



BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M., June 21, 2019
GHURA's Main Office
1st floor, Conference Room, Sinajana
AGENDA

I. ROLL CALL

II. BOARD MEETING PUBLIC ANNOUNCEMENTS

1st Printing – Friday, June 14, 2019

2nd Printing – Wednesday, June 19, 2019

III. APPROVAL OF PREVIOUS BOARD MINUTES – June 07, 2019

(Deferred to the next scheduled Board Meeting)

IV. NEW BUSINESS

	Page(s)
1. Intent of Award	1 - 9
IFB#GHURA-05-23-2019-AMP3, New chain link fence & debris clearing	
2. New Utility Allowance Schedule for our Public Housing	10 - 19
3. Intent of Award	20 - 30
RFP#GHURA-COCC-019-001, Legal Counsel Services	

V. PRESENTATION BY MR. JESSE WU, HUD

VI. OLD BUSINESS

1. Board Action Item No. 022/19

Update on the on-going FOIA request

VII. CORRESPONDENCE AND REPORTS

(None)

VIII. MANAGEMENT REPORT

(Deferred to the next scheduled Board Meeting)

IX. GENERAL DISCUSSION / ANNOUNCEMENTS

1. Next proposed scheduled Board Meeting: Friday, July 5th @ 12:00 p.m. or
Friday, July 12th @ 12:00 p.m.
(Evaluation of Executive Management)

X. ADJOURNMENT

AWARDS: Recipients of the Pro Patria award pose on stage for a group photo. The Employer Support of the National Guard and Reserve held a ceremony Thursday at the Sheraton Laguna Guam Resort to recognize local businesses and public sector employers that have supported their employees in the National Guard and Reserve. Photos by Haruo Simion/The Guam Daily Post



ESGR recognizes 53 employers

The Guam-CNMI Employer Support of the Guard and Reserve held its 11th annual Employers Award Ceremony at the Sheraton Laguna Guam Resort on Thursday, recognizing employers that support their employees serving in the National Guard and Reserve.

ESGR National Chairman Craig McKinley joined military commanders and island dignitaries in recognizing 53 employers from Guam and the Commonwealth of the Northern Mariana Islands. The Pro Patria Award, the highest award given at the state level, was presented to Bank of Guam, Tango Theatres and the Judiciary of Guam.

The three employers also are in the running for the Secretary of



BANK OF GUAM: Joaquin Cook, second from left, president and chief executive of the Bank of Guam, receives the Pro Patria award in the big businesses category during the Employer Support of the Guard and Reserve awards ceremony Thursday at the Sheraton Laguna Guam Resort.

Defense Employer Support Freedom Award.

ESGR is a Department of Defense program that encourages employ-

ers to support and value the employment and military service of members of the National Guard and Reserve. **(Daily Post Staff)**

Meth dealer's supervised release extended to 2023

By Lannie Walker
lannie@postguam.com

Convicted meth dealer Christopher "Chico" Mesa appeared before Magistrate Judge Joaquin Manibusan on Thursday for a status hearing.

Mesa received a prison sentence of almost six years in 2009 in the federal court for conspiracy to possess with intent to distribute more than 50 grams of methamphetamine.

In 2017, after he got out of prison, his supervised release was revoked after he failed to notify the probation office of a change in residence and failed a drug test. He was sentenced to two months imprisonment, followed by 58 months of supervised release.

In April 2018, his supervised release was revoked again after he used meth, failed to report for drug testing and failed to report to probation. He was sentenced to 10 months imprisonment and a 48-month term of supervised release. His supervised release was to expire in 2022.

On Thursday, a U.S. probation officer told the court that Mesa had completed a seven-month drug rehabilitation program at the Salvation Army Lighthouse Recovery Center and was "doing very well."

Mesa's attorney, public defender Leilani Lujan, requested that the court impose another 48-month term of supervised release.

During the hearing, the judge granted the extension, which would expire in 2023.

