of 100 inverters and 200 batteries. The hardware is expected to be delivered in the first quarter of 2022.
Wahaloa 1 on Rebuilding Fund	\$199,435.00	\$0.00	\$199,435.00		
East Police Hawaii State Police - Operations and Services	\$18,000.00	\$0.00	\$18,000.00		
Good Stated Projects New Administration Building	\$45,238,890.00	\$4,428,127.24	\$46,802,582.24		Three draft budget options for the Administration Building have been developed by the PMS for approval by the Board of Directors. The options are being reviewed by the Board of Directors. The contract is for the purchase of 100 inverters and 200 batteries. The hardware is expected to be delivered in the first quarter of 2022.
Weather Preparedness and Response	\$8,000,000.00	\$208,888.58	\$8,193,111.48	PD No. 2023-03 - ABC-ENGW awarded to HC Mariotti	PD contract awarded on Dec. 15, 2021. The contract is for the purchase of 100 inverters and 200 batteries. The hardware is expected to be delivered in the first quarter of 2022.
TOTAL Available Project and Program Wahaloa 1 Region and Upgrades	\$3,024,800.00	\$148,296.32	\$3,173,096.32	PD No. 2023-03 - ABC-ENGW awarded to HC Mariotti	
Good Stated Projects and Program	\$2,000,000.00	\$5,027,965.51	\$2,047,965.51	PD No. 2023-03 - ABC-ENGW awarded to HC Mariotti	

## FY 2022 Pave Modernization Plan Grant/Bond Strategy - Monthly Update As of March 21, 2022

Grant Program	Total Available Amount	Total Drawn Down	Total Remaining Balance	FISCAL YEAR / FUND NUMBER	Notes
Foundation of Vermont Forest Service   Other Forests Projects	531,274,293.00   24,590,748.20	512,683,544.80   26.00	18,590,748.20   24,564,158.20	FISCAL YEAR 2022 / FUND NUMBER 10    FISCAL YEAR 2023 / FUND NUMBER 10	1. These year to date's total program costs are for the total cost of the project. The amount shown is the total amount of the grant/bond funding. All funding is anticipated to be for FY 2022-2023.  2. The amount shown is a pending order analysis of program costs.  3. These year to date's total program costs are for the total cost of the project. The amount shown is the total amount of the grant/bond funding. All funding is anticipated to be for FY 2022-2023.  4. The amount shown is a pending order analysis of program costs.
Other Forests Projects - Vermont Forest Service Management System	24,590,748.20	26.00	24,564,158.20	FISCAL YEAR 2022 / FUND NUMBER 10	1. These year to date's total program costs are for the total cost of the project. The amount shown is the total amount of the grant/bond funding. All funding is anticipated to be for FY 2022-2023.  2. The amount shown is a pending order analysis of program costs.
<b>Other Total</b>	<b>\$53,143,531.00</b>	<b>\$8,322,460.80</b>	<b>\$44,821,070.20</b>		

No. Consultant/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Term	Initial Term	Expiration After Options	Next Renewal Date	Annual Amount (Comments / Notes)
<b>PROFESSIONAL SERVICES</b>								
1	Web Development, Hosting Support and Maintenance Services	IFB-002-20	IT	3 years w/ 1 yr options	01/01/2020 to 03/31/2023 w/ 2 1yr options	03/31/25	03/31/23	Fees based on rates
2	Auto Insurance	OSA/PAG-020-17	Finance	5 years	08/01/2017 to 05/30/2022	05/30/22	05/30/21	Recontract based
3	Workers Compensation Coverage	IFB-PAG-000-19	Finance/Person	3-years	3/20/20 to 3/19/23	03/19/23	03/19/23	
4	PLAC for Capacity Grants	FF-020-005	Grants	5 years auto-renewed to 20 years	11/01/21 to 11/01/23		11/01/25	\$2000 per month
5	Bank of Guam	FF-020-004	Finance	5 years	7/19/21 to 3/13/26	03/13/26	05/24/26	
6	NAAM QR Guam	FF-PAG-021-002	Contractual	5 years				Currently under con- tract renewal
7	Omega Safety	FF-017-005	Human Resources	3 yr w/ 3-1yr options MTR 5 years	8/21/2018 to 3/13/2021	03/13/23	08/13/22	
8	Pacific Health Services Inc.	FF-020-003	Human Resources	Initial 3yr term with 2 add'l one-yr options, total 5 years	06/15/20 to 01/01/2019	06/15/23	06/15/23	
9	Webb Appraisal	FF-021-004	Contractual	3 yrs w/ 2 options	10/01/21 to 10/01/24	10/01/26	10/01/24	Task Order based
10	Talco-Care Plus PHD	FF-017-002	Human Resources	3 yr w/ 2 options MTR 5 years	9/21/17 to 3/26/20	03/26/22	09/26/22	
11	Tribun Cross LLC	FF/PAG-006-20	Human Resources	1 Year	08/20/20 to 08/19/21	08/19/21	08/19/21	DMU - Indefinite Contract with 1-yr
12	Triller Technical Query	FF-019-004	Contractual	5 years	04/01/21 to 03/31/26	04/01/21	03/31/26	
13	Deloitte & Touche	FF-018-003	Finance	FF-018, FF-019, FF-020, w/ 3yr Option	FF-018, FF-019, FF-020, w/ 3yr Option	12/31/2022	12/31/2021	Final Contract Year

