

THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY

Board of Commissioners Meeting

Friday, December 10, 2021 at 12:00 PM.

This meeting is open to the public via Zoom.

Topic: GHURA BOC Mtg., Friday, December 10, 2021

Time: Dec 10, 2021 12:00 PM Guam, Port Moresby

Join Zoom Meeting

<https://us06web.zoom.us/j/82341372924?pwd=b1hFMzRDQVZKVTB3K25EN2pYbU14QT09>

Meeting ID: 823 4137 2924

Passcode: 633329

AGENDA:

I. ROLL CALL

II. BOARD MEETING PUBLIC ANNOUNCEMENTS

III. APPROVAL OF PREVIOUS BOARD MINUTES – November 26, 2021

IV. NEW BUSINESS

1. Intent of Award for IFB#GHURA-022-002-S8; Disassembly, Purchase and Installation of Section 8 Workstations
2. Notice of Intent to Award for IFB#GHURA-08-20-2021; Replace Existing Exterior Doors at GHURA AMP1 and GHURA AMP2
3. Notice of Intent to Award for IFB#GHURA-08-26-2021; Design – Build and Construction of Two New Homes
4. Notice of Intent to Award for IFB#GHURA-09-28-2021; Section 8 – Office Expansion in Sinajana
5. Summary of Deputy Director, Board Evaluations
6. Summary of Executive Director, Board Evaluations
7. Resolution No. FY2022-006; Resolution approving the updated GHURA compensation plan for recruiting purposes

V. GENERAL DISCUSSION/ANNOUNCEMENTS

1. Next proposed scheduled Board Meeting – Friday, January 07, 2022

VI. ADJOURNMENT

The complete Board packet may be viewed on our website at www.ghura.org.

For more information, please contact Audrey Aguon at 475-1378 and for special accommodations, please contact Chief Planner - Designated Section 504 / ADA Coordinator at 475-1322 or TTY 472-3701.

This advertisement was paid for by GHURA.

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 - 2. Summary of Executive Director, Board Evaluations**
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 - 1. Next proposed scheduled Board Meeting – Friday, January 14, 2022**
- VII. ADJOURNMENT**

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**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M., December 10, 2021
GHURA's Main Office (via Zoom)
1st floor, Conference Room, Sinajana
AGENDA**

I. ROLL CALL

II. BOARD MEETING PUBLIC ANNOUNCEMENTS

1st Printing - Thursday, December 02, 2021

2nd Printing - Wednesday, December 08, 2021

III. APPROVAL OF PREVIOUS BOARD MINUTES – November 26, 2021

IV. NEW BUSINESS

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V. GENERAL DISCUSSION / ANNOUNCEMENTS

1. Next proposed scheduled Board Meeting: Friday, January 7th, 2022
@ 12:00 p.m.

VI. ADJOURNMENT

Taliban wages campaign of targeted killings against former members of Afghan security forces

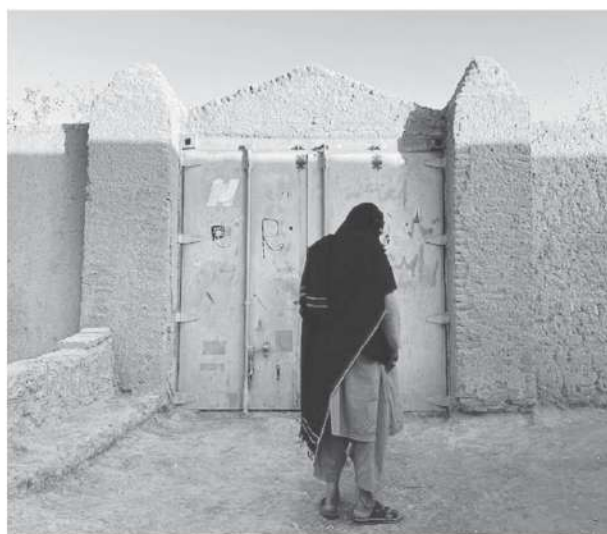
By Susannah George
The Washington Post

LASHKAR GAH, Afghanistan — It was dark and the streets deserted one night in late August when the former intelligence officer heard banging on his neighbor's gates. Then, women screaming.

"Please don't kill them," they pleaded, "have mercy." The former officer crawled to his roof to see three attackers pulling two men out into the street below him. The gunmen wore Taliban insignia and drove a confiscated green pickup truck, previously issued to Afghan police and now used exclusively by the Taliban.

The two men had served as border police under the previous Afghan government, according to the former officer. "You killed many of our Mujahideen," he heard one of the attackers say as the group raised their guns and shot both men multiple times in the face and chest.

The bodies were left on the side of the street. The next morning, after the family buried their sons, they fled and changed their phone numbers. "No one knows where they are," said the former officer, who, like others in this story, spoke on the condition of anonymity out of fear of reprisals from



TARGETS:
The father of the former police officer outside his home's front gate in Helmand, where a group of men he said were Taliban fighters abducted and killed his son.
Susannah George/
The Washington Post

the Taliban.

Scenes like this became a near-nightly occurrence in southern Afghanistan after the Taliban took control of the country in August, according to more than a dozen family members of victims and former Afghan officials, as fighters carried out a broad campaign of targeted killings against their former foes.

The stories in Helmand, Kandahar and elsewhere were echoed in a Human Rights Watch report released

Tuesday that documented more than 100 killings and abductions of former Afghan officials since August. The New York-based research group described the violations as on the rise and deliberate.

The killings come despite a pledge to grant amnesty to former Afghan security forces and government officials, demonstrating that building international pressure for the group to respect human rights has done little to sway the Taliban from the use of indiscriminate violence to respond to groups and individuals perceived as threats.

Taliban spokesmen did not respond to requests for comment about the killings.

The former officer who witnessed the late-night raid on his street also lost three family members to targeted killings since the Taliban takeover. His brother, uncle and cousin, former police and intelligence officers, were picked up by Taliban fighters from the central bazaar, according to witnesses who informed the family. Days later, a picture posted to Facebook showed the men dumped at a prominent roundabout beneath a statue of a dove.


When the family retrieved the bodies, "they all still had the amnesty letters in their pockets," the former officer said. That day, he considered fleeing but couldn't. As the oldest remaining son, he has to provide for his elderly parents who are too frail to travel.

"Of course I'm afraid the knock at the door will also come for me one night," he said.


Patricia Gossman, an associate director and co-author of the Human Rights Watch report, said the violence was unlikely to be carried out by rogue Taliban fighters.

"The Taliban have always prided themselves on command and control of their ranks, so it would be pretty hard to believe that killings on this scale could go on without senior officials in Kabul even being aware," Gossman said.

If senior Taliban officials are aware of the killings but doing nothing to stop it, she said, "in every respect they are condoning" the actions of their fighters.



GHURA
Guam Housing and Urban Renewal Authority
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117 Bien Venida Avenue, Sinajana, GU 96910
Phone: (671) 477-9851 • Fax: (671) 300-7565 • TTY: (671) 472-3701
Website: www.ghura.org



Joshua F. Tenorio
Lieutenant Governor of Guam

FINDING OF NO SIGNIFICANT IMPACT AND NOTICE OF INTENT TO REQUEST RELEASE OF FUNDS SINAJANA WALKS PAID FOR WITH HUD FUNDS BY GHURA

December 2, 2021
Government of Guam/Guam Housing and Urban Renewal Authority
117 Bien Venida Ave., Sinajana, Guam 96910
Attention: Sonny P. Perez, PE: (sperez@ghura.org)

These notices shall satisfy two separate but related procedural requirements for activities to be undertaken by the Guam Housing and Urban Renewal Authority.

REQUEST FOR RELEASE OF FUNDS

On or about December 20, 2021 the Guam Housing and Urban Renewal Authority (GHURA) will submit a request to the Director of the Office of Community Planning and Development, U.S. Department of Housing and Urban Development, Hawaii State Office-Pacific/Hawaii Region, for the release of Community Development Block Grant funds under Title I of the Housing and Community Development Act of 1974, as amended, to undertake a project known as the Sinajana Walks.

Project / Funding Source	Project Locations	Budget Amount
Sinajana Walks CDBG FY2020	Calle Tutu'yan, Chalan Guma Yu'us, Eron Lane and various locations in Sinajana, Guam, 96910	\$150,000.00

FINDING OF NO SIGNIFICANT IMPACT

The GHURA has determined that the project will have no significant impact on the human environment. Therefore, an Environmental Impact Statement under the National Environmental Policy Act of 1969 is not required. Additional project information is contained in the Environmental Review Record (ERR) on file at GHURA's Main Office, located at 117 Bien Venida Avenue, Sinajana, Guam and may be examined or copied weekdays 8:00 a.m. to 5:00 p.m.

PUBLIC COMMENTS

Any individual, group, or agency may submit written comments on the ERR to the GHURA's Main Office, Attention: Sonny P. Perez, Architectural and Engineering Division. All comments received by the 20th of December 2021 will be considered by GHURA prior to authorizing submission of a request for release of funds. Comments should specify which notice they are addressing.

ENVIRONMENTAL CERTIFICATION

The Government of Guam certifies to the Director of the Office of Community Planning and Development, U.S. HUD, Hawaii State Office-Pacific/Hawaii Region that Lourdes Lean Guerrero in her capacity as Governor of Guam consents to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to the environmental review process and that these responsibilities have been satisfied. The U.S. HUD Hawaii State Office's approval of the certification satisfies its responsibilities under NEPA and related laws and authorities and allows GHURA to use Program funds.

OBJECTIONS TO RELEASE OF FUNDS

The Office of Community Planning and Development, U.S. HUD Hawaii State Office-Pacific/Hawaii Region will accept objections to its release of fund and the Government of Guam's certification for a period of fifteen days following the anticipated submission date or its actual receipt of the request (whichever is later) only if they are on one of the following bases: (a) the certification was not executed by the Certifying Officer of the Government of Guam; (b) Government of Guam has omitted a step or failed to make a decision or finding required by HUD regulations at 24 CFR Part 58; (c) the grant recipient or other participants in the development process have committed funds, incurred costs or undertaken activities not authorized by 24 CFR Part 58 before approval of a release of fund by U.S. HUD, Hawaii State Office-Pacific/Hawaii Region; or (d) another Federal agency acting pursuant to 40 CFR Part 1504 has submitted a written finding that the project is unsatisfactory from the standpoint of environmental quality. Objections must be prepared and submitted in accordance with the required procedures (24 CFR Part 58, Sec. 58.76) and shall be addressed to Mr. Mark Chandler, Director, Office of Community Planning and Development, U.S. Dept. of Housing and Urban Development, Hawaii State Office-Pacific/Hawaii 1132 Bishop Street, Suite 1400, Honolulu, HI 96813, (808) 457-4678. Potential objectors should contact the aforementioned office to verify the actual last day of the objection period.

/s/ Ray S. Topasna,
Executive Director

This advertisement is paid with GHURA CPD funds.



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Guam Housing and Urban Renewal Authority
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117 Bien Venida Avenue, Sinajana, GU 96910
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Website: www.ghura.org



Joshua F. Tenorio
Lieutenant Governor of Guam

**Board of Commissioners Meeting
Friday, December 10, 2021 at 12:00 PM.
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Time: Dec 10, 2021 12:00 PM Guam, Port Moresby

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CURRENCY EXCHANGE RATES
On Dec. 7, \$1 was worth:

Keep posted and get more data and details online. Log on to see real time market data with our stock market tool at postguam.com/stock_market.

50.378 PHP	113.730 JPY	1,179.40 KRW	27.756 TWD	6.3682 CNY	1.4092 AUD	0.8857 EUR
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Matson to raise rates for Guam, CNMI, Micronesia

Ocean carrier Matson is raising rates for Guam and the Commonwealth of the Northern Mariana Islands.

"In order to offset increasing costs of operation and continuing investment in service improvements, Matson's rates for Guam and CNMI cargo service will increase ... effective Jan. 30, 2022," the company stated in a Dec. 2 email to customers.

For Guam and the CNMI, westbound and eastbound rates will increase by:

- \$250 per container.
- \$350 for intermodal container
- \$50 for a vehicle.
- \$25 for hazardous cargo.

Rates for the rest of Micronesia will



CONTAINERSHIP:
Matson's Aloha Class vessel, named after the late Hawaii Sen. Daniel K. Inouye, is greeted with a water salute as it arrives on Guam in July 2020. The containership is one of Matson's newest. Post file photo

increase starting Feb. 6.

- \$200 for a 20-foot and \$300 for 40-foot westbound container.
- \$300 for an eastbound container.
- \$50 for a vehicle.

- \$25 for hazardous cargo.

"Incremental annual rate increases such as these are necessary to maintain stable, reliable and convenient service tailored to the region's needs

over the long term. This year, we are also experiencing higher costs related to West Coast port congestion, land-side supply chain delays, and extraordinary inflationary impacts on equipment," Matson stated in its email.

The company reported its net income increased from \$162 million in the second quarter to \$283 million in the third quarter of this year.

FedEx to hike rates

FedEx also has announced it will hike shipping rates early next year due to rising costs associated with a "challenging operating environment," Yahoo Finance reported.

FedEx Freight shipping rates will increase by an average of 5.9% to 7.9%, depending on their zones. This rate hike will be levied on shipments within the United States, including Alaska, Hawaii, Puerto Rico, and the U.S. Virgin Islands and between the contiguous United States and Canada, FedEx announced, according to Yahoo Finance. **(Daily Post Staff)**

CDC, as expected, removes Guam from COVID-19 high-risk travel list

By Haidee Eugenio Gilbert
haidee@postguam.com

Guam and four other U.S. territories are no longer listed officially by the U.S. Centers for Disease Control and Prevention as destinations with COVID-19 risks for travelers.

The change took effect on Dec. 6, U.S. mainland time, which was Tues-

day on Guam.

For the Guam Visitors Bureau and the tourism industry, this is welcome news because it better positions Guam for reopening its tourism industry.

GVB Vice President Gerry Perez on Tuesday said this latest development has been implemented "as part of GVB's marketing strategies."

"What the removal means is that Guam and other U.S. territories will no longer be singled out," Perez said.

Removed from the CDC's regularly updated travel recommendation list are Guam, the Commonwealth of the Northern Mariana Islands, Ameri-

can Samoa, Puerto Rico and the U.S. Virgin Islands.

These territories now are considered U.S. domestic destinations, rather than foreign destinations.

None of the 50 states were included on the list, even if their COVID-19 vaccination rates have been lagging behind Guam's.

With the official removal of Guam from the list, travelers should have more confidence in Guam as a safe place to visit because of its high vaccination rate, its low COVID-19 positivity and hospitalization rates, robust testing and treatment, and businesses' overall compliance with

pandemic health and safety protocols, GVB officials said earlier.

Prior to Tuesday, Guam was on the CDC's list of destinations with "very high" or "Level 4" COVID-19 risk, with the agency advising travelers to be fully vaccinated before going to the island. That was an update from an earlier advisory against traveling to Guam.

But while Guam has just come out of a surge brought on by the highly virulent delta variant, the omicron variant of SARS-CoV-2, the virus that causes COVID-19, is threatening the new gains the tourism industry has seen the past few months.



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THE GUAM DAILY POST



**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M. December 10, 2021
GHURA Main Office (via Zoom Video Conference)
1st floor, Conference Room, Sinajana
BOC MEETING MINUTES**

I. ROLL CALL

After notice was duly given, pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regularly scheduled board meeting was called to order at **12:07 P.M., Friday, December 10, 2021** at the GHURA Sinajana Main Office, 1st floor Conference room, by Acting Chairwoman Guzman. She indicated that 5 members of the Board of Commissioners were present, representing a quorum and that the meeting would proceed as scheduled.

<p>PRESENT: Monica Guzman, Acting Chair George Pereda, Commissioner Anisia Delia, Commissioner Karl Corpus, Resident Commissioner Frank Ishizaki, Commissioner (VIA ZOOM)</p> <p>ABSENT:</p> <p>LEGAL COUNSEL: Anthony Perez, Esq.</p>	<p>MANAGEMENT & STAFF: Ray Topasna, Executive Director Elizabeth Napoli, Deputy Director Audrey Aguon, Special Assistant Kimberly Bersamin, HR Administrator Katherine Taitano, CPD/RP&E Manager Sonny Perez, A/E Manager Lucele Leon Guerrero, Controller Greta Balmeo, Buyer Supervisor</p> <p>PUBLIC: (VIA ZOOM VIDEO CONFERENCE)</p>
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II. BOARD MEETING PUBLIC ANNOUNCEMENTS

1st Printing – Thursday, December 2, 2021.
2nd Printing – Wednesday, December 8, 2021.
ACKNOWLEDGED.

III. APPROVAL OF PREVIOUS BOARD MINUTES

[191/21] Commissioner Pereda motioned to approve the meeting minutes of Friday, November 26, 2021, subject to corrections. The motion was seconded by Commissioner Delia. With no objections by the other board members, the motion was approved.

IV. NEW BUSINESS

1. Intent to Award: IFB GHURA 022-002-S8; Disassembly, Purchase and Installation of Section 8 Workstations

[192/21] Director Topasna stated the following:

- GHURA issued an invitation for bid for the disassembly, the purchase, and the installation of Section Eight workstations to include some minor modification work or some demolition work to accommodate the new cubicles.
- Three firms responded to the bid. They are Product Solutions, M80 and Hanson LLC.
- This particular bid is divided into two parts:
 1. Bid item number one is for the demolition of Section 8 kitchenette, additional network cabling, and removal and installation of new carpeting.
 2. Bid item number two is the disassembly of the existing workstations and the purchase and installation of 17 new workstations.
 3. Upon procurement's review of the bid submissions, all bidders were determined to be responsive and met all the specifications for this IFB. For this IFB, the award may go to separate bidders.
 4. GHURA is requesting for the Board to approve an award to the following bidders: Bid item #1 to the Product Solutions for \$40,603. Bid item #2 to Hanson LLC for \$65,639.60 for a total award of \$106,242.60.

Deputy Director Napoli indicated that the reason for the purchase of the disassembly and installation of the Section 8 workstations is because the Section 8 staff has grown due to the Emergency Housing Voucher program, the hiring of some inspectors, etc. The layout of the Section 8 area is needed to have new workstations that would take into consideration the social distancing and the mitigation measures for safety because of COVID and it's the Cares Act funding that is going to be paying for this. Another reason why the extension in the front is needed is because there is not enough room on that side.