"You are doing extremely well," Manibusan told the defendant. "It's all up to you. Keep up the good work."

Asmuyao Community School

Statement of Activities

Year Ended December 31, 2018

Total Unrestricted Revenues, Gains & Other Support	\$146,879
Total Expenses and Losses	\$128,873
Net Income	\$ 18,006

To review financial statements or for more information, please contact the Director, J. Randolph Coffman at 482-1847

GUAM HOUSING AND URBAN RENEWAL AUTHORITY

Board of Commissioners Meeting

12:00 P.M., Friday, June 21, 2019

GHURA Main Office

1st Floor Conference Room

117 Bien Venida Avenue, Sinajana

For special accommodation, contact Ms. Kathy Taitano-Tel No. 475-1322 or TTY #472-3701

Committee on Health,
Tourism, Historic Preservation,
Land and Justice



SENATOR THERESE M. TERLAJE
I Mina'trentai Singko na Uheslaturan Guahan
35th Guam Legislature

PUBLIC HEARING • 1:00 p.m. • Friday, June 21, 2019

Guam Legislature Public Hearing Room, Guam Congress Building, Hagåtña

AGENDA:

- Bill No. 138-35 (COR)** – A.L. Shelton - An act to amend § 90103 of Chapter 90, Title 10, Guam Code Annotated, relative to expanding the Natasha Protection Act of 2005 to define and prohibit the use of electronic smoking devices wherever other tobacco products are already prohibited.
- Bill No. 88-35 (COR)** – T.M. Barnes - An Act to amend § 72157(b) of Chapter 72, Title 11 Guam Code Annotated and §§ 24101 and 24102 and add a new § 24108 to Chapter 24, Title 10, Guam Code Annotated relative to exempting home kitchens licensed as a home industry from sanitation laws and stipulating requirements for these home kitchens.

If you require any special accommodations or for further information, please contact the Office of Senator Therese M. Terlaje at 472-3586. Testimonies may be submitted to our office at Ada Plaza Center, Suite 207, 173 Aspiran Avenue, Hagåtña, Guam 96910, to the Guam Congress Building, or via email at senatorterlaje@guam.gov. The hearing will broadcast on local television, GFA Channel 21, Docomo Channel 11760.4 and other stations.



JUDICIAL COUNCIL OF GUAM

Suite 300 Guam Judicial Center

120 West O'Brien Drive

Hagåtña, Guam 96910-5174

Tel: (671) 475-3589 Fax: (671) 475-3337

www.guamcourts.org

NOTICE OF PUBLIC MEETING

The Judicial Council of Guam will conduct its monthly meeting on Friday, June 21, 2019, in the Justice Monessa G. Lujan Appellate Courtroom located on the 3rd Floor of the Guam Judicial Center, 120 West O'Brien Drive in Hagåtña at 12:00 p.m.

Any person(s) needing special accommodations, auxiliary aids, or services, please contact the Administrator of the Courts at 475-3544, or Shelterihna T. Alokia at 475-3589.

/s/ CHIEF JUSTICE KATHERINE A. MARAMAN

Trump: US will remove millions of illegal immigrants

WASHINGTON (Reuters) - President Donald Trump said on Monday that U.S. authorities would begin next week removing millions of immigrants who are in the United States illegally.

"Next week, ICE will begin the process of removing the millions of illegal aliens who have illicitly found their way into the United States," Trump tweeted, referring to the Immigration and Customs Enforcement agency. "They will be removed as fast as they come in," he said. He did not offer specifics.

There are an estimated 12 million immigrants who are in the United States illegally, mainly from Mexico and Central America.

Under a deal reached earlier this month, Mexico has agreed to take Central American immigrants seeking asylum in the United



DETAINEES: U.S. Immigration and Customs Enforcement detainees arrive at FCI Victorville federal prison in Victorville, Calif., June 8, 2018. Reuters

States until their cases are heard in U.S. courts.