No.	Contractor/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Terms	Initial Term	Expiration After Options	Next Renewal Due Date	Annual Revenue (Comments / Notes)
14	WSP USA Inc.	Call - Queue Agent Enlight.	RFP-021-002	Planning	3 yr w/ 3 options NTP 5 yrs	10/22/21 to 10/22/23	10/22/24	10/21/23	\$1.5M
15	M.C. Macalik & Associates	A/E Design and Consulting Services Golf No.	RFP 019-002	Engineering	3 years w/2 1 yr options	11/25/19 to 11/25/22	11/19/2024	11/29/2022	\$484K
16	M.C. Macalik & Associates	A/E Design, Consulting Services (CMAA), Warehouse No. L, Westfield Refurbition	RFP 019-003	Engineering	3 years w/2 1 yr options	02/02/20 to 02/02/23	2/2/2025	2/22/2023	\$1,403,427.48
17	G140	Construction Management Services	RFP 020-001	Engineering	will be 2 years w/ 3 opt/ 1 one year option see us exceed 5 yrs	3/25/21 to 3/25/22	3/22/2025	3/15/2023	Contract signed 3/15/2021

**CONSTRUCTION CONTRACTS**

No.	Contractor/Vendor	Type of Service	Solicitation Method Reference No.	Division	Contract Terms	Initial Term	Expiration After Options	Next Renewal Due Date	Annual Revenue (Comments / Notes)
1	ProPacific Builders	Repairs Crack and Spalling at CFS Building	IFB-23-004	CIP	180 days from NTP	currently ongoing 80 days extension			new completion date Mar 31, 2022
2	Gwin Shipyard	Design Demolition of 5 Inoperable Port Cranes and One Barge at F-6	MIS FB 021002	CIP/EOMR	100% Performance, Labor and material Bidding received, PO and NTP issued 9/30/23	310 calendar days			\$2,573,155.00
3	Gwin Shipyard	Supply and Install of Fendering System at F-3	IFB 021-001	CIP	243 calendar days from NTP				\$297K NTP was issued
4	Cal Pac	Installation of CCTV Surveillance system and ACS control replacement	IFB 023-11	Planning / CIP		210 days from NTP			\$1.2 million
5	ProPacific Builders Corp.	Replacement of 125 each Repair Raceplates	IFB-21-007	CIP	183 days from NTP	162 calendar days			\$500,000.00
6	Pacific Federal Management Inc	Design Build and Replacement of 3 Metal Gatebooths	IFB-0021-11	CIP		275 days from NTP			\$157,557.00
7	BAHE and Sons	Waterline Repacement Project	IFB-021-005	CIP	365 calendar days from NTP	365 calendar days			\$4,864
8	SPPC	Ultra Low Sulfur Diesel Fuel Bid	IFB-022-002	Trans/Ops	3 years with 2 options	Awarded			\$450k approx.