Acting Chair Guzman inquired about why the project was divided into two items. Attorney Tony Perez stated that if you don't do an all or none, you will get a lower price. By not doing an all or none, you can award it to separate contractors to get the lowest price on each. Miss Greta Balmeo added that the reason behind separating the bid was because not all furniture companies had a contractor on retainer or worked with contractors. So in the event like M80, if they didn't have a contractor, companies who did were able to get them on contract, we would have to separate the bid. And in the event that one item was cheaper, than the other was more affordable. Acting Chair Guzman indicated that it seems like a lot of staff and work to manage two separate contracts rather than to manage one contract. She also added that she was glad to see that the staff had grown for Section 8 and that GHURA is taking the opportunity to make sure that the staff is in a safe working environment. Attorney Perez pointed out that if this bid was an all or none bid, GHURA would have to award to Product Solutions for a total of \$197,005. But because they are able to break it up, the total price is only \$106,000.

There were no further discussions.

[193/21] Commissioner Delia motioned to approve the Intent of Award, IFB GHURA 022-002-S8; Disassembly, Purchase, and Installation of Section 8 Workstations for Bid Item #1 to Product Solutions for a \$40,603 and Bid Item #2 to Hanson LLC for \$65,639.60 for a total of \$106,242.60. Commissioner Ishizaki seconded the motion. With no objections by the other board members, the motion was passed.

2. Notice of Intent to Award: IFB# GHURA-08-20-2021; Replace Existing Exterior Doors at GHURA AMP1 and GHURA AMP2

[194/21] Director Topasna stated the following:

- This bid is to replace existing doors at the Asan public housing units and Yona public housing units, two separate bids.
- (5) submissions came in and they are as follows: Genesis Tech, Asia Pacific International, OH Construction, Ability Solutions, and Surface Solutions.
- Base bid number (1) is for Asan public housing and Base bid number (2), just for clarification, is for Yona public housing.
- GHURA recommends issuing a Notice of Intent to Award to Genesis Tech.
- Genesis Tech's bid is 17% under the government estimate.
- Genesis Tech has been involved with GHURA's Mod projects for several years and is currently renovating units at Guma Trankilidat.
- The Notice of Intent to Award issuance is conditional and will be executed when GHURA receives approval notification from the AG's office, who is currently reviewing compliance pursuant to 5 GCA 5150, since the bid is above \$500,000.

Attorney Perez added that as the Special Assistant Attorney General he will be the one reviewing on behalf of the AG's office. Acting Chair Guzman inquired about whether the project included door jams and Commissioner Corpus inquired about whether disposal is included. Mr. Sonny Perez confirmed that both are included.

There were no further discussions.

[195/21] Commissioner Delia motioned to approve Notice of Intent to Award: IFB# GHURA-08-20-2021 to replace existing exterior doors at GHURA 26 AMP 1 and GHURA 100 AMP2 to Genesis Tech in the amount of \$734,660. Commissioner Corpus seconded the motion. With no objections by the other board members, the motion was passed.

3. Notice of Intent to Award: IFB# GHURA-08-26-2021; Design - Build and Construction of Two New Homes

[196/21] Director Topasna stated the following:

- This project is funded by the Home Investment Partnership Program.

- (2) companies submitted bids: Genesis Tech for \$650,000 and City Development Construction for \$946,875.
- The government estimate was pegged at \$664,450.
- GHURA recommends issuing a notice of Intent to Award to Genesis Tech. Their bid is 2% under the government estimate. The next closest bidder was 140% above.

Attorney Perez stated that similar to the last award, this is subject to a SAAG approval. This one's a little different than the award of the doors and we are still waiting for the AG's office to process the procurement and to provide us the checklist. Everything will be contingent upon my review and receipt of the procurement checklist directly from the AG's office.

Commissioner Pereda asked who the homes are being built for. Ms. Katherine Taitano stated that the homes are being built for homeownership and that GHURA will create a list of potential buyers.

Acting Chair Guzman requested that Ms. Taitano explain the Home Investment Partnership Program. Ms. Taitano stated that the Home Investment Partnership Program provides Guam with funding exclusively to provide for affordable homeownership, or affordable rental, or tenant based rental assistance or homebuyer. It's all based on expanding or improving or sustaining the supply and inventory of affordable housing. In this case, GHURA got approval some time ago to acquire or construct new homes for the purpose of selling to an eligible low-income family. Attorney Perez stated that GHURA is increasing the housing inventory in Guam and then sells them to a qualified family. Income is the basis of how we assist folks out here and up on top of that, we are building into the program, a provision that would ensure that the property has a compliance and affordability period. So, the individual in the unit who buys it has to adhere to certain deed restrictions and occupancy requirements for a period of about 15-20 years. If they choose not to continue, then the unit is put back into what's called resale and we will find another eligible family to purchase the unit. Attorney Perez added that families cannot just buy the homes and flip it as there are a lot of requirements to participate in the program.

Acting Chair Guzman asked if the size of the homes were 1600 sq.ft. and added that the size gives an idea of the cost to construct a home. Ms. Taitano indicated that these were the first ones to have come back in after seeing how the increases have been coming with respect to the commercial bids or the facilities bids. This is one of the first to come in as housing and it was right in line with what is being reported, industry wise on island. So the bottom line is it that we're probably going to be looking at deeper subsidies for the families. Ms. Taitano also added that GHURA has about 30 houses that it has either acquired, that are existing in the community and rehabbed, or built new. These families are doing fine for the most part. They're paying their mortgages on time and keeping their insurances up. This is an ongoing project that we intend to add to. Acting Chair Guzman inquired about the last time the program built new homes. Ms. Taitano stated that GHURA built five units in Astumbo several years ago. In between that time, the program has been working on affordable rentals and we consistently have a program for homeowners to be able to renovate their homes in order to bring them back to code. The challenges have been no different than what everyone else has been experiencing

through the COVID period and prior to that, with respect to finding contractors that have the staff capacity, the labor capacity, after being impacted by a lack of H2s. Acting Chair Guzman requested that Ms. Taitano provide her with the information on the last time a new home was built under the program.

Commissioner Ishizaki asked that Ms. Taitano explain the subsidy and financing for the program. Ms. Taitano stated that HUD HOME monies are used to construct homes. The objective is to find families who can afford to pay for the home and yet be able to still put food on the table and everything else. The program is capable of providing different types of subsidies. There are limits to it, but there is an opportunity for the program to be able to consider what that family needs, even beyond building the unit, to assist them to afford it. In some cases, that's a direct subsidy to the family. A direct meaning, the program will literally reduce the price of the home. The program has been financing these homes in house. So the program has been seller financing, but its real objective would be to find opportunities with the commercial lenders to take over the financing part so that we can concentrate on building more homes. Commissioner Ishizaki inquired about past sales and whether GHURA has ever gone out to the market for financing. Ms. Taitano indicated that because of our resale provision, it has been an uphill battle. The lenders on island are not fond of things that could restrict their ability in the event of a difficult client. But what we have at this point is a pool of clients that we have been housing, we've been housing those loans. And we're trying to schedule to meet some of the banks to see if they look to buying our loans or to taking them over so that we can then help the ones that are more challenged. Those that need maybe a little bit of education, a little bit of experience, in how to make those monthly payments. Some have made improvements.

Director Topasna asked Ms. Taitano to inform the board of the number of loans GHURA has. Ms. Taitano stated that they have a pool of about 30. Many years ago, when we were building we were able to build larger numbers of tract houses. We built in Astumbo and Asan. We were able to provide down payment and closing cost assistance loans to families and we've also had experience with rehab loans. So it's not new territory. The programs have gotten much more complex and we'd like to partner with the outside in order to provide a better assistance where their niche is financing, and ours is development and finding the clients.

Commissioner Pereda asked when the client owns the home. Ms. Taitano stated that the home is their home, we will close on it once the home is complete. When the home is their home, from that moment on, it does have a deed restriction and the covenants and restrictions that run with it are strictly required by the HOME program. It is fortunate that HUD has moved into the realm of supporting housing counseling. We have in-house housing counseling. Participants under the HOME program are required to do pre-purchase counseling with GHURA so the participants get that education and assistance from within. As of late last week, GHURA has a second approved housing counselor, so we're building up our capacity in that respect as well. Acting Chair Guzman asked if the (2) homes are built on GHURA property.

Ms. Taitano stated that GHURA acquired the properties. Acting Chair Guzman asked that during the purchase or the transfer to the homeowner if the land is included in the sale. Ms. Taitano confirmed this.

There were no further discussions.

[197/21] Commissioner Ishizaki moved to approve the Notice of Intent to Award: IFB# GHURA-08-26-2021- The design, build, and construction of (2) new homes to Genesis Tech in the amount of \$650,000. Commissioner Delia seconded the motion. With no objections by the other board members, the motion passed. Attorney Perez added for clarification that it is a Notice of Intent to award but is contingent of the SAAG or AG review and receipt of the procurement checklist from the AG's office for completion.

4. Notice of Intent to Award: IFB#GHURA-09-28-202; the design and construction to expand the Section 8 office located in Sinajana.

[198/21] Director Topasna stated the following:

- Project is funded by the housing voucher CARES ACT.
- GHURA had (4) submissions: JJ Global, OH Construction, Genesis Tech, and Surface Solutions.
- The government estimate was pegged at \$256,160.
- GHURA's A/E and Procurement staff met with JJ Global to confirm the bid price because bid submission was \$98,000 below the government estimate. Global stated that they had misquoted on the subject bid.
- GHURA is recommending issuing a Notice of Intent to Award to OH Construction as the lowest responsive and responsible bidder in the amount of \$225,000 for the Section 8 expansion project.

Acting Chair Guzman asked if this project was in line with the workstations projects. Deputy Director Napoli confirmed this and added that the second floor is to accommodate more staff. Acting Chair Guzman questioned whether the expansion would interrupt the workflow. Director Topasna indicated that he did not believe that there would much business interruption. Acting Chair Guzman asked if Mr. Sonny Perez had anything to add. Mr. Perez stated that the project itself is basically a copy of the conference room right next to it. It is set as an extra space for interview rooms, for Norma and it will be the A/E office as well up on the second. Commissioner Corpus asked if the main entrance would come out to the lobby. Mr. Perez confirmed this and that A/E's entrance would be on the second floor. He also added that there would be an exit and emergency exit, but that will be the same one that is being used right at the Fiscal side and that GHURA is also following all the newer indoor air quality precautions with UV lighting and air conditioning systems. Commissioner Corpus inquired about whether artwork can be added to the walls in front without increasing the price. Mr. Perez confirmed that it can be done.

There were no further discussions.

[199/21] Commissioner Delia motioned to approve the Notice of Intent to Award: IFB#GHURA-09-28-202; the office expansion in Sinajana for Section 8 to OH

construction in the amount of \$225,000. Commissioner Corpus seconded the motion. There were no objections by the other board members. The motion passed.

5. Executive Management Performance Evaluation: Summary of Deputy Director, Board Evaluations

[200/21] Mrs. Kimberly Bersamin stated the following:

- Pursuant to 5 GCA Section 43 202 the GHURA Board of Commissioners decided at the July 8 2019 board meeting, this was for transparency and greater participation, to independently evaluate both positions and submit their completed evaluations directly to HR for compilation.
- This annual evaluation is required and in accordance with our core Compensation Plan for the performance periods of Deputy Director Napoli of January 14, 2021 to January 13, 2022.
- HR received a total of five evaluations. 100% participation by the BOC
- The performance evaluation was based on 13 factors that are expected of our executive leadership: strategic planning, communicating vision and direction, champions innovation, promotes ethics builds relationship, decision making, leader of change, inspires and directs actions promotes diversity, accountability, fiscal fiduciary responsibility, business acumen, and the effective operation and maintenance of HUDs projects, plans and projects.
- Those are measured against the standards of customer focus and adherence policy and federal HUD regulations.
- In summary, based on the overall highly satisfactory ratings, the Board of Commissioners voted through their evaluation forms to retain Ms. Elizabeth Napoli as the Deputy Director for the Guam Housing and Urban Renewal Authority.
- Should the Board approve HR's report pursuant to GHURA's Personnel Rules and Regs and Comp. Plan, the highly satisfactory rating will be processed in accordance with the plan with an effective date of January 14, 2022, the employee's anniversary date.

Attorney Perez indicated that the Acting Chair requested that Mrs. Bersamin explain what the process means. Mrs. Bersamin stated that the board's powers can at any time make the position salary go up, down, remain status quo, is all within the board's powers. But so far, the board has followed our compensation plan, which is structured like this, pursuant to the rule. It matches up with the rule to follow the salary increment procedure for performance. It is effectuated, based on an employee's anniversary date. This is separate based on performance. Again, the board can give, based on their powers, do more than that, or do less than that. So far past boards have been following the compensation plan that we have in place. The board could approve it today, but if it's based on performance, they technically are not entitled to it until their anniversary period, which in this case is January 14, 2022. The rules do allow a 30-day early rating. Attorney Perez added that no approvals are needed, and that the summary was informational.

Acting Chair Guzman thanked Deputy Director Napoli for her hard work and dedication to GHURA and its clients. Director Topasna added that he could not ask for a better Deputy Director.

6. Executive Management Performance Evaluation: Summary of Executive Director, Board Evaluations

[201/21] Mrs. Bersamin stated the following:

- with the statute as well as our compensation plan.
- HR received, again, the total five evaluation, so 100% batting average.
- Based on the compilation, the Director went up to highly satisfactory.
- He was evaluated on the same 13 standards of executive level.
- And rated against the adherence to HUD policy and federal regulations and customer service.
- The overall summary based on that is highly satisfactory.
- Based on the rating each commissioner voted to retain Mr. Topasna as the Executive Director of GHURA.
- According to this performance evaluation rating, it too will be processed on the employee's anniversary date of January 11, 2022.

Acting Chair Guzman thanked Director Topasna for his hard work in leading the agency. Director Topasna thanked the board for their confidence in him and in retaining him as the Executive Director of GHURA.

There were no further discussions.

7. Resolution No. FY2022-066- Resolution approving the GHURA Compensation Plan for recruiting purposes.

[202/21] Discussion:

- Acting Chair Guzman requested that the Resolution be tabled until she reads further into it. She stated that there are things in the Resolution that she was unsure of.
- Attorney Perez stated that according to the resolution, it would take effect New Year's Day, but the next proposed board meeting date would not be until January 7, 2022.
- Director Topasna stated that most of the employees' anniversary dates actually would commence on January 1st. That's the reason why this resolution is being presented to you. It would be a challenge simply because of a recent AG opinion to want to have to include any kind of retroactivity. Is it time sensitive? Yes, it is. Since 2019, we've had to come to the board repeatedly for above step recruitment for hard to fill positions, specifically accountants, engineering positions, and other positions as well. We remain even today, below the Guam Competitive Wage Act. And that's why we've deferred coming to the board to make this request simply because it's all about timing. It doesn't look good when we're trying to amend a

compensation study during a pandemic. But my responsibility to the 110 employees is to keep our salaries competitive and we're not competitive, but if it's the board's desire to table, I will respect that.

- Mrs. Bersamin added that GHURA's compensation plan is three prong. It recruits rewards and retains. For a long time, GHURA could never immediately move the initial entry level or ranking staff file, starting step one to match the Competitive Wage Act of 2014. We had to do it incrementally. We finally moved a little bit up in 2019. But this is never about trying to catch up to them or exceed them, it's really to bring them incrementally, move to close the gap a little bit better. These are the majority that's going to be impacted are the rank and file below supervisory positions. And they're the future succession plan, the future leaders of GHURA that we want to invest, reward, and retain. My plea to you is to consider that this is one of the best fiscally sound plans now that we've come before. If the board doesn't like it, or we need to come back and report and give you an update, how it is going, you have your authority to address it at any time. That would be our commitment to you, to come back and report.
- Director Topasna added that the compensation study or compensation plan was implemented back in 2011. It was tweaked a little bit and was brought before the board in 2019. It still did not make GHURA competitive with the 2014 Competitive Wage Act. What GHURA is proposing to the board right now will allow us to compete with the line agencies. If I can just share with the board that our operating budget is about \$98 million. You have the port and the airport that are below 50. And we can't compete with those salaries. If you take 110 employees divided into 98 million, our personnel costs are not even 1%. In order for us to keep our people happy, we have to, try and at least match salaries with the line agencies. If the board were to approve this, there is no concern about retro activity. And if we were to approve it at the next board meeting, then there is the retro activity that would come into play.
- Acting Chair Guzman stated that she did not understand the document and wanted more time to review it. She asked legal counsel if the resolution could be approved virtually.
- Attorney Perez stated that Board actions need to be taken at board meetings and recommended that the board can have a second board meeting at the end of the month to discuss the resolution.
- Commissioner Delia asked if the board was approving the new salary range for people coming to GHURA as new hires and how would it affect the current employees.
- Mrs. Bersamin stated that GHURA will move the scale approximately one step, which translates to a 6% increase for all grades. Then there is transitional slotting which is similar to a sliding scale. The transitional slotting will benefit those in the lower tiers. It will transition those with that slotting and then we are going to ask you to modify the pay for performance and keep it at the lower tiers, which are beneficial to the lower rank and file below supervisory positions where it matters the most. Then have that satisfactory or better based on the upper tiers, regardless satisfactory or better. There's a set step you'll receive so it was customized. We have the committee comprising of the chief of CPD, public housing, section 8, fiscal, myself, the deputy and the director. The aim of this

resolution is to address that. It's just an incremental fiscally sound approach to what we can afford to move. It is a step in the right direction. And so hopefully, we still can agree this is one of the more fiscally sound movements or structure, what we're trying to do.