The agreement, which included Mexico pledging to deploy National Guard troops to stop Central American immigrants from reaching the U.S. border, averted a Trump threat to hit Mexican imports with tariffs.

Trump also said in the tweet that Guatemala "is getting ready to sign a Safe-Third Agreement."

Vice President Mike Pence suggested last week that Guatemala could receive asylum-seekers from its neighbors as a so-called safe third country.

Details of the plan have not been made public, and Guatemala has not publicly confirmed talks that the U.S. State Department said were taking place in Guatemala on Friday.

U.S. rights group Human Rights. First said, however, it was "simply ludicrous" for the United States to assert that Guatemala was capable of protecting refugees, when its own citizens are fleeing violence.

Mexico has agreed that if its measures to stem the flow of migrants are unsuccessful, it will discuss signing a safe third country agreement with the United States.

Virginia Republicans lose in Supreme Court racial gerrymandering case

WASHINGTON (Reuters) - The U.S. Supreme Court on Monday handed Republican legislators in Virginia a defeat, leaving in place a ruling that invalidated state electoral districts they drew because they weakened the clout of black voters in violation of the U.S. Constitution.

The justices, in a 5-4 decision, side-stepped a ruling on the merits of the case. They instead found that the Republican-led state House of Delegates lacked the necessary legal standing to appeal a lower court ruling that had invalidated 11 state House districts for racial discrimination.

Virginia Attorney General Mark Herring, a Democrat and the state's top law enforcement official, opposed the appeal and argued that the Republican legislators were not entitled to act on behalf of the state in the case. A new political map is being used for this year's state elections.

"Virginia's elections this fall will take place in fair, constitutional districts. It's a good day for democracy in Virginia," Herring wrote on Twitter.

The Supreme Court's action let stand a 2018 ruling by a federal three-judge panel that the 11 districts all violated the rights of black voters to equal protection under the law under the U.S. Constitution's 14th Amendment.

The state's Republican-led House of Delegates "lacks authority to displace Virginia's attorney general as representative of the state," Justice Ruth Bader Ginsburg wrote for the court's majority.

"In short, Virginia would rather stop than fight on. One house of its bicameral legislature cannot alone continue the litigation against the will of its partners in the legislative process," Ginsburg added.

Navy SEAL's trial for war crimes begins in San Diego

SAN DIEGO (Reuters) - Jury selection began on Monday in the trial of a U.S. Navy SEAL platoon leader court-martialed on charges of murdering a wounded Iraqi prisoner and shooting unarmed civilians, a war crimes case that has drawn the attention of President Donald Trump.

Special Operations Chief Edward Gallagher, a career combat veteran, walked into a military courtroom at

the U.S. Naval Base in San Diego wearing a Navy white uniform adorned with medals. He has denied all the charges but could face life in prison if convicted in the trial arising from his 2017 deployment to Mosul, Iraq.

Gallagher, 39, is charged with murdering a wounded, helpless Islamic State fighter in his custody by stabbing him in the neck, and with attempted murder in the wounding of two civilians - a schoolgirl and an elderly man - shot from a sniper's perch in Iraq.

He maintains that fellow SEAL team members in his platoon, who

turned him in and are testifying against him under grants of immunity, are disgruntled subordinates who fabricated allegations to force him from command.

Lawyers for the defense and prosecution will be selecting between 5 and 15 jurors from a pool, half of whom are officers and the other half enlisted men, Brian O'Rourke, Navy spokesman for U.S. Naval Base San Diego, told reporters on Monday.

Empaneling the jury is expected to take one or two days and the proceedings in a military courthouse at the San Diego base are due to last three weeks.

JUNIOR ACHIEVEMENT OF GUAM, INC.