**Port Authority of Guam  
Active Project Status  
Engineering Division**

**As of March 21, 2022**

**Fact Sheet No. 113**

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

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

<b>Project:</b>	<b>A/E Services EQMR, WH I, Bldgs. &amp; Relocation of PAG Water Line (Design Phase)</b>
<b>Project No.:</b>	<b>RFP-PAG-019-003</b>
<b>Project Design Fees:</b>	<b>\$1,406,427.48</b>
<b>Amount Paid to date:</b>	<b>\$1,187,186.76. Remaining Balance of \$219,240.72 is to be paid as post design services for all three design projects.</b>
<b>Funding Source:</b>	<b>PAG Bonded Projects</b>
<b>Designer:</b>	<b>N.C. Macario and Associates</b>
<b>Construction Manager:</b>	<b>TBD</b>
<b>Notice to Proceed to Designer:</b>	<b>February 17, 2020</b>
<b>Project Completion:</b>	<b>8 months (October 16, 2020 was the initial deadline. However, due to COVID, PDP was extended to December 4, 2020) Project design was completed by December 4, 2020.</b>
<b>Work Status:</b>	<b>when the bid documents including drawings, specifications, summary scope of work, determination of need, bid schedule, and the cost estimate were submitted to the Procurement Division.</b>

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

<b>Project</b>	<b>EQMR Building Upgrades (Construction Phase)</b>
<b>Project No.:</b>	IFB-PAG-CIP-021-010
<b>Project Amount:</b>	\$3,980,000.00
<b>Amount Paid to date:</b>	None
<b>Funding Source:</b>	PAG Bonded Project
<b>Contractor:</b>	JJ Global Services
<b>Designer:</b>	N.C. Macario and Associates
<b>Construction Manager:</b>	PAG CIP/Engineering Division
<b>Notice to Proceed:</b>	TBD
<b>Project Completion:</b>	TBD
<b>Work Status:</b>	Bid Opening was conducted by Procurement Division on January 3, 2022 at 2:00 P.M. Two Contractors submitted their bid proposal. JJ Global Services is the lowest bidder in the amount of \$3,980,000.00. PAG Management approved request for supplemental budget for the project to cover the shortfall and move forward. Currently, PAG awaits the Public Utility Commission approvals prior to issuance of the project contract agreement, purchase order and the official notice to proceed.

<b>Project</b>	<b>PAG Waterline Replacements (Construction Phase)</b>
<b>Project No.:</b>	IFB-PAG-CIP-021-005
<b>Project Amount:</b>	\$4,856,568.91
<b>Amount Paid to date:</b>	None
<b>Funding Source:</b>	PAG Bonded Project
<b>Contractor:</b>	BME and Son's
<b>Designer:</b>	N.C. Macario and Associates
<b>Construction Manager:</b>	PAG Engineering CIP/Engineering Division
<b>Notice to Proceed:</b>	TBD
<b>Project Completion:</b>	TBD
<b>Work Status:</b>	On December 7, 2021 at 2:00 P.M. Procurement conducted the bid opening and five bidders submitted their bids with the lowest bidder at \$4,856,568.91. The contract agreement, purchase order and the official Notice to Proceed was issued to the contractor BME & Sons on March 21, 2022 during the pre-construction meeting.

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

**Project:** Supply and Installation of New 24 Ea. Cylindrical Fendering System at F-3 and 10 Ea. New Rubber Leg Arch Fender at Wharf F-4 thru F-6  
**Project No.:** IFB -PAG-CIP - 021-001  
**Project Amount:** \$298,259.00  
**Amount Paid to date:** None  
**Funding Source:** FEMA and PAG  
**Contractor:** Guam ShipYard (Guam Industrial Services Inc.)  
**Construction Manager:** PAG Engineering/CIP Division  
**Notice to Proceed:** June 10, 2021  
**Project Completion:** June 2022  
**Work Status:** As of February 8, 2022, according to the contractor the required fendering materials have not yet arrived on the island. Timely completion of this project using originally earmarked funds is becoming more challenging as the FEMA Grant portion has to be extended. The Contractor has requested for an extension due to the supply chain issues cited.