- Director Topasna added that if GHURA were to compare apples to apples, autonomous agencies have contracted with Alan Searle to do their compensation study. We can defend our compensation study because we developed it. In our case, we didn't hire a consultant, we came up with a study that we felt was the fairest, and not just the fairest, but we're able to look at our counterparts. A comparable position at a line agency would pay slightly more than GHURA today. If this was to be implemented, we would be quite competitive with most of the line agencies, but not necessarily the autonomous agencies. We can actually defend this methodology, and the methodology that was passed back in 2011.
- Commissioner Delia indicated that she thinks the confusion with this resolution is that in going forward, whoever GHURA brings in, that the new scale will be used, and that it will also be used for current staff to bring them up to scale with this new salary range.
- Mrs. Bersamin stated that there are two different things: approving a new pay scale, which will be our fourth change. And so that represents 6%, pretty much and as you go from pay grade A being the lowest, up to pay grade V, for the classified, the percentage will increase as you go up in the higher. So that will be the new scale. So the question is, how do you deal with implementing the existing ones? As the tiers for implementation slotting purposes, move them in, which will help with retention and rewarding. Then you have the pay for performance for annual increments, will match the transitional slotting. We are hoping two things, address the entry level with the new slotting into the new pay scale, the transition slotting. This was our proposal, based on the sliding scale, the lower tiers will benefit the most. And then the upper tiers are okay.
- Commissioner Delia asked an example question, if an employee is currently in tier 5 with a salary of \$19,311, come the anniversary date, performance evaluation and based on performance, they could be brought up the scale of the \$29,999?
- Director Topasna stated that the example would not be correct and added that tier five basically means is from 19,311 to 29,999, they would see an adjustment in the transitional phase, not to exceed steps or 12 sub steps. It basically means that the lower end, which is 19,311 to 29,999, would have the greatest benefit when the transitional slotting in is done. An employee would receive the two step adjustment. Tier four, which is a higher range of salaries 30,000 through to 49,999, would see a slightly lower adjustment that would only be one step. Tier three would go from 50,000 to 74,999, would see a lesser adjustment, which is four sub steps. It wouldn't be a single step, its four sub steps. Tier 2, if you're making 75,000, the employee would see three sub steps so the employee would not receive the full one step increment at the anniversary date. Tier one, the 90,000 and above would only receive two sub steps. And keep in mind that we decided to completely keep executive management and our specialist assistant or unclassified, exempt employees out of this. This is all about the career employees and trying to keep them competitive, as compared to the rest of the government of Guam.

- Commissioner Ishizaki requested that the board take a closer look at the scales, the current and proposed scale, to have a better understanding.
- Acting Chair Guzman wanted to know the impact the proposed scale may have on the agency's budget.
- Attorney Perez suggested that if the board decides to table the resolution that the board may come back for the regularly scheduled board meeting (2) weeks from today which will be enough time for notice.
- Acting Chair Guzman proposed that the board table the resolution and discuss it at the BOC meeting for the week of December 27th, Monday or Tuesday. There were no objections by the other board members. The board agreed to a virtual meeting.
- Director Topasna stated that before the next board meeting, the members will be provided all the information they need.

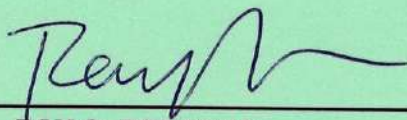
V. GENERAL DISCUSSION/ANNOUNCEMENTS

1. [203/21] Next Proposed scheduled Board Meeting: Friday, January 7, 2021 @ 12:00PM was rescheduled to Monday, December 27, 2021 @ 12:00PM.

VI. ADJOURNMENT

[204/21] Acting Chair Guzman moved to adjourn the meeting. Commissioner Delia seconded the motion. There were no objections by the other board members. The motion passed and meeting was adjourned at 1:30PM, Friday,

SEAL



RAY S. TOPASNA
Board Secretary / Executive Director

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMA YAN RINUEBAN SIUDAT**

MEMORANDUM

December 9, 2021

TO: Board of Commissioners

FROM:  Ray Topasna, Executive Director 

**SUBJECT: Intent of Award for IFB#GHURA-022-002-S8
Purchase, Disassembly and Installation of Section 8 Workstations**

GHURA issued an Invitation for Bid (IFB) for the Disassembly, Purchase and Installation of Section 8 Workstations to include minor demolition work to accommodate the new cubicles on November 4, 2021. A total of three vendors expressed interest in the bid. The IFB closed on December 3, 2021 and three companies submitted bids. Below are the results of the bid submissions:

	The Product Solutions	M80	Hanssem, LLC
Bid Item 1	\$ 40,603.00	No Bid	No Bid
Bid Item 2	\$ 156,581.70	\$ 76,531.47	\$ 65,639.60
Total	\$ 197,184.70	\$ 76,531.47	\$ 65,639.60

Bid Item #1: Demolition of Section 8 kitchenette, additional network cabling, removal and installation of new carpet.

Bid Item #2: Disassembly of existing workstations, purchase and installation of 17 new workstations.

Upon Procurement's review of the bid submissions, all bidders were responsive with meeting the specifications and submitting the required documents. The IFB was not an All-or-None bid, therefore the award may go to separate bidders.

In summary, GHURA is requesting for the Board of Commissioners to approve an award to the following bidders:

	Bidder	Award Amount
Bid Item #1	The Product Solutions	\$ 40,603.00
Bid Item #2	Hanssem, LLC	\$ 65,639.60
	Total	\$ 106,242.60

Attachment: Bid Tabulation

At the Regular Board Meeting of December 10, 2021, a motion was made by Commissioner Delia and seconded by Commissioner Ishizaki to award the Intent of Award for IFB#GHURA-022-002-S8; Purchase, Disassembly and Installation of Section 8 Workstations for Bid Item #1 to The Product Solutions for \$40,603.00 and for Bid Item #2 to Hanssem, LLC for \$65,639.60, for the total of \$106,242.60 Without any further discussion and objection, the motion was approved.

IFB#GHURA-022-002-S8

Ray S. Topasna, Executive Director

Disassembly, Purchase and Installation of Section 8 Workstations

Bid due date: December 3, 2021

Bid due time: 10:00 AM

Package no.	1	2	3	4	5
Name of Bidder	TPS	M-80	Hanssen LLC		
Base Bid item 1	40,603.00	No Bid	No Bid		
Base Bid item 2	156,581.70	76,531.47	69,639.60		
Bid Bond	✓	✓	✓		
Bid Bond Co.	Pacific indemnity	Lexon ins. co.	DB ins. co.		
Business License	✓	✓	✓		
Contact for Contract Administration Form	✓	✓	✓		
AG Forms 2, 3, 4, 5, 6 & 7	✓	✓	✓		
HUD 5369-C	✓	✓	✓		
Disclosure of Organizational COI Affidavit	✓	✓	✓		
Brochures, Descriptive Literature	✓	✓	✓		
Addendum 1 & 2	✓	✓	✓		

ATTESTED BY: William Erikson Date: 12/3/21

Greta Balmeo Greta Balmeo 12/3/2021

At the Regular Board Meeting of December 10, 2021, a motion was made by Commissioner Delia and seconded by Resident Commissioner Corpus to approved the Notice of Intent to Award for IFB#GHURA-08-20-2021; Replace Existing Exterior Doors at GHURA 26 AMP1 and GHURA 100 AMP2 to Genesis-Tech Corporation in the amount of \$734,660. Without any further discussion and objection, the motion was approved.

Guam Housing and Urban Renewal Authority

Memorandum

Date: December 3, 2021
To: Board of Commissioners 
From: Executive Director
Subject: Notice of Intent to Award: IFB #GHURA – 08 – 20 - 2021
Replace Existing Exterior Doors at GHURA 26 AMP1 and GHURA 100 AMP2

Background

The subject bid is to replace existing doors at the Asan Public Housing units for AMP1 and Yona Housing Units for AMP2.

Analysis:

GHURA advertised the subject bid between August 20, 2021, through September 30, 2021. A pre-bid conference was held on August 27, 2021 at the GHURA main office in Sinajana whereby three potential bidders attended: O. H. Construction, GenesisTech, and Surface Solutions. GHURA closed the subject bid on September 30, 2021. The bid results are below:

<u>Bidder Name</u>	<u>Base Bid #1</u>	<u>Base Bid #2</u>	<u>Total</u>	<u>15% Bond Received</u>
GenesisTech	\$521,824	\$212,836	\$734,660	Yes
Asia Pacific International	\$552,300	\$243,600	\$795,900	Yes
O. H. Construction	\$558,600	\$247,650	\$806,250	Yes
Ability Solutions	\$735,000	\$264,986	\$999,986	Yes
Surface Solutions	\$761,547	\$317,514	\$1,079,061	Yes
Government Estimate:	\$611,625	\$276,756	\$888,381	

Recommendation

GHURA recommends issuing a Notice Of Intent to Award (NOIA) to GenesisTech. Their bid is 17% under the government estimate. GenesisTech has been involved with GHURA MOD projects for several years and is currently renovating units at Guma Trankilidat. In addition, historically we have not encountered any labor or wage compliance clearance issues with GenesisTech. These clearances indicate that the contractor has no outstanding claims against them (Verification of Status for Contractors) (NOIA issuance is conditional and will be executed when GHURA receives approval notification from the AG's review in compliance to 5GCA §5150 since this bid is above the \$500,000 threshold. The AG review request documentation was submitted to the AGO on October 12, 2021)



GHURA

Guahan Housing and Urban Renewal Authority
Aturidat Ginima' Yan Rinueban Siudat Guahan
117 Bien Venida Avenue, Sinajana, GU 96910

Phone: (671) 477-9851 · Fax: (671) 300-7565 · TTY: (671) 472-3701



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Invitation for Bid
IFB # GHURA-08-20-2021-AMPs 1 & 2
Replace Existing Exterior Doors at GHURA 26 AMP 1 & GHURA 100 AMP 2
This ad is paid with HUD Funds by GHURA

Guam Housing and Urban Renewal Authority (GHURA) will receive sealed proposals to replace existing doors at GHURA Public Housing units at AMP 1, Asan and AMP 2, Yona until **2:00 pm** on **September 16, 2021**, at GHURA's Main office in Sinajana.

In compliance with Executive Order 2020-14 enforcing a six-foot social distance and limiting large gatherings in enclosed spaces, GHURA has redesigned its pre-bid conference and bid-opening process. GHURA will conduct the pre-bid meeting on **August 27, 2021 at 10:00 a.m.** at the **GHURA Main Office BOC Conference Room** in Sinajana. Site visit schedules will be announced on the pre-bid conference. Therefore, we highly encourage all interested and potential vendors to attend. Please visit the link below for further bid information:

<https://www.ghura.org/doing-business-us/bidsproposalsrelease-funds/invitation-bids>

There are web-text links to download bid documents and an instructional video describing the revised submission procedures. The bid packet is free and available for download and review. A non-refundable deposit of \$50.00 is required and can be submitted before or with the bid documents. To be considered an official and valid bid submission, the non-refundable deposit is required. Please email {gbalmeo@ghura.org} or call (671) 475-1356 by **September 9, 2021** to ensure adequate time is afforded to GHURA to respond to any bid related questions. Bid closing date and time is **2:00 pm September 16, 2021**. All bid submittals will be opened publicly in the **BOC Conference Room at GHURA's Main Office** in Sinajana.

As per 5GCA, Chapter 5, §5212, bid guarantees in the amount of 15% of the total base bid shall accompany each bid. Bid guarantee shall be a Bid Bond secured by a surety company authorized to do business in Guam and listed in the latest Department of Treasury Circular 570 published in the Federal Register; or as permitted by state law, a certified check, bank draft, or U.S. Government Bond at par value. All Bid Guarantees must be made payable to GHURA. **Personal checks will not be accepted.** GHURA reserves the right to waive irregularities and to reject any or all bids. Failure to submit a bid properly shall result in rejection of the bid.


For all contracts which exceed \$100,000, the successful bidder will be required to furnish and pay for satisfactory Performance and Payment bond for 100% of the contract price. GHURA will retain the bid guarantee until the performance bond is received and will release it soon thereafter. The Contractor must not discriminate on the basis of race, color, religion, gender, age, disability, or national origin in employment or the provision of services. Restriction Against Contractors Employing Convicted Sex Offenders from Working at Government of Guam Venues. (§5253 of Title 5 Guam Code Annotated).

The successful bidder will be required to accomplish the following to the best possible and greatest extent feasible:

1. A goal of awarding at least 50 percent of the dollar value of construction contracts to Minority and/or Women Business Enterprises (MBE/WBE) or General Contractors with MBE/WBE participation.
2. In accordance with Section 3 of the U.S. Department of Housing and Urban Development Act of 1968, all construction contractors, to the maximum extent feasible, shall provide training, contracting, and employment opportunities to low income residents residing in GHURA.

GHURA intends to award a contract on the basis of the lowest and most responsible bid for the work described in the bid documents. No bid shall be withdrawn for a period of sixty (60) days subsequent to the opening of bids without the prior written consent of GHURA.

GHURA is an Equal Opportunity Employer.


Ray S. Topasna
Executive Director

Bid due date:

September 30, 2021

Bid due time:

2:00 PM

Package no.	1	2	3	4	5	6
Name of Bidder	GENESIS TECH	ABILITY SOLUTIONS	OH CONSTRUCTION	SURFACE SOLUTIONS	ASIA-PACIFIC INT'L	
Base Bid item 1	\$521,824.-	\$735,000.-	\$558,600.-	\$761,547.78	\$552,300.-	
Base Bid item 2	\$212,836.-	\$264,986.-	\$247,650.-	\$317,514.33	\$243,400.-	
Bid Bond	15% 1ST NET INS.	\$150,000.- FHB	15% 1ST NET INS.	15% 1ST NET INS.	\$130,000.- FHB	
Bid Bond Co.	✓	✓	✓	✓	✓	
HUD 5369-A	✓	✓	✓	✓	✓	
AG Forms 2, 3, 4, 5 & 7	✓	✓	✓	✓	✓	
GHURA Form 008c	✓	✓	✓	✓	✓	
GHURA Form 009	✓	✓	✓	✓	✓	
GHURA Form 010	✓	✓	✓	✓	✓	
GHURA Form 012	✓	✓	✓	✓	✓	
Contractor License/Clearance	✓	✓	✓	✓	✓	
HUD 51000	✓	✓	✓	✓	✓	
Addendum no. 1	✓	✓	✓	✓	✓	

ATTESTED BY:




Date:

9/30/2021

9/30/2021

[illegible]

COST ESTIMATE

8

		CONSTRUCTION CONTRACT NO.	SHEET 1 OF 1
PROJECT TITLE: EXTERIOR DOOR CHANGE-OUT TO ALUMINUM DOORS	IDENTIFICATION NO. 10/1/2021		

COST ESTIMATE

ACTIVITY AND LOCATION: Toto	CONSTRUCTION CONTRACT NO.	SHEET 1 OF 1
MATERIAL		

ITEM DESCRIPTION	NUMBER	UNIT	UNIT COST	LABOR COST	TOTAL
40 UNITS (YEAR 2019)					
36"x80" ALUMINUM DOOR &Frame with Security screen panel screen panel (Front & Rear main doors)	80	ea	\$ 1,485.00	\$ 425.00	\$ 152,800.00
36"x80" Aluminum door & frame (@ storage)	40	ea	\$ 900.00	\$ 425.00	\$ 53,000.00
New reinforced concrete infill (@ storage)	40	ea	\$ 350.00	\$ 550.00	\$ 36,000.00
24"x80" WATER HEATER (STORAGE DOOR)	40	ea	\$ 850.00	\$ 425.00	\$ 51,000.00
total					\$ 292,800.00
GH-100 DOOR REPLACEMENT (YEAR 2021)					
36"x80" ALUMINUM DOORS w/ SECURITY SCREEN PANEL (FRONT & REAR DOORS)	101	ea	\$ 1,930.50	\$ 552.50	\$ 250,783.00
36"x80" ALUMINUM DOORS (STORAGE)	70	ea	\$ 1,170.00	\$ 552.50	\$ 120,575.00
Reinforced concrete wall infill	70	ea	\$ 455.00	\$ 715.00	\$ 81,900.00
24"x80" WATER HEATER (STORAGE DOOR)	62	ea	\$ 1,105.00	\$ 552.50	\$ 102,765.00
Existing doors & frame w/ LBP (TESTING)	21	ea	\$ -	\$ 500.00	\$ 10,500.00
				SUB-TOTAL	\$ 556,023.00
AMP-1 Requested for 10% material stock					\$55,602.30
				TOTAL	\$ 611,625.30
GH-26 DOOR REPLACEMENT (YEAR 2021)					
36"x80" ALUMINUM DOORS w/ SECURITY SCREEN PANEL (FRONT & REAR DOORS)	52	ea	\$ 1,930.50	\$ 929.50	\$ 148,720.00
36"x80" ALUMINUM DOORS (STORAGE)	26	ea	\$ 1,170.00	\$ 718.25	\$ 49,094.50
Reinforced concrete wall infill	26	ea	\$ 455.00	\$ 715.00	\$ 30,420.00
24"x80" WATER HEATER (STORAGE DOOR)	26	ea	\$ 1,105.00	\$ 552.50	\$ 43,095.00
				SUB-TOTAL	\$ 271,329.50
AMP-1 Requested for 2% material stock					\$5,426.59
				TOTAL	\$ 276,756.09

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMA'YAN RINUEBAN SIUDAT GUAHAN
Verification of Status for Contractors

To: File
From: Architect & Engineering Manager
Subject: Replace Existing Exterior Doors at GH26 & GH100

In Order to ensure that the contractor awarded does not have any outstanding claims against them, we requested that the listed government Agencies provide us with a current standing or any information which may be pertinent to the above contract. The following outlines the contractor's standings with the listed agencies.


Company Name	Genesis-Tech Corporation	Ability Solutions	OH Construction	Asia-Pacific International		
Department of Labor: ALPCD Fair Employment Practice Wage & Hour Workers Compensation	10/16/2021	10/16/2021	10/16/2021	10/16/2021		
	10/18/2021	10/18/2021	10/18/2021	10/18/2021		
	10/15/2021	10/15/2021	10/15/2021	10/15/2021		
	Exp. 06/30/2022	Exp. 06/14/2022	Exp. 06/08/2022	Exp. 10/03/2022		
Guam Contractors License Board	Contractor to obtain clearance from Guam Contractors License Board					
U.S. Department of Labor	10/15/2021	10/15/2021	10/15/2021	10/15/2021		
Revenue & Tax EIN/SSN	Contractor to report to Revenue and Tax Office					
OSHA	10/18/2021	10/18/2021	10/18/2021	10/18/2021		
SAM Debarred List	10/20/2021	10/20/2021	10/20/2021	10/20/2021		


Sonny P. Perez

Guam Housing and Urban Renewal Authority

Memorandum

Date: December 10, 2021
To: Board of Commissioners
From: Executive Director
Subject: Notice of Intent to Award: IFB #GHURA – 08 – 26 - 2021
Design – Build and Construction of Two New Homes



At the Regular Board Meeting of December 10, 2021, a motion was made by Commissioner Ishizaki and seconded by Commissioner Delia to approved the Intent to Award for IFB#GHURA-08-26-2021; Design – Build and Construction of Two New Homes to Genesis-Tech Corporation for the amount of \$650,000 in contingent upon the SAAG's Review and receipt of the procurement checklist from the AG's office. Without any further discussion and objection, the motion was approved.