STATEMENT OF ACTIVITIES

	6/30/18	6/30/17
SUPPORT AND REVENUE	\$ 58,659	\$ 27,621
EXPENDITURES	\$ 42,822	\$ 31,770
CHANGE IN NET ASSETS	\$ 15,837	\$ (4,149)
NET ASSETS AT BEGINNING OF YEAR	\$ (6,700)	\$ (2,551)
NET ASSETS AT END OF YEAR	\$ 9,137	\$ (6,700)

STATEMENT OF FINANCIAL POSITION

ASSETS:		
CASH AND CASH EQUIVALENTS	\$ 12,420	\$ 2,202
TOTAL ASSETS	\$ 12,420	\$ 2,202
LIABILITIES:		
ACCOUNTS PAYABLE	\$ 3,283	\$ 8,902
TOTAL LIABILITIES	\$ 3,283	\$ 8,902
NET ASSETS:		
RESTRICTED	\$ 9,137	\$ (6,700)
TOTAL NET ASSETS AND LIABILITIES	\$ 12,420	\$ 2,202

This is to certify that the above Statement of Activities and Statement of Financial Position are a true and accurate account of Junior Achievement of Guam, Inc.



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



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

The Port Authority of Guam Board of Directors will hold its regular Board Meeting on **Wednesday, June 26, 2019 at 3:00 p.m.**, at the Board Conference Room, Port Authority of Guam, Cabras Island, Piti. Individuals with disabilities who may need special accommodations may contact Mr. Simeon Delos Santos, ADA Coordinator at 477-5931/4, ext. 430.

GUAM HOUSING AND URBAN RENEWAL AUTHORITY

Board of Commissioners Meeting

12:00 P.M., Friday, June 21, 2019

GHURA Main Office

1st Floor Conference Room

117 Bien Venida Avenue, Sinajana

**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 p.m., June 21, 2019**

GHURA Main Office, 1st floor conference room
Sinajana, Guam

MINUTES

After notice was duly and timely given pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regularly scheduled meeting of **Friday, June 21, 2019** at 12:00 p.m. at the GHURA Sinajana Main Office, 1st Floor Conference Room was conducted.

I. ATTENDANCE, QUORUM, AND CALL TO ORDER

COMMISSIONERS PRESENT: Sabino P. Flores, Chairman
Carl V. Dominguez, Member
George F. Pereda, Member
Joseph A. Cameron, Member
Monica O. Guzman, Member
Joseph M. Leon Guerrero, Resident Commissioner

COMMISSIONERS ABSENT: Eliza Paulino, Member (excused)

LEGAL COUNSEL: Anthony Perez

MANAGEMENT & STAFF: Ray S. Topasna, Executive Director
Elizabeth F. Napoli, Deputy Director
Audrey Aguon, Special Assistant
Albert Santos, A&E Manager
Katherine Taitano, Chief Planner

Meeting was called to order at 12:00 p.m. by Chairman Flores who acknowledged the presence of the above attendees and the HUD Presenters, The Chairman then indicated that the minimum number of Commissioners required for a quorum was present, and that the meeting could proceed.

Minute No.	Ref. No.	Approval of Previous Board Meeting	Action By:
115/19		Approval of the Board Minutes from June 7, 2019 was deferred until the next Board Meeting, scheduled for July 8, 2019.	
Minute No.	Ref. No.	NEW BUSINESS	Action By:
116/19		<p>Intent of Award: IFB#GHURA-05-23-2019-AMP3, New chain link fence & debris clearing</p> <p>This project was in response to the EPA warning issued to GHURA. The citation was specific to GHURA for illegal dumping. Safety concerns regarding tenants removing the trash themselves, were also addressed. There were 2 contractors that submitted bids.</p> <p>Bidder#2, JJ Global Services, submitted the lower bid for Base Bid 1, but failed to submit the required deductive bid. They also lacked the required C18 classification Contractor's License. JJ Global Services was disqualified from the bidding process.</p> <p>Upon meeting with Bidder #1, Genesis Tech Corp, the team determined that they were the lower responsive bidder. Mr. Santos requested that the Board approve a contract with Genesis Tech Corp for Base bid 1 in the amount of \$264, 000 for the new chain link fence and debris clearing at GHURA 99.</p>	Albert Santos