**Projects:** Harbor of Refuge Pump Station and Installation of Wastewater Ejector Pump and Harbor of Refuge Installation of Mooring Blocks  
**Project No.:** IFB-PAG-CIP-022-001  
**Project Amount:** TBD  
**Amount Paid to date:** N/A  
**Funding Source:** Dept. of Agriculture Fish and Wildlife Boating Infrastructure Grant  
**Contractor:** TBD  
**Construction Manager:** PAG Engineering/CIP Division  
**Notice to Proceed:** TBD  
**Project Completion:** TBD  
**Work Status:** Bid Opening scheduled for March 4, 2022 produce only one bidder. (ART Construction LLC) in the amount \$1,671,676.46 Dollars. Additional grant funds are currently requested by the PAG Planning Division to cover the shortfall of about one million Dollars.

**Project:** Rehabilitation of H-Wharf and Access Road (Construction Phase IFB)  
**Project No.:** Rebid IFB-PAG-022-002  
**Project Amount:** \$23,000,000  
**Amount Paid to date:** N/A  
**Funding Source:** Tiger Grant and PAG Revenue Bond  
**Contractor:** TBD  
**Construction Manager (CM):** GHD Engineering

<b>Notice to Proceed:</b>	TBD
<b>Project Completion:</b>	TBD
<b>Work Status:</b>	Three bid openings were conducted by the Procurement Division, two of which produced no bid. However, the third bid opened on January 28, 2022. Produced one bid by Sumitomo Construction in the amount \$59,883,065. Bid submittal is currently under review by PAG Procurement and Legal Divisions. The present design in our humble opinion is not conducive to bring the project cost anywhere near the existing budget.

<b>Project:</b>	Repair of Concrete Spalling in CFS Building
<b>Project No.:</b>	IFB-PAG-CIP-021-004
<b>Project Amount:</b>	\$197,700 + Approved Change Order in the amount \$163,585.80
<b>Amount Paid to date:</b>	\$165,896.64
<b>Funding Source:</b>	PAG 2021 Budget
<b>Contractor:</b>	ProPacific Builders Corporation (PPBC)
<b>Construction Manager:</b>	PAG Engineering/CIP Division
<b>Notice to Proceed:</b>	July 14, 2021
<b>Project Completion:</b>	New completion date is March 31, 2022.
<b>Work Status:</b>	On January 28, ProPacific Builders Corporation submitted a change order for an additional spalls and cracks quantity in the amount of \$163,585.80 that was not included in the original bid quantity. PAG Management approved this change order and the project is proceeding as planned and near completion. The final inspection is scheduled on March 22, 2022.

<b>Project:</b>	Installation of Dock "B" Agat Marina
<b>Project No.:</b>	TBD
<b>Project Amount:</b>	TBD
<b>Amount Paid to date:</b>	N/A
<b>Funding Source:</b>	Dept. of Interior, Dept. of Agri. Fish and Wildlife, DOA/WR and PAG 2021 Budget Share
<b>Contractor:</b>	TBD
<b>Construction Manager:</b>	PAG Engineering/CIP Division
<b>Notice to Proceed:</b>	TBD
<b>Project Completion:</b>	TBD
<b>Work Status:</b>	A coordination meeting was held on February 15, 2022 between Procurement, Planning, CIP/Engineering and PAG Legal Divisions. According to the Procurement Division, a pre-bid conference and a site visit is scheduled on March 24, 2022 @ 10:00 AM.

<b>Project:</b>	Installation of Canopy Fronting Building Maintenance Bay of EQMR Building
<b>Project No.:</b>	IFB No. PAG-CIP-021-008
<b>Project Amount:</b>	\$92,000.00
<b>Amount Paid to date:</b>	N/A
<b>Funding Source:</b>	PAG Budget 2021
<b>Contractor:</b>	Pro Pacific Builders
<b>Construction Manager:</b>	PAG Engineering
<b>Notice to Proceed:</b>	August 31, 2021
<b>Project Completion:</b>	September 15, 2022
<b>Work Status:</b>	Contractor (PPBC) obtained the building permit from DPW and is planning to commence construction activities shortly.