Background

The subject bid is for the construction of two single family homes located in the villages of Agat and Astumbo, Dededo. The project is funded by the HOME Investment Partnership Program (HOME), as created by the National Affordable Housing Act of 1990 (NAHA).

Analysis:

GHURA advertised the subject bid between August 26, 2021, through October 11, 2021. A pre-bid conference was held on September 2, 2021, at the GHURA main office in Sinajana whereby three potential bidders attended: GenesisTech, Surface Solutions, and O. H. Construction. GHURA closed the subject bid on October 11, 2021. The bid results are below:

<u>Bidder Name</u>	<u>Bid Amount</u>	<u>Bid Bond</u>
GenesisTech (Agat)	\$315,500	
GenesisTech (Astumbo)	<u>\$334,500</u>	
	\$650,000	15% bond received
Citi Development Construction	\$946,875	15% bond received
Government Estimates:	\$664,450 (Agat: \$328,000; Dededo: \$336,450)	

Recommendation

GHURA recommends issuing a Notice Of Intent to Award (NOIA) to GenesisTech. Their bid is 2% under the government estimate while the next bidder is 140% above. GenesisTech has been involved with GHURA MOD projects for several years and is currently renovating units at Guma Trankilidat. In addition, historically we have not encountered any labor or wage compliance clearance issues with GenesisTech. These clearances indicate that the contractor has no outstanding claims against them. (NOIA issuance is conditional and will be executed when GHURA receives approval notification from the AG's review in compliance to 5GCA §5150 since this bid is above the \$500,000 threshold. The AG review request documentation was submitted to the AGO on October 12, 2021)

			COST ESTIMATE				DATE PREPARED 10.12.21		SHEET 1 OF 2		
ACTIVITY AND LOCATION			CONSTRUCTION CONTRACT NO.						IDENTIFICATION NUMBER		
PROJECT TITLE Construction of One Affordable Home Agat			ESTIMATED BY MSR A/E DIVISION						CATEGORY CODE NUMBER		
			REFERENCE: RS MEANS 2020								
			STATUS OF DESIGN Engineering Estimate Only () PED (X) 60% () 100% () FINAL Other (Specify)						JOB ORDER NUMBER		
ITEM DESCRIPTION		QUANTITY		UNIT COST		MATERIAL/LABOR COST		EQUIPMENT		ENGINEERING ESTIMATE	
		NUMBER	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
SUBSTRUCTURE											
a. Foundation		171	lf	96.00	16,416.00	0.00	0.00				\$16,416.00
b. Slab-on-grade		1307	sf	8.00	10,456.00	0.00	0.00				\$10,456.00
c. Sidewalk and Driveway		655	sf	8.00	5,240.00	0.00	0.00				\$5,240.00
d. Excavation		114.00	cu	0.00	0.00	31.25	3,562.50				\$3,562.50
SHELL											
b. Roof Construction		1181	sf	32.00	37,792.00	0.00	0.0				\$37,792.00
EXTERIOR ENCLOSURE											
a. Exterior and Interor Walls (CMU)		1599	sf	13.50	21,586.50	0.00	0.0				\$21,586.50
b. Exterior Windows		12	each	0.00	0.00	400.00	4,800.0				\$4,800.00
c. Exterior Single Door		2	Each	0.00	0.00	1,452.00	2,904.0				\$2,904.00
ROOFING											
a. Roof Elastomeric Paint		1882	sf	0.00	0.00	4.85	9,127.7				\$9,127.70
INTERIOR											
b. Interior Walls (Gypsum Board)		957	sf	8.03	7,684.71	0.00	0.0				\$7,684.71
c. Interior Doors		4	Each	0	0.00	1,300.00	5,200.00				\$5,200.00
d. Fittings		1407	sf	0	0.00	5.06	7,119.42				\$7,119.42
f. Wall Finishes		5112	sf	0	0.00	2.00	10,224.00				\$10,224.00
f. Floor Finishes		1407	sf	0	0.00	5.38	7,569.66				\$7,569.66
g. Ceiling Finishes		1882	sf	0	0.00	4.69	8,826.58				\$8,826.58
PLUMBING											
a. Plumbing Fixtures		1407	sf	0.00	0.00	7.39	10,397.730				\$10,397.73
b. Domestic Water Distrubution		1407	sf	0.00	0.00	8.15	11,467.050				\$11,467.05
c. Rain Water Drainage		1882	sf	0.00	0.00	0.64	1,204.480				\$1,204.48
MECHANICAL											
a. Cooling Generating System		1407	sf	0.00	0.00	9.35	13,155.450				\$13,155.45
ELECTRICAL											
a.Electrical Service/Distribution		1407	sf	0.00	0.00	2.86	4,024.020				\$4,024.02
b. Lighting & Brach Wiring		1407	sf	0.00	0.00	8.06	11,340.420				\$11,340.42
c. Communication and Security		1407	sf	0.00	0.00	1.89	2,659.230				\$2,659.23
CIVIL											
a. 6 feet CMU WALL		154.00	sf	0.00	0.00	14.50	2,233.000				\$2,233.00
b. CMU WALL Foundations		44.00	lf	0.00	0.00	85.00	3,740.000				\$3,740.00
c. Wall Finishes		308	sf	0	0.00	2.75	847.00				\$847.00
d. Excavation/Backfill & Compaction		29.33	cu	0.00	0.00	37.00	1,085.33				\$1,085.33
e.3/4" Waterlines		15.00	lf	0.00	0.00	150.00	2,250.000				\$2,250.00
f. 3/4" water meter		1.00	ea	0.00	0.00	3,500.00	3,500.000				\$3,500.00
j. 4" Sewerline		25.00	lf	0.00	0.00	120.00	3,000.000				\$3,000.00
h. Fence		44.00	lf	0.00	0.00	63.00	2,772.000				\$2,772.00
j. Fence Paint		528.00	sf	0.00	0.00	2.61	1,378.080				\$1,378.08
j. 6 feet high Chainlink Fence		250.00	lf	0.00	0.00	50.00	12,500.000				\$12,500.00
k. Demolision of existing building		2135.00	sf	0.00	0.00	6.00	12,810.000				\$12,810.00
										Sub-Total	\$233,562.86
7% DESIGN FEES											\$18,121.10
10% GRT											\$25,887.29
15% PROFIT & OVERHEAD											\$38,830.93
5% CONTNGENCIES											\$11,600.04
						</					

			COST ESTIMATE				DATE PREPARED 10.12.21		SHEET 1 OF 2		
ACTIVITY AND LOCATION			CONSTRUCTION CONTRACT NO.						IDENTIFICATION NUMBER		
PROJECT TITLE Construction of One Affordable Home Panao Dededo			ESTIMATED BY MSR A/E DIVISION						CATEGORY CODE NUMBER		
			REFERENCE: RS MEANS 2020								
			STATUS OF DESIGN Engineering Estimate Only () PED (X) 60% () 100% () FINAL Other (Specify)						JOB ORDER NUMBER		
ITEM DESCRIPTION		QUANTITY		UNIT COST		MATERIAL/LABOR COST		EQUIPMENT		ENGINEERING ESTIMATE	
		NUMBER	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
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b. Slab-on-grade		1307	sf	8.00	10,456.00	0.00	0.00				\$10,456.00
c. Sidewalk and Driveway		655	sf	8.00	5,240.00	0.00	0.00				\$5,240.00
d. Excavation		114.00	cu	0.00	0.00	31.25	3,562.50				\$3,562.50
SHELL											
b. Roof Construction		1181	sf	32.00	37,792.00	0.00	0.0				\$37,792.00
EXTERIOR ENCLOSURE											
a. Exterior and Interior Walls (CMU)		1599	sf	13.50	21,586.50	0.00	0.0				\$21,586.50
b. Exterior Windows		12	each	0.00	0.00	400.00	4,800.0				\$4,800.00
c. Exterior Single Door		2	Each	0.00	0.00	1,452.00	2,904.0				\$2,904.00
ROOFING											
a. Roof Elastomeric Paint		1882	sf	0.00	0.00	4.85	9,127.7				\$9,127.70
INTERIOR											
b. Interior Walls (Gypsum Board)		957	sf	8.03	7,684.71	0.00	0.0				\$7,684.71
c. Interior Doors		4	Each	0	0.00	1,300.00	5,200.00				\$5,200.00
d. Fittings		1407	sf	0	0.00	5.06	7,119.42				\$7,119.42
f. Wall Finishes		5112	sf	0	0.00	2.00	10,224.00				\$10,224.00
f. Floor Finishes		1407	sf	0	0.00	5.38	7,569.66				\$7,569.66
g. Ceiling Finishes		1882	sf	0	0.00	4.69	8,826.58				\$8,826.58
PLUMBING											
a. Plumbing Fixtures		1407	sf	0.00	0.00	7.39	10,397.730				\$10,397.73
b. Domestic Water Distribution		1407	sf	0.00	0.00	8.15	11,467.050				\$11,467.05
c. Rain Water Drainage		1882	sf	0.00	0.00	0.64	1,204.480				\$1,204.48
MECHANICAL											
a. Cooling Generating System		1407	sf	0.00	0.00	9.35	13,155.450				\$13,155.45
ELECTRICAL											
a.Electrical Service/Distribution		1407	sf	0.00	0.00	2.86	4,024.020				\$4,024.02
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c. Communication and Security		1407	sf	0.00	0.00	1.89	2,659.230				\$2,659.23
CIVIL											
a. 6 feet CMU WALL		154.00	sf	0.00	0.00	14.50	2,233.000				\$2,233.00
b. CMU WALL Foundations		44.00	lf	0.00	0.00	85.00	3,740.000				\$3,740.00
c. Wall Finishes		308	sf	0	0.00	2.75	847.00				\$847.00
d. Excavation/Backfill & Compaction		29.33	cu	0.00	0.00	37.00	1,085.33				\$1,085.33
e.3/4" Waterlines		15.00	lf	0.00	0.00	150.00	2,250.000				\$2,250.00
f. 3/4" water meter		1.00	ea	0.00	0.00	3,500.00	3,500.000				\$3,500.00
j. 4" Sewerline		25.00	lf	0.00	0.00	120.00	3,000.000				\$3,000.00
h. Fence		44.00	lf	0.00	0.00	63.00	2,772.000				\$2,772.00
j. Fence Paint		528.00	sf	0.00	0.00	2.61	1,378.080				\$1,378.08
j. 6 feet high Chainlink Fence		250.00	lf	0.00	0.00	50.00	12,500.000				\$12,500.00
k. Retaining wall		810.00	lf	0.00	0.00	28.00	22,680.000				\$22,680.00
l. Retaining wall Foundation		135.00	lf	0.00	0.00	96.00	12,960.000				\$12,960.00
										Sub-Total	\$233,562.86
7% DESIGN FEES											\$19,719.20
10% GRT											\$28,170.29
15% PROFIT & OVERHEAD											\$42,255.43
5% CONTNGENCIES											\$12,741.54



IFB#GHURA-08-26-2021-HOME; Design-Build & Construction of Two New Homes in Agat & Dededo
Design-Build & Construction of Two New Homes in Agat & Dededo
Proposal due date: October 11, 2021
Proposal due time: 2:00 p.m.

[illegible]

ATTESTED BY:

Alan A. S. G.
Gordon Palmer

Date: 10/11/2021

Date: 10/11/2021

Project: IFB#GHURA-08-26-2021-HOME
Bid Opening

Date: October 11, 2021
2:00 PM

Sign-In Sheet

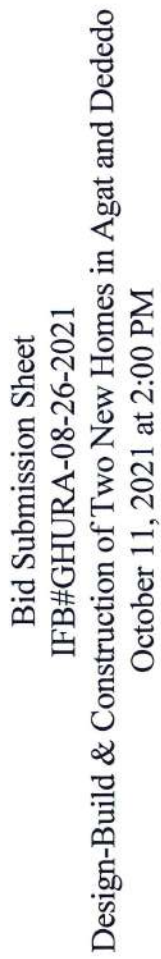
Name: Rong "Bobby" Sachdej Name: _____
Firm: Citi Development & Construction Firm: _____
Phone: 688-7827 Phone: _____
Email: bobby@edciguam.com Email: _____

Name: ALICE JAMES Name: _____
Firm: GHURA Firm: _____
Phone: 475-1403 Phone: _____
Email: alicej@ghura.org Email: _____

Name: Greta Balmeo Name: _____
Firm: GHURA Firm: _____
Phone: 475-1356 Phone: _____
Email: gbalmeo@ghura.org Email: _____

Name: _____ Name: _____
Firm: _____ Firm: _____
Phone: _____ Phone: _____
Email: _____ Email: _____

Name: _____ Name: _____
Firm: _____ Firm: _____
Phone: _____ Phone: _____
Email: _____ Email: _____

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GHURA

Guahan Housing and Urban Renewal Authority
Aturidat Ginima' Yan Rinueban Siudat Guahan
117 Bien Venida Avenue, Sinajana, GU 96910
Phone: (671) 477-9851 · Fax: (671) 300-7565 · TTY: (671) 472-3701



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Invitation for Bid IFB # GHURA-08-26-2021-HOME Design-Build & Construction of Two New Homes

Guam Housing and Urban Renewal Authority (GHURA) is accepting sealed bids for the Design-Build and Construction of two (2) single family homes located in the villages of Agat and Astumbo, Dededo. This project is funded by the HOME Investment Partnerships Grant Program (HOME), as created by the National Affordable Housing Act of 1990 (NAHA).

GHURA has redesigned the bid process to remain in compliance with Executive Order 2020-14. An instructional video outlining the new bid process, the bid packet and bid forms are available on our website at: <https://www.ghura.org/doing-business-us/bidsproposalsrelease-funds/invitation-bids>

Bids will be accepted from **August 26, 2021 through September 27, 2021, 2:00pm** at GHURA's Main Office in Sinajana. A non-refundable bid packet fee of \$50.00 is required upon submission of a bid and the required bid documents in order to be deemed official. Any questions regarding the project or requirements must be submitted in writing or via email to Greta Balmeo at gbalmeo@ghura.org no later than **September 20, 2021**. Bid closing date and time is **September 27, 2021, 2:00pm**. All bid submittals will be opened publicly at **GHURA's Main Office Conference Room**, Sinajana.

A pre-bid conference will be held on **September 2, 2021 at 10:00 am** in the **GHURA Main Office Conference Room**, Sinajana with limited in person participation. Bidders interested in attending in person for the pre-bid and bid closing must submit their request in writing or via email to Greta Balmeo at gbalmeo@ghura.org no later than September 20, 2021. In person requests will be processed on a first come, first served basis. All other parties who have submitted an official bid will be forwarded an invite to attend virtually via Google Meet.

Pursuant to 5GCA, Chapter 5, §5212, bid guarantees in the amount of 15% of the total base bid shall accompany each bid. The bid guarantee shall be a bid bond secured by a surety company authorized to do business in Guam and listed in the latest U.S. Department of Treasury Circular 570 published in the Federal Register; or as permitted by Guam law, a certified check, bank draft, or U.S. Government Bond at par value. All bid guarantees must be made payable to GHURA. **Personal checks will not be accepted.** GHURA reserves the right to waive irregularities and to reject any or all bids. Failure to submit a bid properly shall result in rejection of the bid.

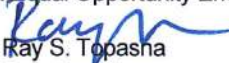
For all contracts which exceed \$100,000, the successful bidder will be required to furnish and pay for satisfactory Performance and Payment bond for 100% of the contract price. GHURA will retain the bid guarantee until the performance bond is received and will release it soon thereafter. The Contractor must not discriminate on the basis of race, color, religion, sex, national origin, age, disability or genetic information in employment or the provision of services. Restriction Against Contractors Employing Convicted Sex Offenders from Working at Government of Guam Venues. (§5253 of Title 5 Guam Code Annotated).

The successful bidder will be required to accomplish the following to the best possible and greatest extent feasible:

1. A goal of awarding at least 50 percent of the dollar value of construction contracts to Minority and/or Women Business Enterprises (MBE/WBE) or General Contractors with MBE/WBE participation.
2. In accordance with Section 3 of the U.S. Department of Housing and Urban Development Act of 1968, all construction contractors, to the maximum extent feasible, shall provide training, contracting, and employment opportunities to low and very low income persons especially recipients of government assistance for housing.

GHURA intends to award a contract on the basis of the lowest and most responsible bid for the work described in the bid documents. No bid shall be withdrawn for a period of sixty (60) days subsequent to the opening of bids without the prior written consent of GHURA.

GHURA is an Equal Opportunity Employer.


Ray S. Topasna
Executive Director

This advertisement has been paid with HUD CPD funds.

GHURA does not discriminate against persons with disabilities.
The Chief Planner has been designated as Section 504 Coordinator.
The Coordinator can be contacted at the above address and telephone numbers.

At the Regular Board Meeting of December 10, 2021, a motion was made by Commissioner Delia and seconded by Resident Commissioner Corpus to approved the Notice of Intent to Award for IFB#GHURA-09-28-2021; Section 8 – Office Expansion in Sinajana to O.H. Construction in the amount of \$225,000. Without any further discussion and objection, the motion

Guam Housing and Urban Renewal Authority Memorandum

Date: December 10, 2021
To: Board of Commissioners
From: Executive Director 
Subject: Notice of Intent to Award: IFB #GHURA – 09 – 28 - 2021
Section 8 – Office Expansion in Sinajana

Background

The subject bid is for the design and construction to expand the new Section 8 office located at GHURA's main office in Sinajana. The project is funded by the Housing Voucher CARES Act.

Analysis:

GHURA advertised the subject bid between September 28, 2021, through November 6, 2021. A pre-bid conference was held on October 5, 2021, at the GHURA main office in Sinajana. Seven potential bidders attended: JJ Global, TPS, American Builders, LLC., Surface Solutions, O. H. Construction, and Asia Pacific. GHURA closed the subject bid on November 6, 2021. The bid results are below:

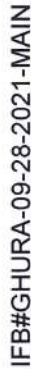
<u>Bidder Name</u>	<u>Bid Amount</u>	<u>Bid Bond</u>
JJ Global	\$158,000	15% bond received
O. H. Construction	\$225,000	15% bond received
GenesisTech	\$285,000	15% bond received
Surface Solutions	\$580,000	15% bond received

Government Estimate: **\$256,160**

GHURA's A/E and Procurement staff met with JJ Global management at 1400hrs on November 16, 2021, to confirm their bid price due to the \$98,000 difference from GHURA's project estimate. On December 3, 2021, JJ Global submitted a letter to GHURA stating they had misquoted on the subject bid.