Minute No.	Ref. No.	NEW BUSINESS	Action By:
117/19		<p>With no further discussions, a motion was made by Commissioner Cameron to approve IFB#GHURA-05-23-2019-AMP3, New chain link fence & debris clearing contract to Genesis Tech Corp in the amount of \$264,000. The motion was seconded by Commissioner Dominguez. With no objections from other board members, the motion was approved.</p>	
118/19		<p>New Utility Allowance Schedule for Public Housing</p> <p>A third-party consultant, Coffman Engineers, completed their Utility Allowance Schedule Study for GHURA's Public Housing clients.</p> <p>The GHURA staff and Coffman Engineers were able to calculate utility expenses for 150 units within the scheduled contracted calendar days. The basis of the study was on U.S. HUD's guidelines.</p> <p>Areas that were considered were:</p> <ul style="list-style-type: none"> a. Lifestyle b. Actual power usage c. Actual water usage d. Form 52667 to be generated based on the number of bedrooms <p>*The study also showed an increase in utility expenses:</p> <ul style="list-style-type: none"> 1 BR- status quo- \$1 3 BR-\$15 increase 4 BR- \$7 increase 5 BR-\$30 increase 6 BR-\$5 increase <p>Based on the review, Mr. Santos is requesting the Board approve the proposed establish Utility Allowance</p>	<p>Albert Santos</p>

Minute No.	Ref. No.	NEW BUSINESS	Action By:
118/19 continuation		Schedule for Public Housing units effective Sept. 1, 2019 to ensure that proper notification is given to inform our residents at least 60 days before its effective date and the opportunity for residents to provide written comment not less than 30 days before proposed effective date.	
119/19		Commissioner Dominguez made a motion to approve the Proposed New Utility Allowance Schedule for Public Housing, effective Sept. 1, 2019. The motion was seconded by Commissioner Guzman. There was no further discussion. Motion was approved.	
120/19		<p>Intent of Award: RFP#GHURA-COCC-019-001, Legal Counsel Services.</p> <p>*NOTE: For this discussion, Mr. Tony Perez removed himself from the BOC Conference room.</p> <p>An RFP (Request for Proposal) was advertised for this bid. Four firms picked up bid packets. However, only 2 firms responded, The Law Office of Anthony C. Perez and McDonald Law Office.</p> <p>The 2 completed packets were sent to an Evaluation Committee. The results from the Evaluation Committee indicated that the Law Office of Anthony C. Perez (Tony Perez) scored a 295 with a Ranking score of 1. The McDonald Law Office, scored a 227 with a Ranking score of 2.</p> <p>Based on the review completed by the Evaluation Committee, Mr. Albert</p>	Albert Santos

Minute No.	Ref. No.	NEW BUSINESS	Action By:
120/19 continuation		<p>Santos requested that the Board approve the Notice of Intent to Award to the Law Firm of Anthony C. Perez as GHURA's general Legal Counsel. He also requested that the Board approve the 2nd ranked bidder as GHURA's Conflict Counsel.</p>	
121/19		<p>Before the board voted on this item, Chairman Flores observed a typographical error on the memo, which stated 2017. He recommended that the error be corrected to 2019. Commissioner Dominguez also recommended that the word INCREASE be added to the second paragraph, third sentence so as to read-</p> <p><i>'The proposed rate shall include any special or extraordinary litigation which GHURA may request, and no hourly rate INCREASE will be sought for such.'</i></p> <p>With no further discussions on this item, Commissioner Pereda made a motion to approve the INTENT OF AWARD- RFP#GHURA-COCC-019-001, Legal Counsel Services to the Law Office of Anthony C. Perez as GHURA's general Legal Counsel. He also moved to approve the 2nd Ranked bidder, the McDonald Law Office, as GHURA's Conflicts Counsel, for a period of 2 years, with the option of an additional year, but not to exceed a period of 3 years. The motion was seconded by Commissioner Leon Guerrero. There were no objections to the motion by the other board members. Motion was approved.</p>	