**Project:** Replacement of 125 Each Reefer Outlets Receptacles  
**Project No.:** IFB No. PAG-CIP-021-007  
**Project Amount:** \$600,000.00  
**Amount Paid to date:** N/A  
**Funding Source:** PAG Budget 2021 and FY-2022 Budget  
**Contractor:** PRO PACIFIC Builders Corporation (PPBC)  
**Construction Manager:** PAG Engineering  
**Notice to Proceed:** TBD  
**Project Completion:** TBD  
**Work Status:** PAG Procurement, CIP/Engineering, Facility Maintenance Division and PAG Management entered into negotiation with the Pro Pacific Builders Corp. (PPBC). The project bid amount of \$643,065.00 was reduced to \$600,000.00. In addition, Project has received its supplemental budgetary approval and was entered into E1 Requisition. Notice to Proceed was issued to PPBC on March 18, 2022.

**Project:** Remove/Replace 3 Each Metal Gate Booths with Reinforced Concrete Structures  
**Project No.:** IFB-PAG-CIP-021-011  
**Project Amount:** \$159,557.00  
**Amount Paid to date:** 00.00  
**Funding Source:** PAG CIP Internally Funded Projects  
**Contractor:** Pacific Federal Management  
**Construction Manager:** PAG Engineering/CIP Division  
**Notice to Proceed:** December 6, 2021  
**Project Completion:** 243 calendar days is the POP from the NTP date.  
**Work Status:** On March 15, 2022 Pacific Federal Management submitted a 100% design drawing for the final review and comments to be made by PAG Engineering Division. Following revisions to the drawings, PFM will apply for a DPW Building Permit.

**Project:** Installation of the 569 KVA Generator, ATS and Fuel Storage Tank at LC-3  
**Project No.:** RFQ-PAG-022-001-CIP  
**Project Amount:** \$62,939.58  
**Amount Paid to date:** N/A  
**Funding Source:** 2019 FEMA Port Security Grant Program  
**Contractor:** Top Builders  
**Construction Manager:** PAG Engineering/CIP Division  
**Notice to Proceed:** TBD  
**Project Completion:** Project POP is 45 calendar days due to its sensitivity  
**Work Status:** As of January 12, 2022, Engineering/Planning/Facility awaits arrival of the ATS according to the Procurement Division, the ATS is on route to Guam.

**Project:** Design-Build Repair the Northside Catwalk by the Agat Marina Boat Ramp  
**Project No.:** IFB-PAG-CIP-022-003  
**Project Amount:** \$80,000  
**Amount Paid to date:** N/A  
**Funding Source:** PAG Budget 2022  
**Contractor:** ProPacific Builders  
**Construction Manager:** Port Engineering/CIP Division  
**Notice to Proceed:** TBD

**Project Completion:** 180 Calendar Days  
**Work Status:** On February 14, 2022, Fanning, CIP/Engineering Division and Procurement Division conducted a Bid Opening of the Project. The lowest bidder the PacPacific Builders is expected to receive the Purchase Order from the Procurement Division shortly.

**Project:** Design, Demolition, Removal & Proper Disposal of 5 Inoperable Cranes and Optional Removal/Disposal of one Barge YFN 816  
**Project No.:** IFB -PAG-CIP - 021-002  
**Project Amount:** \$2,573,156  
**Funding Source:** PAG  
**Contractor:** Guam Ship-Yard "GSY" (Guam Industrial Services Inc.)  
**Construction Manager:** PAG  
**Notice to Proceed:** February, 2022  
**Project Completion:** October, 2023  
**Work Status:** On February 8, 2022, PAG Management Team and Guam Shipyard conducted a meeting of the Project. GSY submitted a Gantt Chart/Project Schedule and after review by the PAG Engineering it was determined that revisions are needed to this schedule. The Project has commenced, and the two RTG's "E" and "F" are brought down and some parts have been transferred to the Laydown Area across from the Industrial Ave. Next activity is to take place ceremonially on Wednesday March 23, 2022 when a section of a Gantry Crane will be cut by the Contractor. Following that event, the Mobile Crane (Big Blue) shall be dismantled as planned.

**Project:** Devanning Concrete Ramp Repair (Adjacent to the Old Weighing Scale)  
**Project No.:** IFB  
**Project Amount:** \$114,000  
**Amount Paid to date:** N/A  
**Funding Source:** PAG Budget 2022  
**Contractor:** TBD  
**Construction Manager:** Port Engineering  
**Notice to Proceed:** TBD  
**Project Completion:** 60 Calendar Days  
**Work Status:** The lowest bidder IAN Corporation has submitted their bid at \$69,979.21. Procurement Division is currently evaluating this bid.