Recommendation

GHURA recommends issuing a Notice Of Intent to Award to O. H. Construction as the lowest responsive and responsible bidder in the amount of \$225,000 for the Section 8 Office Expansion Project. O. H. Construction has received several bid awards for GHURA's MOD projects throughout FY2021. In addition, historically we have not encountered any labor or wage compliance clearance issues with O. H. Construction. These clearances indicate that the contractor has no outstanding claims against them.



Ray S. Topasna, Executive Director

Section 8 Office Expansion in Sinajana

Proposal due date: November 1, 2021

Proposal due time: 2:00 p.m.

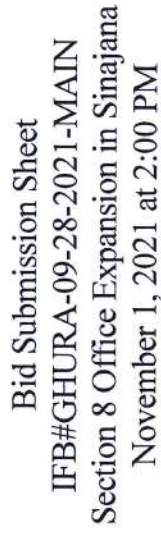
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ATTESTED BY: Coman Cobor / Gabriela "11/01/21"
Greta Balmeo Date: 11/01/2021

Greta Balmeo Date: 11/01/2021

Date: 11/01/2021

Date:

[illegible]

Sign-In Sheet

Name: Aileen de Nios

Firm: TJ Global

Phone: 632-1179

Email: aileen@tjglobal-services

Name: Greta Balmeo

Firm: GHURA

Phone: 475-1356

Email: gbalmeo@ghura.org

Name: Edul Chao

Firm: O.H. Cant

Phone: 482-3192

Email: mchaullha@gmail.com

Name: Camarin Cabral

Firm: GHURA

Phone: 456-1992

Email: ccabral@ghura.org

Name: EMER OCAVIPO

Firm: SURFACE SOLUTIONS

Phone: 483-5808

Email: emgincor.surface
solutions@gmail.com

Name: _____

Firm: _____

Phone: _____

Email: _____

Name: ALICE JAMES

Firm: GHURA

Phone: 475-1403

Email: alicej@ghura

Name: _____

Firm: _____

Phone: _____

Email: _____

Name: _____

Firm: _____

Phone: _____

Email: _____

Name: _____

Firm: _____

Phone: _____

Email: _____

			COST ESTIMATE				DATE PREPARED 12.03.21		SHEET 1 OF 2		
ACTIVITY AND LOCATION			CONSTRUCTION CONTRACT NO.						IDENTIFICATION NUMBER		
PROJECT TITLE GHURA S8 EXPANSION SINAJANA GUAM			ESTIMATED BY MSR A/E DIVISION						CATEGORY CODE NUMBER		
			REFERENCE: RS MEANS 2020						JOB ORDER NUMBER		
			STATUS OF DESIGN Engineering Estimate Only () PED (X) 60% () 100% () FINAL Other (Specify)								
ITEM DESCRIPTION		QUANTITY		UNIT COST		MATERIAL/LABOR COST		EQUIPMENT		ENGINEERING ESTIMATE	
		NUMBER	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
DEMOLITION											
a. Demolition of Existing Roof		109	sf	5.00	545.00	0.00	0.0				\$545.00
b. Removal of Existing Windows		1	each	0.00	0.00	60.00	60.0				\$60.00
SUBSTRUCTURE											
a. Foundation		65	lf	96.00	6,240.00	0.00	0.00				\$6,240.00
b. Slab-on-grade		514	sf	9.78	5,026.92	0.00	0.00				\$5,026.92
d. Excavation		24.96	cu	0.00	0.00	31.25	780.09				\$780.09
SHELL											
b. 2ND FLOOR		514	sf	32.00	16,448.00	0.00	0.0				\$16,448.00
b. Roof Construction		514	sf	32.00	16,448.00	0.00	0.0				\$16,448.00
EXTERIOR ENCLOSURE											
a. Exterior and Interoor Walls (CMU)		1429.2129	sf	13.50	19,294.37	0.00	0.0				\$19,294.37
b. Exterior Windows		8	each	0.00	0.00	500.00	4,000.0				\$4,000.00
ROOFING											
a. Roof Elastomeric Paint		514	sf	0.00	0.00	5.00	2,570.0				\$2,570.00
INTERIOR											
a. Interior Walls (Gypsum Board)		827	sf	11.93	9,866.11	0.00	0.0				\$9,866.11
c. Interior Doors		7	Each	0	0.00	1,300.00	9,100.00				\$9,100.00
d. Wall Finishes		4600	sf	0	0.00	2.33	10,704.20				\$10,704.20
e. Floor Finishes		1028	sf	0	0.00	6.76	6,949.28				\$6,949.28
f. Ceiling Finishes		1028	sf	0	0.00	10.00	10,280.00				\$10,280.00
f. Interior Countertop w/ Formica Finishes		43.32	sf	0	0.00	12.00	519.84				\$519.84
PLUMBING											
c. Rain Water Drainage (downspout and s		514	sf	0.00	0.00	0.64	328.960				\$328.96
MECHANICAL											
a. 18 BTU w/ Air Purifier		2	each	2,800.00	5,600.00	2,500.00	5,000.000				\$10,600.00
ELECTRICAL											
a. Electrical Service/Distribution		1028	sf	0.00	0.00	3.07	3,155.960				\$3,155.96
b. Lighting & Brach Wiring		1028	sf	0.00	0.00	20.00	20,560.000				\$20,560.00
c. Communication and Security		1028	sf	0.00	0.00	12.00	12,336.000				\$12,336.00
Civil											
a. Soil Report		1	LS	0.00	0.00	10,000.00	10,000.000				\$10,000.00
a. Hydro Seeding/Grading		1	LS	0.00	0.00	1,000.00	1,000.000				\$1,000.00
										Sub-Total	\$176,207.74
4% PERMIT FEES											
7% DESIGN FEES											
10% GRT											
15% PROFIT & OVERHEAD											
10% CONTNGENCIES											
Total										\$256,160.80	



GHURA

Guahan Housing and Urban Renewal Authority
Aturidat Ginima' Yan Rinueban Siudad Guahan
117 Bien Venida Avenue, Sinajana, GU 96910
Phone: (671) 477-9851 · Fax: (671) 300-7565 · TTY: (671) 472-3701



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Invitation for Bid IFB#GHURA-09-28-2021-MAIN Section 8 Office Expansion in Sinajana

Guam Housing and Urban Renewal Authority (GHURA) is accepting sealed bids for the Design and Construction to expand the new Section 8 offices located in GHURA's main office in Sinajana. This project is funded by the Housing Choice Voucher CARES Act.

GHURA has redesigned the bid process to comply with Executive Order 2020-14. GHURA maintains and enforces health and safety mitigation measures (i.e. social distancing, wearing of masks, frequent sanitization, occupancy limitation, etc.) which are outlined in the Guam DPHSS guidelines. An instructional video outlining the new bid process, the bid packet and bid forms are available on our website at:

<https://www.ghura.org/doing-business-us/bidsproposalsrelease-funds/invitation-bids>.

Bids will be accepted until **September 28, 2021 by 2:00 PM** at GHURA's Main Office in Sinajana. A non-refundable bid packet fee of \$50.00 (exact cash amount, money order, or company check) is required and can be submitted prior to or upon submission of a bid to be deemed official. A pre-bid conference will be held on **October 5, 2021 at 10:00 AM** in the **GHURA Main Office Conference Room** in Sinajana. Any questions regarding the project or requirements must be submitted in writing or via email to Greta Balmeo at gbalmeo@ghura.org no later than **October 19, 2021**. Bid closing date and time is **October 26, 2021, 2:00 PM**. All bid submittals will be opened publicly at **GHURA's Main Office Conference Room, Sinajana**.

Pursuant to 5GCA, Chapter 5, §5212, bid guarantees in the amount of 15% of the total base bid shall accompany each bid. The bid guarantee shall be a bid bond secured by a surety company authorized to do business in Guam and listed in the latest U.S. Department of Treasury Circular 570 published in the Federal Register; or as permitted by Guam law, a certified check, bank draft, or U.S. Government Bond at par value. All bid guarantees must be made payable to GHURA. **Personal checks will not be accepted.** GHURA reserves the right to waive irregularities and to reject any or all bids. Failure to submit a bid properly shall result in rejection of the bid.

For all contracts which exceed \$100,000, the successful bidder will be required to furnish and pay for satisfactory Performance and Payment bond for 100% of the contract price. GHURA will retain the bid guarantee until the performance bond is received and will release it soon thereafter. The Contractor must not discriminate on the basis of race, color, religion, sex, national origin, age, disability or genetic information in employment or the provision of services. Restriction Against Contractors Employing Convicted Sex Offenders from Working at Government of Guam Venues. (§5253 of Title 5 Guam Code Annotated).

The successful bidder will be required to accomplish the following to the best possible and greatest extent feasible:

1. A goal of awarding at least 50 percent of the dollar value of construction contracts to Minority and/or Women Business Enterprises (MBE/WBE) or General Contractors with MBE/WBE participation.
2. In accordance with Section 3 of the U.S. Department of Housing and Urban Development Act of 1968, all construction contractors, to the maximum extent feasible, shall provide training, contracting, and employment opportunities to low and very low-income persons especially recipients of government assistance for housing.

GHURA intends to award a contract on the basis of the lowest and most responsible bid for the work described in the bid documents. No bid shall be withdrawn for a period of sixty (60) days subsequent to the opening of bids without the prior written consent of GHURA.

GHURA is an Equal Opportunity Employer.


Ray S. Topasna
Executive Director

This advertisement has been paid with HUD Section 8 HCV funds.



GHURA

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Aturidat Ginima' Yan Rinueban Siudad Guahan
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Phone: (671) 477-9851 · Fax: (671) 300-7565 · TTY: (671) 472-3701
Website: www.ghura.org



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Monica O. Guzman
Vice Chairwoman

Anisia S. Delia
Commissioner

Frank T. Ishizaki
Commissioner

George F. Pereda
Commissioner

Karl E. Corpus
Resident Commissioner

Ray S. Topasna
Executive Director

Elizabeth F. Napoli
Deputy Director

IFB#GHURA-09-28-2021-MAIN
Section 8 Office Expansion in Sinajana
ADDENDUM NO. 1
October 13, 2021

General Intent:


This Addendum shall form a part of the Contract Documents. It is the intent of this Addendum to make clarifications and issue changes to the Specifications of the Bidding Documents.

Below are changes made to the bid specifications and requirements:

- 1. Bid submission requirements will no longer require Contractor Clearance only Contractor's License**
- 2. Liquidated Damages is reduced from \$350.00 to \$ 150.00**
- 3. See revised Scope of Work attachment**
- 4. Bid due date is extended from October 26, 2021 at 2:00 PM to November 01, 2021 at 2:00 PM**

Notice

This Addendum supplements the contents of the Invitation for Bid. Each Bidder is required to review the Addendum and address the contents of the Addendum within their respective Bid. Furthermore, each Bidder is required to acknowledge receipt of this Addendum by signing, dating, and returning the Addendum by email to Sonny Perez at sperez@ghura.org, Alice Jamaes at alicej@ghura.org, and Greta Balmeo at gbalmeo@ghura.org. Failure to abide by the contents of this Addendum may render the Bid non-responsive


Sonny P. Perez, P.E.
A/E Manager

Company Name: _____

Acknowledged By: _____

Date: _____

SPECIAL CONDITIONS

1. PROJECT SITE AND DESCRIPTION:

The projects are located in the Ghura main office in Sinajana. See attached drawings for location. Project consists of design and construct of the new S8 office expansion (see drawings) 1st floor consisted of 2-interview rooms and 3-work stations, 2nd Floor consisted of 6-work stations. See Scope of work below and attached preliminary floor plans and building elevations for references.

2. TIME OF COMPLETION:

The work shall commence at the time stipulated in the Notice to Proceed and shall be full completed within the time frame indicated below:

- a. Design Time: The contractor shall complete the **Design time with 60 calendar days** upon receipt of the notice to proceed and shall submit two sets of copies of the final design calculation and approved drawings to GHURA. Within the period of 60 days, the contractor shall schedule a meeting for each of the following phases of design completion with GHURA, together with the Architect and Engineer for analysis and comments prior to final design approval.
- b. Construction Contract Period: **190 consecutive calendar days** after building permit is issued and signed off by DPW and other government agencies.
- c. Liquidated Damages: In case of failure on part of the Contractor to complete the work within the time fixed in the Contract, or within any time extensions given thereof, the Contractor and his sureties shall be liable for and shall pay to GHURA the sum of \$150.00 liquidated damages per calendar days of delay until the work is completed or accepted.

3. DESIGN AND CONSTRUCTION CRITERIA

3.1 SCOPE OF WORK:

- a. The work consists of design and construction of the New S8 Office Expansion, including but not limited to site investigation, Site demolition, clearing and grubbing, earthwork, grading, minor landscape, drainage, complete and usable with all the necessary utilities, site improvements and structures as required.
- b. The contractor shall retain the services of a Professional Architectural & Engineers who is currently registered and Licensed in Guam to design and develop an approved construction set of drawings suitable for permit review and approval, and use for the construction of new homes.
- c. Design and construction shall be new reinforced concrete roof and slab on grade structure with concrete masonry unit (CMU) walls. The alternative systems design must be insurable and shall meet all applicable building code, fire code and local code.
- d. Design Criteria: International building code (IBC) 2009 edition, Wind Velocity 170mph, Exposure "C". Seismic forces-per IBC 2009 edition.
- e. See attached Preliminary architectural floor plan, sections and building elevation.
- f. Construction completion, units must be occupancy ready, all utilities shall be connected.

3.2 ITEM OF WORK

- a. DEMOLITION: Removal of existing window and demolition of existing window curb.
Partial demolition of existing roof overhang and slab on grade. Remove existing wash

basin and cap existing waterline at existing building corner adjacent to generator room. Existing catch basin to be demo, existing drain pipe to remain for new catch basin as required.

- b. NEW FLOOR: Shall consist with ceramic floor tiles and four (4) inches high ceramic wall base at all areas.
- c. WALLS: All wall shall be Plaster and Paint finish (new & existing wall surfaces). Existing wall opening shall reinforced concrete infill with epoxy anchors to existing wall.
- d. ROOF: Slope new roof 1/4in per foot towards the front of the building and provide new 4"dia. drain pipes with concrete splash box, provide elastomeric roof coating "Fluid applied urethane roofing system, "Multi-Thane 4556-60 Mil , provide new stainless steel metal flashing (20ga.) continues throughout the entire joint between existing and new building connection, seal all joints water tight.
- a. ELECTRICAL: Provide new electrical sub-panel and electrical raceway connected to existing electrical system, contractor shall field verify and ensure load are equally balance prior to new electrical panel connection. Provide 2x4 Fluorescent light fixtures, 2x4 Fluorescent light fixtures with emergency ballast, EXIT Light with emergency ballast, all light fixtures shall be ceiling mounted. Provide outlets 1each per work stations and 1each per interview rooms. 1 each Communication raceway per work stations and 1each per interview rooms. The contractor to coordinate with GHURA's MIS division on all Communication point of connections and locations.
- b. MECHANICAL: Two 18,000 BTU each for 1st & 2nd floor, Air-Cooled Condensing Units & Fan Coil Units. The ACCU Units to be mounted at top of roof on concrete pad and secured with stainless steel diagonal tie down straps, and the FCU shall be ceiling mounted. All air condition shall consisted with "Air Purifiers" Provide new Exhaust fan (ceiling mounted @ 1st floor only) with light control 1each at the interview rooms.
- c. INTERVIEW ROOMS: shall be design for ADA compliance, counter top (Formica finish) with window between client and interview clerk (New window types and counter top finish to match existing in-kind. Contractor to field verify).
- d. DOORS: Office Door shall be 36" wide solid core wood door with level type keyed lock. Interview rooms (at the client entry) doors 36" wide with privacy lever type handle and 4in wide x 16in high window view. (New doors type to match existing in-kind, Contractor to field verify). Sliding Door shall be 48" wide with fixed window view 4"wide x 16in high.
- e. MISCELLANEOUS: Existing wall mounted vent for existing range hood to be extended to new wall surfaces, provide new wall cap vent. Provide new roof coating & 2"insulation at under roof slab.
- f. SITE GRADING: Finish floor slab shall be 6inches above finish grade. Slope finish grade 2% away from building and provide earth swale with 1% slope to daylight. New drainage system shall comply with EPA requirements.

3.6 SOIL INVESTIGATION REPORT: The contractor shall consult with soil engineer to secure the Required soil report. Soil investigation and report will be at contractor's cost.

3.7 LANDSCAPING: The landscaping required shall consist of placing 4" thick topsoil. Bermuda grass should be at least 1" high prior to final acceptance. Planting of trees and shrubs are also required.

3.8 PERMITS AND CLEARANCES: The following permits and clearances necessary for The project's execution shall be the responsibility of the contractor.