Minute No.	Ref. No.	NEW BUSINESS	Action By:
122/19		<p>Presentation by Mr. Ed Moses, HUD Regional Director (Region IX and X) and Mr. Jesse Wu, HUD, Honolulu Field Office</p> <p>Introductions were made between the GHURA Board of Commissioners and the HUD officials.</p> <p>Mr. Wu provided all in attendance with a copy of his presentation. It included a power point presentation and video samples of Public Housing online training courses. The following topics were highlighted in his presentation:</p> <ul style="list-style-type: none"> • HUD's Organization, Mission, and Goals • Board and Executive Director's Roles- <ul style="list-style-type: none"> -Lead the Way- An online board training course • Public Housing Program and Housing Choice Voucher Overview- <ul style="list-style-type: none"> -General program overview -Public Housing repositioning priorities • Ethics and Conflict of Interest • Discussion and Questions <p>After the Discussion and Question portion of Mr. Wu's presentation, Commissioner Guzman thanked him for bringing the newly appointed board members up to speed with regard to HUD policy and Board member roles and duties. Mr. Wu offered to send the board members an e-copy of the slide presentation as well as additional information on PH and Voucher programs.</p>	Jesse Wu

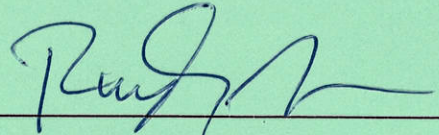
Minute No.	Ref. No.	NEW BUSINESS	Action By:
122/19 continuation		<p>Mr. Moses suggested that if any GHURA staff or Board member had any questions, that Mr. Topasna could call Mr. Wu to assist in answering all questions and concerns.</p> <p>He also added that a good working relationship is one where both parties are successful. HUD provides the funding and many rules and regulations, but they do know that GHURA is working hard and doing what they are supposed to be doing. He stated that HUD and GHURA should maintain a relationship of mutual trust, respect, and transparency.</p>	
Minute No.	Ref. No.	OLD BUSINESS	Action By:
		<p>Board Action Item No. 022/19 Update on the on-going FOIA request</p> <p>Deputy Director Liz Napoli requested that this item be deferred to the next scheduled meeting.</p>	
Minute No.	Ref. No.	MANAGEMENT REPORT	Action By:
123/19		Chairman Flores deferred the management report to the next scheduled Board meeting.	

Minute No.	Ref. No.	GENERAL DISCUSSION/ANNOUNCEMENTS	Action By:
124/19		Next Proposed Scheduled Board Meeting	
125/19		<p>Commissioner Cameron made a motion to reschedule board meetings from Friday to Monday at 12pm. Commissioner Guzman seconded the motion. There were no objections. Motion was approved.</p> <p>The next meeting was scheduled for July 8, 2019 at 12pm.</p> <p>Commissioners Guzman and Pereda announced that they will not be able to attend the July 8, 2019 meeting.</p>	
126/19		Commissioner Cameron announced that he would be resigning from his position as Vice Chairman and nominated Commissioner Okada Guzman to the Vice Chairperson. She accepted the position.	
127/19		Commissioner Leon Guerrero made a motion to accept Commissioner Cameron's resignation, as Vice Chairman, and to accept Commissioner Guzman as the new Vice Chairwoman effective immediately. The motion was seconded by Commissioner Dominguez. There were no objections by the other board members. Motion was approved.	

128/19 ADJOURNMENT

There being no further business before the Board, a motion was made by **Vice Chairwoman Okada-Guzman and seconded by Commissioner Leon Guerrero**, and unanimously agreed upon, to adjourn the meeting. The meeting was adjourned at **2: 47 p.m.**

(SEAL)



RAY S. TOPASNA
Board Secretary/Executive Director

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

TO: Board of Commissioners

FROM:  Executive Director 

SUBJECT: Intent of Award, IFB # GHURA- 05-23-2019-AMP3,
New Chain Link fence & debris clearing

At the Regular Board Meeting of June 21, 2019, a motion was made by Vice Chairman Cameron and Seconded by Commissioner Dominguez to approve the Intent of Award, IFB#GHURA-05-23-2019-AMP3, New chain link fence and debris clearing to Genesis Tech Corporation for the amount of \$264,000.00. Without any further discussion and objection, the Motion was approved.