**Project:** Harbor Master Roof and Miscellaneous Repair  
**Project No.:** RFQ  
**Project Amount:** \$63,500  
**Amount Paid to date:** N/A  
**Funding Source:** PAG Budget 2022  
**Contractor:** Top Builders  
**Construction Manager:** Port Engineering/CIP Division  
**Notice to Proceed:** March 21, 2022  
**Project Completion:** 122 Calendar Days  
**Work Status:** Engineering is currently reviewing the submittals provided by the contractor.

<b>Project:</b>	<b>Hagetna Marina Installation of Two (2) Gates in Dock A, B and Dry Dock Concrete Repair</b>
<b>Project No.:</b>	<b>RFQ</b>
<b>Project Amount:</b>	<b>\$45,000</b>
<b>Amount Paid to date:</b>	<b>N/A</b>
<b>Funding Source:</b>	<b>PAG Budget 2022</b>
<b>Contractor:</b>	<b>ProPacific Builders Corporation</b>
<b>Construction Manager:</b>	<b>Port CIP/Engineering Division</b>
<b>Notice to Proceed:</b>	<b>TBD</b>
<b>Project Completion:</b>	<b>60 Calendar Days</b>
<b>Work Status:</b>	<b>The contractor has submitted documents to the Engineering Division for review and approval.</b>

<b>Project:</b>	<b>Painting of Exterior, Interior and Roof Coating of CFS Building</b>
<b>Project No.:</b>	<b>In-House</b>
<b>Project Amount:</b>	<b>N/A</b>
<b>Amount Paid to date:</b>	<b>N/A</b>
<b>Funding Source:</b>	<b>PAG Budget FY 2022</b>
<b>Contractor:</b>	<b>TBD</b>
<b>Construction Manager:</b>	<b>Port CIP/Engineering Division</b>
<b>Notice to Proceed:</b>	<b>TBD</b>
<b>Project Completion:</b>	<b>180 Calendar Days</b>
<b>Work Status:</b>	<b>Engineering received the returned request Memo for the project account number by Finance Division that the complete painting of the subject project will be performed by the Port In-House Facility Maintenance Section due to lack of funding. Prompt and complete coating of the CFS Building following the ongoing major spall and crack repairs will be performed in-house. Any delays in performing the coating work shall result in premature development of new spalls and cracks.</b>

Port Authority of Guam  
Operations Division Report  
February 2022

I. **OVERVIEW**

Vessel Calls	22
Cans Handled	7,870
Special Service(s)	88

a. **Productivity**

Vessel Op	Avg NMPH	TOP GANG	M/Hr
Matson			
Domestics	25.1	6	29.1
Feeder	21.5	5	23.0
MSA			
Barges	22.7	2	24.5
Kyowa, Candor	18.7	1	24.2
Ambyth			
Mariana/Triton	12.2	4	30.0
MELL			
Kotas	22.3	3	23.0
APL			
Herodote/Saipan	23.2	6	26.9

b. **Equipment Status**

	ON			
As of: 02/28/2022	HAND	UP	RM	Repair
GANTRYs	3	3		
TOP LIFTERS	9	4		5
20T FORKLIFT	2	2		
10T FORKLIFT	4	3		1
5T FORKLIFT	8	8		
TRACTORS	23	19		4

II. **YEAR TO DATE**

a. Vessels\_YTD 100

b. Can\_Cnt YTD

February	FY21		FY22		Variance	
	I	E	I	E	I	E
Local	13711	13573	14261	14268	4%	5%
TS	2503	2683	2469	2669	-1%	-1%
TSMT	1141	1209	1564	1447	37%	20%
TTL	17355	17465	18294	18384	5%	5%

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

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

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Work Injury Summary for this reporting period: 3/22/2022

Total Injuries for FY-22 to date: -3-Injury

1-- Lost-time

0-- Recordable

2-- Refused Medical Attention

Last disabling work injury was on: 03/14/22

Number of days since last disabling 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.

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