GENERAL NOTES:

1. Drawings provided are preliminary drawings for Bid purpose only and shall not be used for construction document. Contractor shall obtain Registered Architect & Engineer to provide assessments to the existing building condition and construction documents and to comply with Guam Design Codes and Guides References for building permit.
 2. Contractor shall field verify existing site condition, dimensions and scope of work prior to bidding. Contractor to notify contracting officer for any discrepancies between scope of work, actual field conditions and project intent which may interfere with this project.
 3. Miscellaneous items of work not indicated but which are necessary to implement the project intent of which are customarily performed shall be provided by the Contract Bidder as if fully and correctly described in the scope of work and/or drawings.
 4. The contractor shall coordinate and obtain all necessary clearance from all Government agencies prior to any work activity within government utility side. Damaged done by the contractor to any existing GOVGUAM utility lines shall be repaired by the contractor at no cost to the Government. Repair work shall be per GOVGUAM standards and approval.
 5. The Contractor shall obtain and pay for the Building Permit and Other Permit and Governmental Fees, License and Inspections necessary for proper execution and completion of the work.
 6. Protection: Provide temporary fences, barricades, coverings, or other protection to preserve existing items indicated to remain and to prevent injury or damage to persons or property. Provide protection for adjacent properties, restore damaged work to condition existing prior to start of work.
 7. Cleaning up: The Contractor shall, at all times, keep the premises free from accumulations of waste materials or rubbish caused by his operations. At the completion of the work, he shall remove from site all construction materials, waste materials and rubbish from and about the sites as well.
- I. DESIGN CODES/GUIDES AND REFERENCES
- All services shall be performed in accordance with the general criteria contained in following references.
- a) Building Law, Title XXXII, Government Code of Guam

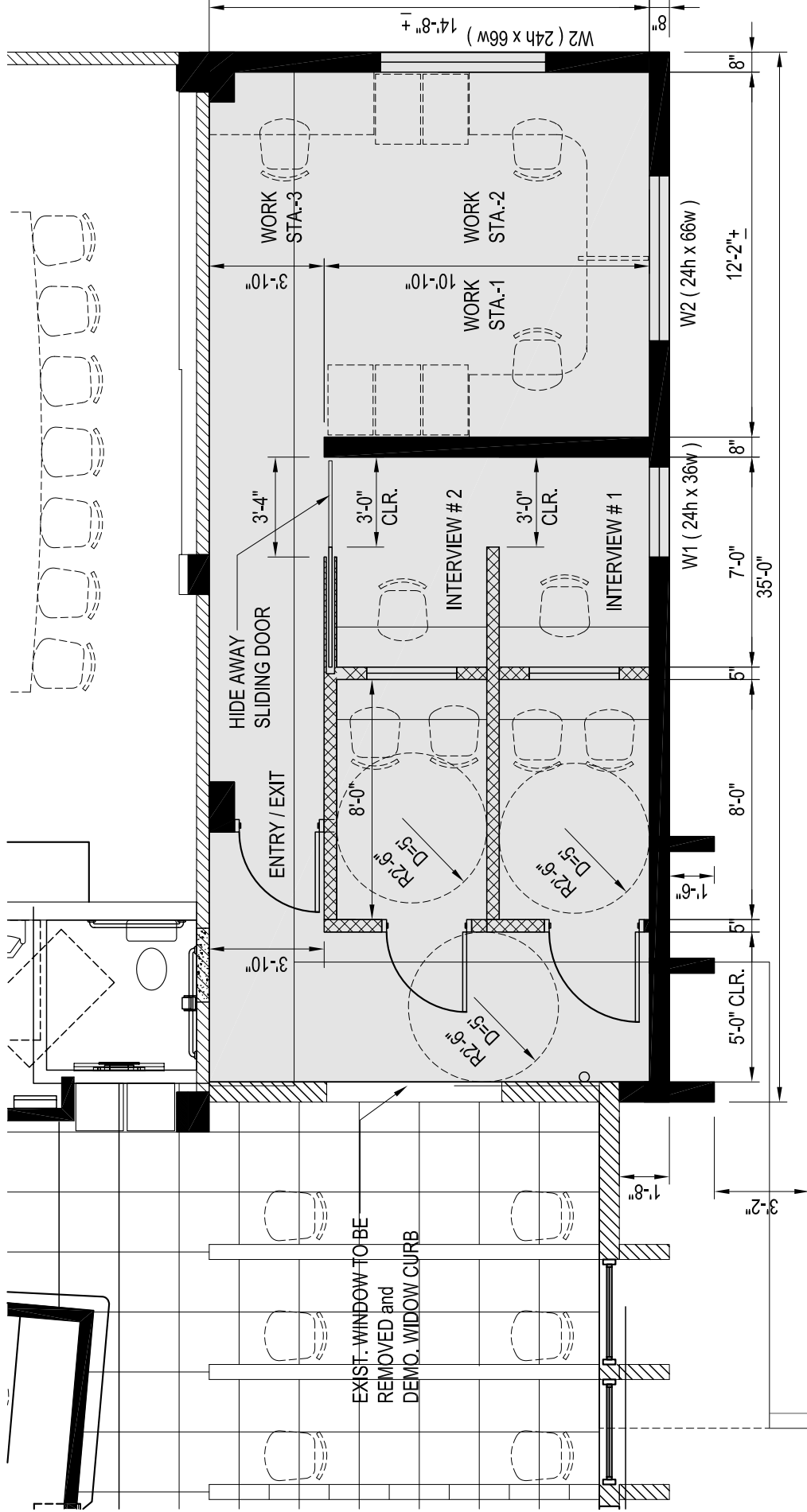
- b) International Building Code (2009 Edition)
- c) International Mechanical Code (Latest Edition)
- d) International Plumbing Code (Latest Edition)
- e) National Electrical Code (NEC-Latest Edition)
- f) National Electrical Safety (NESC –Latest Edition)
- g) Life Safety (Latest Edition)
- h) International Fire Code (IFC Latest Edition)
- i) National Fire Protection Association Handbook (NFPA 70)
- j) Illuminating Engineering Society (IES)
- k) American Disability Act (ADA)
- l) GEPA, USEPA, CFR29
- m) Guam Energy Code
- n) Army Corp of Engineers
- o) 2006 CNMI/Guam Storm water Management Manual
- p) All other codes, regulations, technical publications and design manuals applicable in the performance of this RFP.

II. GOVERNMENT REVIEWING AND APPROVING AGENCIES:

- 1. Department of Public Works
- 2. Guam Environmental Protection Agency
- 3. Department of land Management
- 4. Guam Power Authority
- 5. Guam Waterworks Authority
- 6. Guam Historic Preservation
- 7. Guam Department of Agriculture

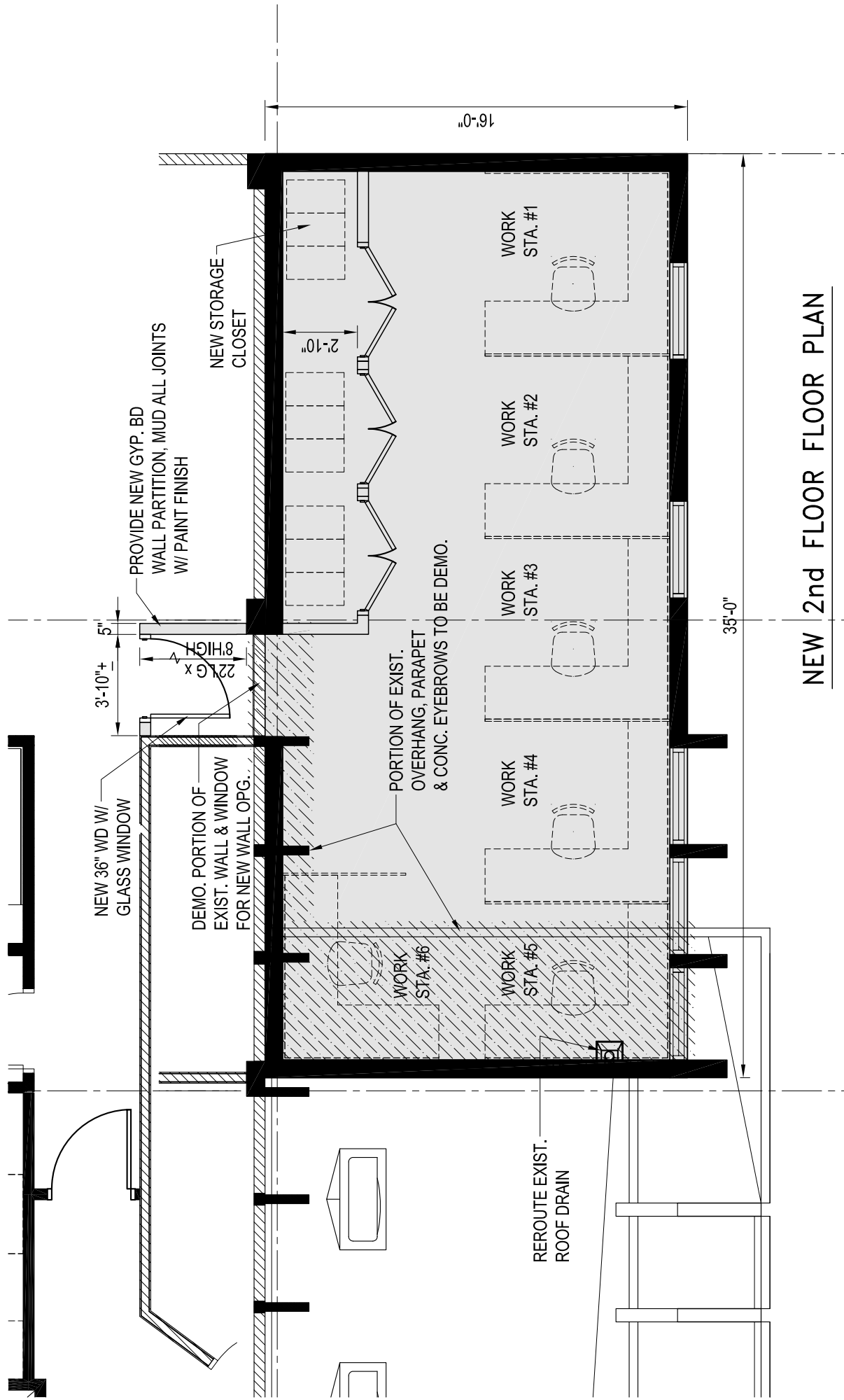
III. DISPOSAL:

- 1. Removal and Disposal fee shall be paid by the contractor.

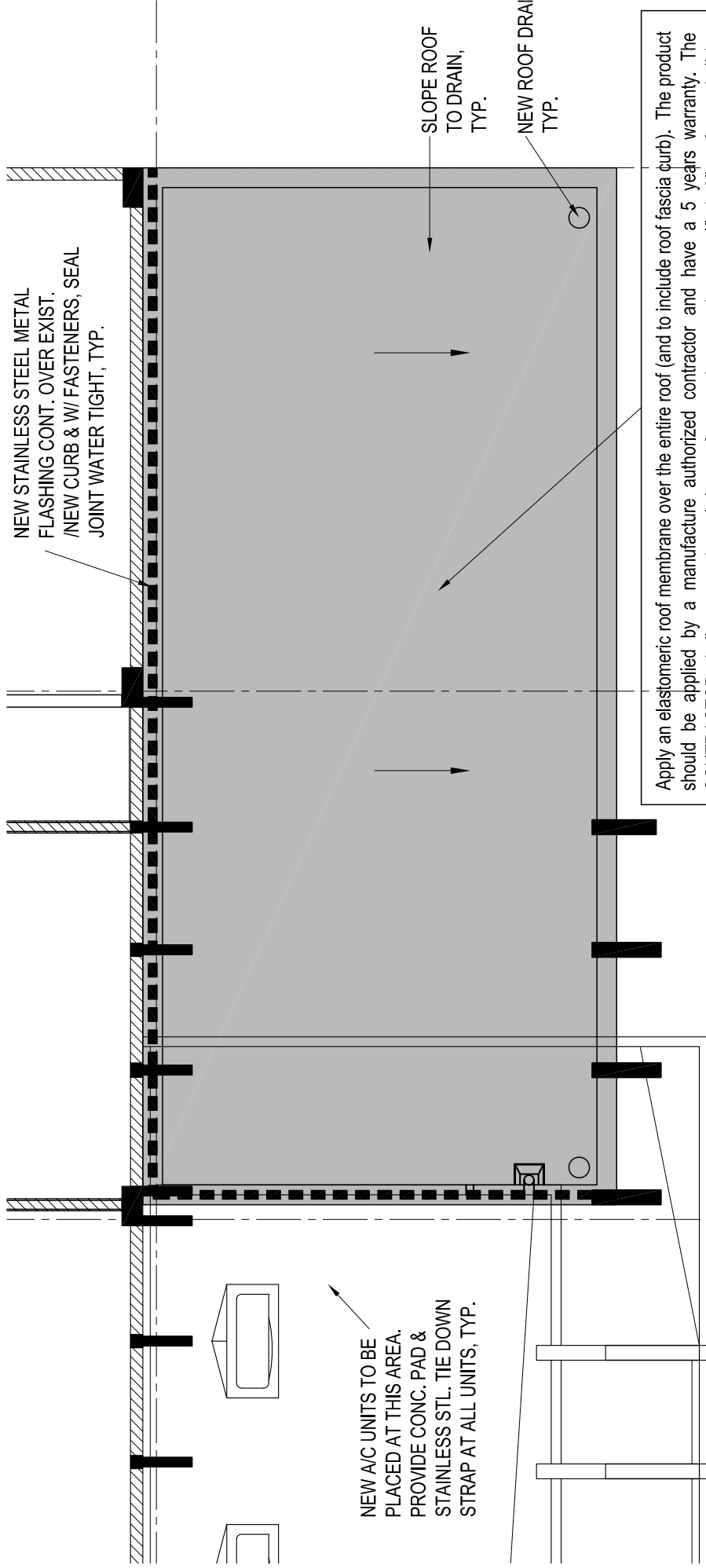


S8 OFFICE EXPANSION 1st FLOOR PLAN

EXIST. GRASS AREA



NEW 2nd FLOOR PLAN



ROOF PLAN

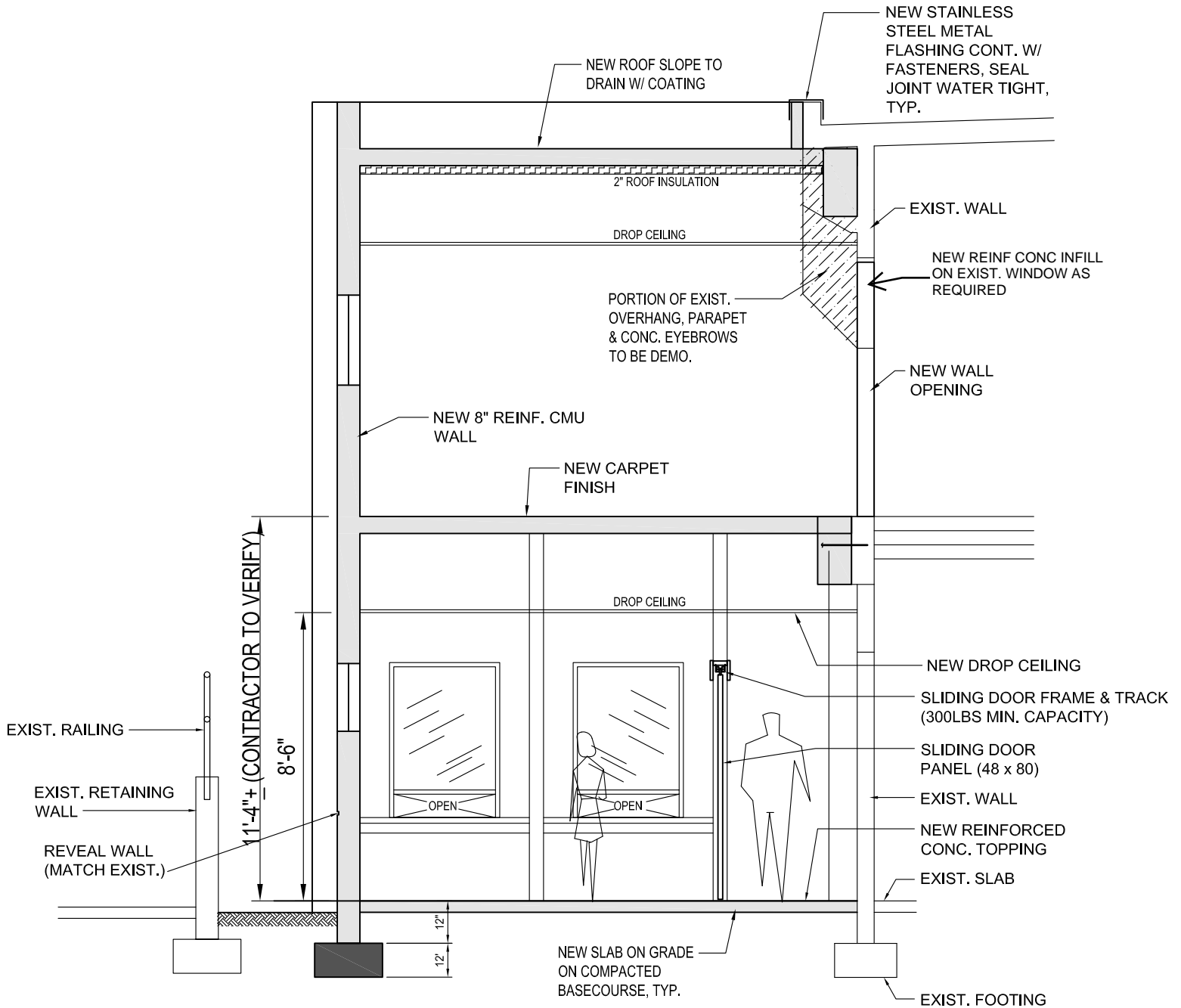
Apply an elastomeric roof membrane over the entire roof (and to include roof fascia curb). The product should be applied by a manufacture authorized contractor and have a 5 years warranty. The CONTRACTOR shall prepare the existing surfaces to be coated as specified. All surfaces shall be prepared in accordance with the manufacturer's instructions for the material to be applied.