Bid opening for the subject project was held on June 12, 2019 at 2:00PM. There was a total of 8 contractors that purchase a set of bid specification of which only 2 submitting a bid. Listed below are the results of the bids submitted, which were open and read out aloud.

Contractor	Base Bid #1	Deductive Bid #1
1. Genesis Tech Corp	\$264,000.00	\$64,000.00
2. JJ Global Services	\$128,849.00	no bid

Government Estimate: \$296,500.00

This project is in response to Guam Environmental Protection Agency (GEPA) issued warning for solid waste disposal activities at our development at GHURA 99 Agat. Attach is our request to GEPA requesting for time extension due to the magnitude of trash removal and safety concerns in exposing these tenants to remove the cited illegal dumping. We are also replacing the existing 4 feet high fence with a 6 ft high fence to prevent tenants from climbing over the 4 ft fence to dispose their personnel trash and waste. The replacement of the fence line will span over 3500 feet and removal of illegal solid waste disposal 45 feet wide all along the new fence line.

In the review of the bid results bidder # 2, JJ Global Services submitted the lowest bid for base bid 1, but failed to submit the required deductive bid is considered non-responsive. In addition, their cost proposal for base bid #1 is about 55% less than the Government estimate.

Based on the disqualification of JJ Global Services, our staff has determined that Genesis Tech Corp is the lowest responsive bidder for Base Bid No 1. On June 12, 2019 our staff meet with Genesis Tech Corp General Manager Mr. Young Kim to discuss his bid amount which is about 13% less than the government estimate to ensure he fully understands the scope of work and the requirement of the bid specification. Based on our discussion he stands firm that his price is in accordance with the bid specification and that they fully understand the required work and material requirements to complete the work. Attach is their letter of confirmation based on our meeting.

Contractor had completed several major GHURA projects over the last 10 years with good standing, they also been cleared by Department of Labor compliance, OSHA and EPLS Debarred list (see attached verification). Because 70% of the required work is for fencing, contractors are required to be licensed with the classification of C18, as indicated in their Contractor License.

Based on our staff's review and determination that Genesis Tech Corp is the lowest responsible responsive bidder, we are requesting that the Board approves a contract with Genesis Tech Corp for Base Bid Item 1 in the amount of \$264,000.00 for the new Chain Link fence & debris clearing at GHURA 99.

Attachment: Bid Tabulation
Clearance
Gov cost estimate
Contractor's letter of confirmation & Verification of license
Memo to GEPA

[illegible]

ATTESTED BY: *A. N. [Signature]* Date: 6/12/19

R. [Signature] Date: 6/12/19

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

To: File
From: Architect & Engineering Manager
Subject: GHURA-05-23-2019-AMP3; New Chain Link Fence and Debris Clearing

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	American Builder LCC	Ammanabat Corp	Genesis-tech Corporation	Asia Pacific International	Budazu Builders	ARS Aleut Construction

Department of Labor:

ALPCD

Fair Employment Practice

Wage & Hour

Workers Compensation

		5/29/2019	5/29/2019	5/29/2019		
6/12/2019		6/12/2019	6/12/2019	6/12/2019	6/12/2019	6/12/2019
6/12/2019		6/12/2019	6/12/2019	6/12/2019	6/12/2019	6/12/2019
		8/22/2019	6/30/2019	10/3/2018		

Guam Contractors

License Board

Contractor to obtain clearance from Guam Contractors License Board						
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U.S. Department

of Labor

6/13/2019	6/13/2019	6/13/2019	6/13/2019	6/13/2019	6/13/2019	6/13/2019
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Revenue & Tax