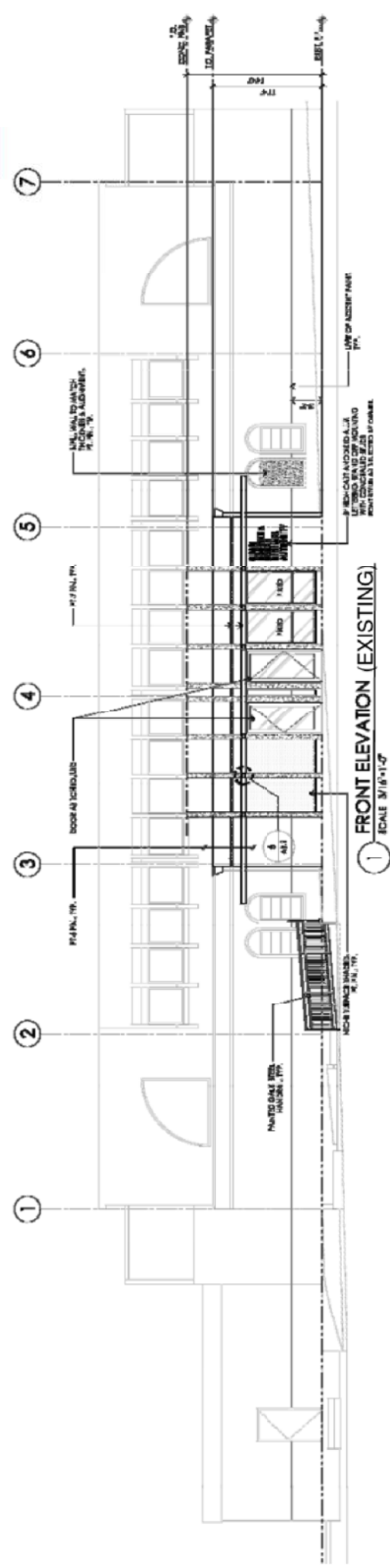
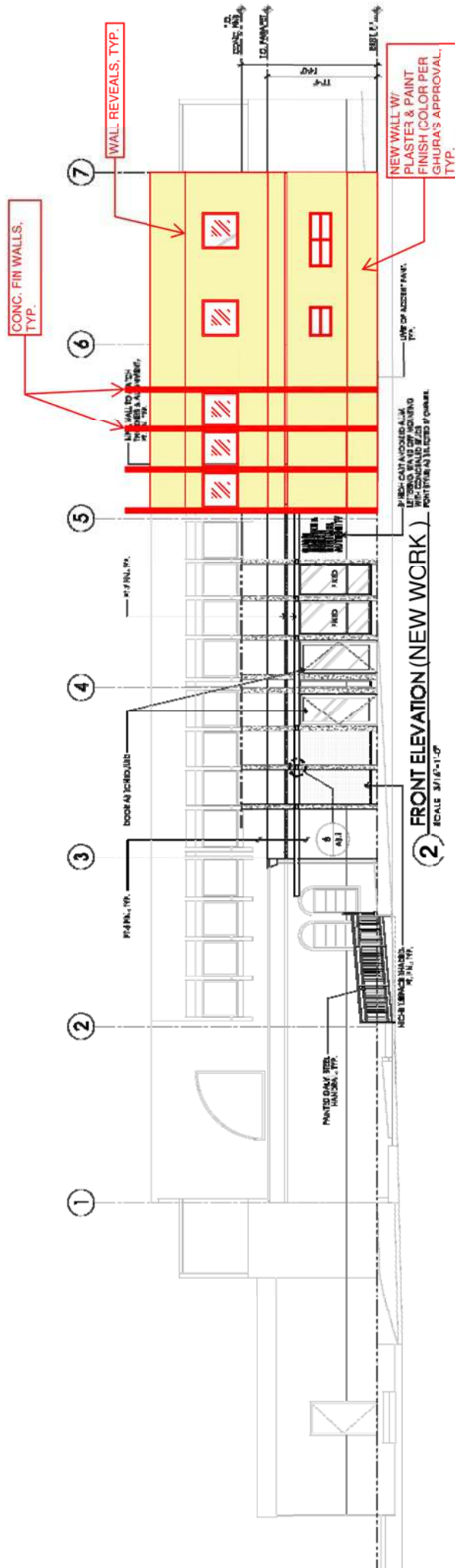
Fluid applied urethane roofing system, "Multi-Thane 60 Mil". Consisting of the following:

Primer: Epoxy-Polyamide, low viscosity, two-component primer sealer.

Base Membrane: Single-component, high adhesion, moisture cured, liquid aromatic urethane, 85% weigh solids.

Second and Third Coat Membrane: Single-component liquid, aromatic urethane, 80% weight solids. Warranty period is five years after date of substantial completion of roof work. Finish top coat color shall to White.







GHURA

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Summary of Executive Management Performance Evaluation (EMPE) for

Elizabeth F. Napoli – Deputy Director

Review Period: 01/14/2021 – 01/13/2022 (Annual Requirement-GHURA Comp Plan)

Pursuant to 5GCA §43202, the GHURA Board of Commissioners decided at their 07/08/19, regularly scheduled board meeting that each Commissioner independently evaluate both the Executive Director and Deputy Director, and submit their completed evaluations directly to the Human Resources Division for compilation.

This annual evaluation is also required for GHURA's Compensation Plan for the performance review period of 01/14/2021 – 01/13/2022.

At the close of business on 12/02/2021, HR received a total of five (5) evaluations. Based on the total evaluations, Ms. Elizabeth F. Napoli earned an overall **"Highly Satisfactory"** performance rating as the Deputy Director for the period of 01/14/2021 – 01/13/2022. The performance evaluation was based on the following factors:

Expectation of Executives:

1. Leadership
2. Strategic Planning
3. Communicates Vision and Direction
4. Champions Innovation
5. Promotes Ethics
6. Builds Relationships
7. Decision Making
8. Leads Change
9. Inspires and Directs Action
10. Promotes Diversity
11. Accountability/Fiscal/Fiduciary Responsibility
12. Business Acumen
13. Effective Operation & Maintenance of HUD Plans and Projects

Standards

- Customer Focus
- Adherence to Policy and Federal HUD Regulations

SUMMARY:

Based on the overall rating of "**Highly Satisfactory**", the GHURA Board of Commissioners will **retain** Ms. Elizabeth F. Napoli as the Deputy Director of the Guam Housing and Urban Renewal Authority. Pursuant to the GHURA Personnel Rules and Regulations and compensation plan, the "**Highly Satisfactory**" rating will be processed accordingly with an effective date of 1/14/2022.


Prepared by: K.K. Bersamin, Personnel Services Administrator, DBA, SPHR, SHRM-SCP

Date: 12/3/21



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)	Employee ID No. 728
Period of Report From: 01/14/2021 To: 01/13/2022	Reason for Report <input type="checkbox"/> Semi-Annual (Initial) <input checked="" type="checkbox"/> Annual	Name of Rater <i>Nonia Guzman</i>

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

Deputy Director Napoli has been very diligent & committed to the mission of the agency.
All my interaction with her has been very professional.



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)			Employee ID No. 728	
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor (Check the rating that applies to each)	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
1. Leadership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategic Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Communicates Vision and Direction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Champions Innovation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Promotes Ethics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Builds Relationships	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Decision Making	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Leads Change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Inspires and Directs Action	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Promotes Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Accountability / Fiscal / Fiduciary Responsibility	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Business Acumen	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Effective Operation & Maintenance of Section 8 and AMP's	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)			Employee ID N o 728
PART III - STANDARDS <i>(Completed by Supervisor)</i>	Outstanding	Highly Satisfactory	Satisfactory	Un-Satisfactory
Performance Standard: <i>(Customer Focus)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Justification: <i>GHURA is fortunate to have Ms Napoli on the management team.</i>				
Performance Standard: <i>(Adherence to Policy and Federal HUD Regs)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments/Justification:

PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

☒ OUTSTANDING

☐ SATISFACTORY

☐ MARGINAL

☐ HIGHLY SATISFACTORY

☐ UNSATISFACTORY

☒ RETAIN

☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS

Date:

Monica O. Guzman
Monica O. Guzman, Vice Chairwoman, Acting Chair, GHURA BOARD OF COMMISSIONERS

Date:

12/2/2021

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS

Date:

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS

Date:

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS

Date:

Karl E. Corpus, Resident Member, GHURA BOARD OF COMMISSIONERS

Date:

(Vacant), Member, GHURA BOARD OF COMMISSIONERS

Date:



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	ELIZABETH F. NAPOLI	Position Classification / Title	Deputy Director (Unclassified)	Employee ID N o	728
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COMPLETE BY EMPLOYEE:

☒ Concur

☐ Do not Concur (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

I greatly appreciate Ms. Napoli's evaluation of my performance. I look forward to ~~her~~ continued collaboration with her on the Board.


Employee Signature

12/02/2021
Date



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)	Employee ID No. 728
Period of Report From: 01/14/2021 To: 01/13/2022	Reason for Report <input type="checkbox"/> Semi-Annual (Initial) <input checked="" type="checkbox"/> Annual	Name of Rater Anisia Delia

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title				Employee ID No.	
ELIZABETH F. NAPOLI	Deputy Director (Unclassified)				728	
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor (Check the rating that applies to each)						
	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory	
1. Leadership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Strategic Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Communicates Vision and Direction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Champions Innovation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Promotes Ethics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Builds Relationships	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Decision Making	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Leads Change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Inspires and Directs Action	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Promotes Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. Accountability / Fiscal / Fiduciary Responsibility	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12. Business Acumen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. Effective Operation & Maintenance of Section 8 and AMP's	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)			Employee ID No. 728	
PART III - STANDARDS <i>(Completed by Supervisor)</i>	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-Satisfactory
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Standard: *(Customer Focus)*

Comments/Justification:

Deputy Director Napoli is responsive, accountable and continues to keep the best interest of the agency and customer in mind when making decisions. She continues to show a high level of passion in the needs of the Public Housing customers. She is very customer centric and always ensures issues are resolved. She is easily accessible to the Board of Commissioners and always provides valuable input. She has my full confidence and trust in all her management decisions.

Performance Standard: *(Adherence to Policy and Federal HUD Regs)*

Comments/Justification:

Deputy Director Napoli shows a high level of adherence and is very knowledgeable of HUD regulations. Her understanding allows the GHURA team to continually meet HUD requirements and deadlines.

PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

☒ OUTSTANDING ☐ SATISFACTORY ☐ MARGINAL
☐ HIGHLY SATISFACTORY ☐ UNSATISFACTORY

☒ RETAIN ☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS Date: _____

Monica O. Guzman, Vice Chairwoman, Acting Chair, GHURA BOARD OF COMMISSIONERS Date: _____



Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS Date: 12/1/21

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS Date: _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS Date: _____

Karl E. Corpus, Resident Member, GHURA BOARD OF COMMISSIONERS Date: _____

(Vacant), Member, GHURA BOARD OF COMMISSIONERS Date: _____



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	ELIZABETH F. NAPOLI	Position Classification / Title	Deputy Director (Unclassified)	Employee ID No.	728
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COMPLETE BY EMPLOYEE:

☒ Concur

☐ Do not Concur (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

We have been fortunate to have Ms. Dalia on our Board of Commissioners. I am very appreciative of her evaluation of my performance and will continue to work diligently ~~for~~ towards meeting GHURA's mission.

E. F. Napoli
Employee Signature

12/02/2021
Date

Rec 11/27/21
11:25am
WTH



HOUSING AND URBAN RENEWAL AUTHORITY
MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)	Employee ID No. 728
Period of Report From: 01/14/2021 To: 01/13/2022	Reason for Report Semi-Annual (Initial) Annual	Name of Rater

PART I - SELF-ASSESSMENT (Completed by Executive)

Exec. Eval.

George F. Pereda <gfpmatot@yahoo.com>
To: George F. Pereda <gfpmatot@gmail.com>


Sat, Nov 27, 21:13

Executive Management Performance Evaluation

Review of **Part I - Self Assessment**: **A. Mission**; **B. Strategic Plan Objectives**; **C. Activity(ies)**; **D. Summary of Performance**; - - it says on *the form that these were supposed to be completed by the "Executive". The fillers for these sections of the Management Performance Evaluation for both Mr. Topasna and Ms. Napoli are identical, meaning that neither completed these sections individually. Specific details on initiatives related to the task, i.e., B-1.- "to provide decent, safe, & sanitary homes for GHURA clients", should have been given so as to show on-going efforts and distinguish each individual's accomplishments. These entries would have been most helpful in truly evaluating the executives' performances for this evaluation cycle. As it is, the lack of specific, individualized entries by either The Executive Director or The Deputy Director for any of the four parts of Part I rendered them invalid, and of little use in the evaluation of their performances.*


D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)			Employee ID No. 728	
PART II - EXPECTATIONS OF EXECUTIVES: <i>Completed by Supervisor</i> <i>(Check the rating that applies to each)</i>	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
1. Leadership					

2.	Communicates Vision and Direction	X				
3.	Champions Innovation	X				
4.	Promotes Ethics	X				
5.	Builds Relationships	X				
6.	Decision Making		X			
7.	Leads Change		X			
8.	Inspires and Directs Action	X				
9.	Promotes Diversity		X			
10.	Accountability / Fiscal / Fiduciary Responsibility	X				
11.	Business Acumen	X				
12.	Effective Operation & Maintenance of Section 8 and AMP's	X				

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name ELIZABETH F. NAPOLI		Position Classification / Title Deputy Director (Unclassified)			Employee ID No. 728
PART III - STANDARDS (Customer Focus) Supervisor		Outstanding	Highly Satisfactory	Satisfactory	Un-Satisfactory
Performance Standard: (Customer Focus)		X			

Part III - Performance Standard - "Customer Focus" - Ms. Napoli is very personable and has the prerequisite demeanor to be able to work well with her counterparts in other government agencies, the GHURA managers and staff, and the public at large. That is a great plus when it comes to performing the numerous and varying tasks assigned to her by the executive director.

Performance Standard: (Adherence to Policy and Federal HUD Regs)	X			
Comments/Justification:				

Part IV - Performance Standard - "Adherence to Policy and Federal HUD Regs" - Ms. Napoli is fully cognizant of the policy and federal HUD regulations governing the operations of the PHA. She has done extremely well in knowing and understanding how to best achieve GHURA's mission while following to a "T" all pertinent regulations and policies.

PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

OUTSTANDING

HIGHLY SATISFACTORY

SATISFACTORY

3.92

MARGINAL

UNSATISFACTORY

RETAIN

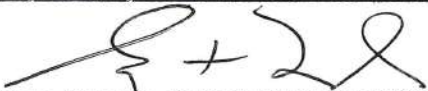
NOT RE



(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS Date:

Monica O. Guzman, Vice Chairwoman, Acting Chair, GHURA BOARD OF COMMISSIONERS Date:

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS Date:



29 Nov '22

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS Date:

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS Date:

Karl E. Corpus, Resident Member, GHURA BOARD OF COMMISSIONERS Date:

(Vacant), Member, GHURA BOARD OF COMMISSIONERS Date:

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)	Employee ID No. 728
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COMPLETE BY EMPLOYEE:

Concur

☒ **Do not Concur** (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

I do not concur with the evaluation because the overall score does not seem to correspond with the ratings under outstanding and highly satisfactory.

E. J. Thapali

Employee Signature

12/03/2021

Date





GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)	Employee ID No. 728
Period of Report From: 01/14/2021 To: 01/13/2022	Reason for Report <input type="checkbox"/> Semi-Annual (Initial) <input checked="" type="checkbox"/> Annual	Name of Rater FRANK ISAIAZAKY

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

Dec 11/2021 Wang 10:20pm

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title			Employee ID No.		
ELIZABETH F. NAPOLI	Deputy Director (Unclassified)			728		
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor (Check the rating that applies to each)	Deputy Director (Unclassified)		Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
	Outstanding	Satisfactory				
1. Leadership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategic Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Communicates Vision and Direction	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Champions Innovation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Promotes Ethics	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Builds Relationships	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Decision Making	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Leads Change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Inspires and Directs Action	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Promotes Diversity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Accountability / Fiscal / Fiduciary Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Business Acumen	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Effective Operation & Maintenance of Section 8 and AMP's	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)			Employee ID No. 728	
PART III - STANDARDS (Completed by Supervisor)					
Performance Standard: (Customer Focus)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Justification:	ELIZABETH IS A VERY EFFECTIVE DEPUTY AND WORKS WELL w/ THE EXECUTIVE DIRECTOR. SHE LEADS BY EXAMPLE & HELPS KEEP GHURA OPERATIONAL.				
Performance Standard: (Adherence to Policy and Federal HUD Regs)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments/Justification:	SHE IS VERY FAMILAR w/ HUD REGULATIONS & POLICY				
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PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

☐ OUTSTANDING ☐ SATISFACTORY ☐ MARGINAL
☒ HIGHLY SATISFACTORY ☐ UNSATISFACTORY

☒ RETAIN ☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS Date: _____

Monica O. Guzman, Vice Chairwoman, Acting Chair, GHURA BOARD OF COMMISSIONERS Date: _____

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS Date: _____

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS Date: _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS Date: 11/26/2024

Karl E. Corpus, Resident Member, GHURA BOARD OF COMMISSIONERS Date: _____

(Vacant), Member, GHURA BOARD OF COMMISSIONERS Date: _____



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	ELIZABETH F. NAPOLI	Position Classification / Title	Deputy Director (Unclassified)	Employee ID No.	728
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COMPLETE BY EMPLOYEE:

☒ Concur

☐ Do not Concur (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

I greatly appreciate the continued confidence Mr. Ishigaki has expressed in my performance. I look forward to ongoing progress with GHURA's mission.

E. Ishigaki

Employee Signature

11/29/2021

Date



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)	Employee ID No. 728
Period of Report From: 01/14/2021 To: 01/13/2022	Reason for Report <input type="checkbox"/> Semi-Annual (Initial) <input checked="" type="checkbox"/> Annual	Name of Rater Karl E. Corpus

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title Deputy Director (Unclassified)				Employee ID No.
ELIZABETH F. NAPOLI					728
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor <i>(Check the rating that applies to each)</i>					
	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
1. Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategic Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Communicates Vision and Direction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Champions Innovation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Promotes Ethics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Builds Relationships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Decision Making	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Leads Change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Inspires and Directs Action	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Promotes Diversity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Accountability / Fiscal / Fiduciary Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Business Acumen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Effective Operation & Maintenance of Section 8 and AMP's	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)			Employee ID No. 728
PART III - STANDARDS <i>(Completed by Supervisor)</i>				
Performance Standard: <i>(Customer Focus)</i>	Outstanding <input checked="" type="checkbox"/>	Highly Satisfactory <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Un-Satisfactory <input type="checkbox"/>
Comments/Justification:				

Performance Standard: <i>(Adherence to Policy and Federal HUD Regs)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Justification:					

PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

☒ OUTSTANDING

☐ SATISFACTORY

☐ MARGINAL

☐ HIGHLY SATISFACTORY

☐ UNSATISFACTORY

☒ RETAIN

☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS

Date: _____

Monica O. Guzman, Vice Chairwoman, Acting Chair, GHURA BOARD OF COMMISSIONERS

Date: _____

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS

Date: _____

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS

Date: _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS

Date: _____

~~Karl E. Corrales, Resident Member, GHURA BOARD OF COMMISSIONERS~~

Date: 11/30/2021

(Vacant), Member, GHURA BOARD OF COMMISSIONERS

Date: _____



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	ELIZABETH F. NAPOLI	Position Classification / Title	Deputy Director (Unclassified)	Employee ID No.	728
---------------	---------------------	---------------------------------	--------------------------------	-----------------	-----

COMPLETE BY EMPLOYEE:

☒ Concur

☐ Do not Concur (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

I greatly appreciate Board Member Corpus's dedication on my performance. He has been an asset to our Board as a Resident Commissioner. I look forward to his continued contribution to GHURA's mission.

Elizabeth F. Napoli 11/30/2021
Employee Signature Date



GHURA

Guam Housing and Urban Renewal Authority
Aturidat Ginima' Yan Rinueban Siudad Guahan
117 Bien Venida Avenue, Sinajana, Guam 96910
Phone: (671) 477-9851 • Fax: (671) 300-7565 • TTY: (671) 472-3701



Summary of Executive Management Performance Evaluation (EMPE) for

Ray S. Topasna – Executive Director

Review Period: 01/11/2021 – 01/10/2022 (Annual Requirement-GHURA Comp Plan)

Pursuant to 5GCA §43202, the GHURA Board of Commissioners decided at their 07/08/2019, regularly scheduled board meeting that each Commissioner independently evaluate both the Executive Director and Deputy Director, and submit their completed evaluations directly to the Human Resources Division for compilation.

This annual evaluation is also required for GHURA's Compensation Plan for the performance review period of 01/11/2021 – 01/10/2022.

At the close of business on 12/02/2021, HR received a total of five (5) evaluations. Based on the total evaluations, Mr. Ray S. Topasna earned an overall **"Highly Satisfactory"** performance rating as the Executive Director for the period of 01/11/2021 – 01/10/2022. The performance evaluation was based on the following factors:

Expectation of Executives:

1. Leadership
2. Strategic Planning
3. Communicates Vision and Direction
4. Champions Innovation
5. Promotes Ethics
6. Builds Relationships
7. Decision Making
8. Leads Change
9. Inspires and Directs Action
10. Promotes Diversity
11. Accountability/Fiscal/Fiduciary Responsibility
12. Business Acumen
13. Effective Operation & Maintenance of HUD Plans and Projects

Standards

- Customer Focus
- Adherence to Policy and Federal HUD Regulations

SUMMARY:

Based on the overall rating of **"Highly Satisfactory"**, the GHURA Board of Commissioners will **retain**, Mr. Ray S. Topasna as the Executive Director of the Guam Housing and Urban Renewal Authority. Pursuant to the GHURA Personnel Rules and Regulations and compensation plan, the **"Highly Satisfactory"** rating will be processed accordingly with an effective date of 1/11/2022.


Prepared by: K.K. Bersamin, Personnel Services Administrator, DBA,SPHR,SHRM-SCP

Date: 12/3/2021



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)	Employee ID No. 617
Period of Report From: 01/11/2021 To: 01/10/2022	Reason for Report <input type="checkbox"/> Semi-Annual (Initial) <input checked="" type="checkbox"/> Annual	Name of Rater <i>Norica Cruzman</i>

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

Director Tpasna ~~is~~ has the interests of the agency at heart -
He thinks strategically & is committed to bringing the
agency into compliance -



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Deputy Director (Unclassified)			Employee ID No. 728	
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor (Check the rating that applies to each)	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
1. Leadership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategic Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Communicates Vision and Direction	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Champions Innovation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Promotes Ethics	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Builds Relationships	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Decision Making	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Leads Change	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Inspires and Directs Action	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Promotes Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Accountability / Fiscal / Fiduciary Responsibility	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Business Acumen	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Effective Operation & Maintenance of Section 8 and AMP's	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



GUAM HOUSING AND URBAN AFFAIRS AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)			Employee ID No 617
PART III - STANDARDS (Completed by Supervisor)	Outstanding	Highly Satisfactory	Satisfactory	Un-Satisfactory
Performance Standard: (Customer Focus)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Justification: <i>Director Topasna is a champion for independence.</i>				
Performance Standard: (Adherence to Policy and Federal HUD Regs)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Justification:				

PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

☐ OUTSTANDING ☐ SATISFACTORY ☐ MARGINAL
☒ HIGHLY SATISFACTORY ☐ UNSATISFACTORY

☒ RETAIN ☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS Date: _____
Monica O. Guzman *12/2/2021*
Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS Date: _____

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS Date: _____

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS Date: _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS Date: _____

Karl E. Corpus, Resident Member, GHURA BOARD OF COMMISSIONERS Date: _____

(Vacant), Member, GHURA BOARD OF COMMISSIONER Date: _____



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)	Employee ID Number 617
--	---	----------------------------------

COMPLETE BY EMPLOYEE:

☒ **Concur**

☐ **Do not Concur** (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

Ray S. Topasna 12/2/2019
Employee Signature Date



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)	Employee ID No. 617
Period of Report From: 01/11/2021 To: 01/10/2022	Reason for Report <input type="checkbox"/> Semi-Annual (Initial) <input checked="" type="checkbox"/> Annual	Name of Rater Anisia Delia

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)			Employee ID No. 617	
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor (Check the rating that applies to each)	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Unsatisfactory
<i>1. Leadership</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>2. Strategic Planning</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>3. Communicates Vision and Direction</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>4. Champions Innovation</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>5. Promotes Ethics</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>6. Builds Relationships</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>7. Decision Making</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>8. Leads Change</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>9. Inspires and Directs Action</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>10. Promotes Diversity</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>11. Accountability / Fiscal / Fiduciary Responsibility</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>12. Business Acumen</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>13. Effective Operation & Maintenance of HUD Plans and Projects</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



GUAM HOUSING AND URBAN RENEWAL AUTHORITY **EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)			Employee ID No. 617	
PART III - STANDARDS <i>(Completed by Supervisor)</i>	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-Satisfactory
Performance Standard: <i>(Customer Focus)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments/Justification:

Director Topasna continues to exceed the expectations of the Public Housing customers by implementing innovative projects and thinking outside of the box. His various plans to expand and improve programs for these customers and continued improvement of customer services are evident of his focus and passion for the community. He demonstrates his commitment to the public by motivating his staff to provide excellent customer service that leave a lasting impression to our community. He has strong reasoning and critical thinking skills when dealing with challenging situations and makes an extra effort to give accurate information. He quickly addresses all issues that arise and has shown dedication to the Public Housing customers and the organizations employees. He is easily accessible to the Board of Commissioners and always keeps us updated. He has my full confidence and trust in his management decisions.

Performance Standard: <i>(Adherence to Policy and Federal HUD Regs)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments/Justification:

Director Topasna continues to demonstrate his institutional knowledge of Federal HUD regulation sby monitoring any changes to policies that are issued. His extensive knowledge allows GHURA to continually meet HUD requirements and deadlines. He continues to exudes a high level of adherence to these policies and regulations in execution of his duties and responsibilities in the day-to-day operations.

PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

☒ OUTSTANDING

☐ SATISFACTORY

☐ MARGINAL

☐ HIGHLY SATISFACTORY

☐ UNSATISFACTORY

☒ RETAIN

☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS

Date: _____

Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS

Date: _____

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS

Date: _____

12/1/21

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS

Date: _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS

Date: _____

Karl E. Corpus, Resident Member, GHURA BOARD OF COMMISSIONERS

Date: _____

(Vacant), Member, GHURA BOARD OF COMMISSIONER

Date: _____



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	RAY S. TOPASNA	Position Classification / Title	Executive Director (Unclassified)	Employee ID No.	617
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COMPLETE BY EMPLOYEE:

☒ Concur

☐ Do not Concur (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

Ray S. Topasna

Employee Signature

12/2/21

Date

Dec 11/2021
11:25 AM
Vig

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

GUAM HOUSING AND URBAN RENEWAL AUTHORITY

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)	Employee ID No. 617
Period of Report From: 01/11/2021 To: 01/10/2022	Reason for Report Semi-Annual (Initial) Annual	Name of Rater

PART I - SELF-ASSESSMENT (Completed by Executive)

Exec. Eval.

George F. Pereda <gfpmatot@yahoo.com>
To: George F. Pereda <gfpmatot@gmail.com>

Sat, Nov 27, 21:13

Executive Management Performance Evaluation

Review of **Part I - Self Assessment**: **A. Mission**; **B. Strategic Plan Objectives**; **C. Activity(ies)**; **D. Summary of Performance**; - - it says on *the form that these were supposed to be completed by the "Executive". The fillers for these sections of the Management Performance Evaluation for both Mr. Topasna and Ms. Napoli are identical, meaning that neither completed these sections individually. Specific details on initiatives related to the task, i.e., B-1.- "to provide decent, safe, & sanitary homes for GHURA clients", should have been given so as to show on-going efforts and distinguish each individual's accomplishments. These entries would have been most helpful in truly evaluating the executives' performances for this evaluation cycle. As it is, the lack of specific, individualized entries by either The Executive Director or The Deputy Director for any of the four parts of Part I rendered them invalid, and of little use in the evaluation of their performances.*


D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)			Employee ID No. 617	
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor (Check the rating that applies to each)	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Unsatisfactory
1. Leadership		X			

			X		
3.	Communicates Vision and Direction		X		
4.	Champions Innovation		X		
5.	Promotes Ethics			X	
6.	Builds Relationships		X		
7.	Decision Making		X		
8.	Leads Change	X			
9.	Inspires and Directs Action	X			
10.	Promotes Diversity		X		
11.	Accountability / Fiscal / Fiduciary Responsibility	X			
12.	Business Acumen		X		
13.	Effective Operation & Maintenance of HUD Plans and Projects		X		

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name RAY S. TOPASNA		Position Classification / Title Executive Director (Unclassified)			Employee ID No. 617
PART III - STANDARDS (Cc GHURA , Supervisor)		Outstanding	Highly Satisfactory	Satisfactory	Un-Satisfactory
Performance Standard: (Customer Focus)			X		

Part III - Performance Standard - "Customer Focus" - Mr. Topasna is well aware of all the PHA stakeholders that GHURA both serves and is answerable to. He is most astute to their individual perspectives and takes this into account when addressing the various issues confronting the housing authority.

Performance Standard: (Adherence to Policy and Federal HUD Regs)	X				
Comments/Justification:					

Part IV - Performance Standard - "Adherence to Policy and Federal HUD Regs" - Mr. Topasna goes to the extreme when relying on his key managers to come to "the best case scenarios" and workable alternatives. He fully understands the expertise each is working on achieving with regards to their particular operation. This is truly a sign of a good manager/leader.

PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

OUTSTANDING

SATISFACTORY

MARGINAL

HIGHLY SATISFACTORY

3.69

UNSATISFACTORY

RETAIN

NOT RE



(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS

Date:

Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS

Date:

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS

Date:

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS

Date:

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS

Date:


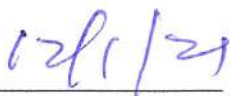
Karl E. Corpus, Resident Member, GHURA BOARD OF COMMISSIONERS

Date:

(Vacant), Member, GHURA BOARD OF COMMISSIONER

Date:

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)	Employee ID No. 617
COMPLETE BY EMPLOYEE:		
<p>Concur</p> <p><input checked="" type="checkbox"/> Do not Concur (Employee comments are mandatory, if this option is selected.)</p> <p>Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"><div style="text-align: center;"> _____ Employee Signature</div><div style="text-align: center;"> _____ Date</div></div>		





GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)	Employee ID No. 617
Period of Report From: 01/11/2021 To: 01/10/2022	Reason for Report <input type="checkbox"/> Semi-Annual (Initial) <input checked="" type="checkbox"/> Annual	Name of Rater FRANK ISHIZAKI

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

Executive Management Performance Evaluation (EMPE) – 12/18/2019

Dec 11/29/21 10:30 AM



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title Executive Director (Unclassified)				Employee ID No. 617	
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor <i>(Check the rating that applies to each)</i>						
	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory	
1. Leadership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Strategic Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Communicates Vision and Direction	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Champions Innovation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Promotes Ethics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Builds Relationships	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Decision Making	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Leads Change	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Inspires and Directs Action	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Promotes Diversity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. Accountability / Fiscal / Fiduciary Responsibility	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12. Business Acumen	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. Effective Operation & Maintenance of HUD Plans and Projects	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)			Employee ID No. 617	
PART III - STANDARDS (Completed by Supervisor)	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-Satisfactory
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performance Standard: (Customer Focus)					
Comments/Justification:	GHURA HAS PROGRESSED IN MANY PROGRAMS AND RAY HOLD GHURA TRANS PARENT + ACCOUNTABLE AT LEADS BY EXAMPLE RAY HAS TAINED DOWN HIS MEDIA RHETORIC AND IMPROVED RELATIONSHIPS.				
Performance Standard: (Adherence to Policy and Federal HUD Regs)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments/Justification:

NO DOUBT

PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

☐ OUTSTANDING ☐ SATISFACTORY ☐ MARGINAL
☒ HIGHLY SATISFACTORY ☐ UNSATISFACTORY

☒ RETAIN ☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS	Date:
Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS	
Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS	
George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS	
Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS	11/26/2021
Karl E. Corpus, Resident Member, GHURA BOARD OF COMMISSIONERS	
(Vacant), Member, GHURA BOARD OF COMMISSIONER	



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	RAY S. TOPASNA	Position Classification / Title	Executive Director (Unclassified)	Employee ID No.	617
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COMPLETE BY EMPLOYEE:

☒ Concur

☐ Do not Concur (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)


Employee Signature

11/29/21
Date



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)	Employee ID No. 617
Period of Report From: 01/11/2021 To: 01/10/2022	Reason for Report <input type="checkbox"/> Semi-Annual (Initial) <input checked="" type="checkbox"/> Annual	Name of Rater Karl E. Corpus

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)



GUAM HOUSING AND URBAN RENEWAL AUTHORITY

EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)			Employee ID No. 617	
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor (Check the rating that applies to each)	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
1. Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategic Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Communicates Vision and Direction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Champions Innovation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Promotes Ethics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Builds Relationships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Decision Making	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Leads Change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Inspires and Directs Action	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Promotes Diversity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Accountability / Fiscal / Fiduciary Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Business Acumen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Effective Operation & Maintenance of HUD Plans and Projects	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



GUAM HOUSING AND URBAN RENEWAL AUTHORITY EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)			Employee ID No. 617	
PART III - STANDARDS <i>(Completed by Supervisor)</i>	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-Satisfactory
Performance Standard: <i>(Customer Focus)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments/Justification:

Performance Standard: <i>(Adherence to Policy and Federal HUD Regs)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments/Justification:

PART V -- OVERALL RATING: *(Overall rating based on Parts I, II, III, IV)*

☒ OUTSTANDING

☐ SATISFACTORY

☐ MARGINAL

☐ HIGHLY SATISFACTORY

☐ UNSATISFACTORY

☒ RETAIN

☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS Date: _____

Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS Date: _____

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS Date: _____

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS Date: _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS Date: _____

Karl E. Corpus, Resident Member, GHURA BOARD OF COMMISSIONERS Date: 11/30/2021

(Vacant), Member, GHURA BOARD OF COMMISSIONER Date: _____



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name RAY S. TOPASNA	Position Classification / Title Executive Director (Unclassified)	Employee ID No. 617
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COMPLETE BY EMPLOYEE:

☒ Concur

☐ Do not Concur (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

Thank you sir for your confidence in me to lead
such a dynamic organization.

Ray S. Topasna 11/30/21
Employee Signature Date

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
BOARD OF COMMISSIONERS
RESOLUTION NO. FY2022-006**

Moved By: _____

Seconded By: _____

Resolution Approving the Updated GHURA compensation plan for recruiting purposes

- WHEREAS,** pursuant to Section 5103 and Section 5104, Title 12 of the Guam Code Annotated, the Board of Commissioners of the Guam Housing and Urban Renewal Authority (GHURA), is given the right and responsibility to govern and control the operations of the Authority, and to establish policies for its day-to-day operations, and generally to undertake its responsibilities as supreme authority for the Agency; and
- WHEREAS,** GHURA management recognizes its starting pay for positions is still below the Government of Guam 2014 Competitive Wage Act (CWA) causing recruitment challenges; and
- WHEREAS,** in 2019, this executive management incrementally moved us closer to the 2014 CWA, but recognized that we are still not even competitive with the line agencies causing recruitment challenges for entry level positions; and
- WHEREAS,** the recruitment challenges also affected our ability to attract quality candidates with the critical and hard to fill positions, such as accountants and building maintenance leaders, causing us to seek “above step recruitments” because our starting salaries are still below the step 1 of the 2014 CWA; and
- WHEREAS,** it has been almost three (3) years since the last compensation review and executive management recognizes we can no longer defer the “Recruitment” component of our compensation plan; and
- WHEREAS,** Management acknowledges that the two other components of our compensation plan of “Rewarding and Retention”, respectively, has been successful and now also requests to modify our performance salary increment structure into a salary tier range schedule, for at least a three (3) year period, until the next compensation review can be assessed; and
- WHEREAS,** pursuant to the Personnel Rules and Regulations, Section 6.302, the Board may modify its salary increment pay for performance structure; and
- WHEREAS,** Management requests the Board to approve the Authority’s updated compensation plan which will encompass a transitional slotting to the new pay schedule, and a modified annual performance salary increment structure based on the following salary range tiers:

Tier 5 Range: \$19,311 to \$29,999 (Not to exceed 2 step)

Tier 4 Range: \$30,000 to \$49,999 (Not to exceed 1 step). Pay for performance will continue for Tiers 4, 5 and for all blue collar positions.

Tier 3 Range: \$50,000 - \$74,999 = 4 substep

Tier 2 Range: \$75,000- \$89,999 = 3 substep

Tier 1 Range: \$90,000 and greater = 2 substep

*Notes: Transitional slotting to the new pay grade excludes unclassified/exempt level positions. The Executive Director’s position, however, must still be required to be evaluated on an annual basis, but for salary purposes will have no more annual salary increment performance pay adjustments starting January 12, 2022.

WHEREAS, if approved by the GHURA Board of Commissioners, this updated compensation plan aims to address GHURA's long-term recruitment strategy that will grow, develop and invest into the entry level positions who will be a part of the future succession plans, as well as close the gap, incrementally, to the 2014 CWA;

WHEREAS, the Board recognizes that it may at any time exercise its authority to amend this resolution; and

WHEREAS, management requests the approval of the updated compensation plan to take effect on 01/01/2022; and

WHEREAS, funding for the updated compensation plan schedule is available from their respective budgets; and, therefore, be it

RESOLVED, GHURA Board of Commissioners approves the GHURA updated compensation plan effective 01/01/2022.

**IN A REGULAR SCHEDULED BOARD MEETING, SINAJANA, GUAM – DECEMBER 10, 2021
PASSED BY THE FOLLOWING VOTES:**

AYES:

NAYES:

ABSENT:

ABSTAINED:

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly adopted by the Guam Housing and Urban Renewal Board of Commissioners on **December 10, 2021**.

(S E A L)

RAY S. TOPASNA
Board Secretary/Executive Director