EIN/SSN

Contractor to report to Revenue and Tax Office						
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OSHA

6/13/2019	6/13/2019	6/13/2019	6/13/2019	6/13/2019	6/13/2019	6/13/2019
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SAM Debarred List

6/13/2019	6/13/2019	6/13/2019	6/13/2019	6/13/2019	6/13/2019	6/13/2019
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GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMA'YAN RINUUEBAN SIUDAT'GUAHAN
Verification of Status for Contractors

Company Name	JI Global Services	Colour Trade Painting			

Department of Labor:

ALPCD
 Fair Employment Practice
 Wage & Hour
 Workers Compensation

5/29/2019	5/29/2019				
6/12/2019	6/12/2019				
6/12/2019	6/12/2019				
3/10/2020	4/11/2018				

**Guam Contractors
 License Board**

Contractor to obtain clearance from Guam Contractors License Board					
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**U.S. Department
 of Labor**

6/13/2019	6/13/2019				
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**Revenue & Tax
 EIN/SSN**

Contractor to report to Revenue and Tax Office					
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OSHA

6/13/2019	6/13/2019				
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SAM Debarred List

6/13/2019	6/13/2019				
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COST ESTIMATE

ACTIVITY AND LOCATION: GHURA 99 Agat		CONSTRUCTION CONTRACT NO.			SHEET 1 OF 1	
PROJECT TITLE:new fencing and clearing of debris		IDENTIFICATION NO.				
		ESTIMATED BY Albert H. Santos			DATE PREPARED 5/2/2019	
ENGINEERING ESTIMATE						
ITEM DESCRIPTION	QUANTITY NUMBER	UNIT	UNIT COST	TOTAL	RS means	
New fencing	3500	lf	\$55.00	\$192,500.00	estimated	
Removal and disposal of trash and debris in accordance with EPA regulation	140000	sf	\$0.70	\$98,000.00	estimated	
Tree trimming	40	ea	\$150.00	\$6,000.00	estimated	
total				\$296,500.00		

Genesis-Tech Corporation

P.O. Box 23059
Barrigada, Guam 96921
Tel/Fax:(671)637-3370
email:genesistechguam@gmail.com

06/13/2019

Mr. Ray S. Topasna
Executive Director
Guam Housing and Urban Renewal Authority
117 Bien Venida Avenue, Sinajana, Guam 96910

Attn: **Mr. Albert H Santos**
FME Manager

Subject : Confirmation of Letter
New Chain Link fence & debris clearing
GHURA- 05-23-2019-AMP3

Dear Sir,

Based on our discussion held on June 12, 2019 in reference your concern to my bid submittal for the **New Chain Link fence & debris clearing**, base bid #1 that my bid amount of **\$264,000.00**, is consistent with the scope of work as detailed in the bid specification IFB # GHURA- 05-23-2019-AMP3.

I fully understand the scope of work of this project. So far, we have successfully completed, within the designated GHURA projects construction period. This job is not complicated than usual, we also have the necessary building materials for this fencing project.

Our employees able to accomplish the completion of project, also faithfully fulfill their responsibilities within the time frame, our employees are many experiences for GHURA projects. I have submitted a bid to try and get the project to maintain the number of skilled good workers, not try to secure more profit. My current staff I have is adequate to support the propose project and the submitted my bid proposal is somewhat lower reason.

We are trying to complete the project in a sincere manner to eliminate your concerns.

Thank you for your guidance and consideration. If you should have any questions, please do not hesitate to call me at 637-3370 or 888-5785.

Sincerely,

A handwritten signature in black ink, appearing to read 'Young Kim', written in a cursive style.

Young Kim
General Manager



GHURA

Guam 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
Website: www.ghura.org



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Sabino P. Flores
Commissioner, Chairman

Carl V. Dominguez
Commissioner

George F. Pereda
Commissioner

Eliza U. Paulino
Commissioner

Joseph A. Cameron
Commissioner

Joseph M. Leon Guerrero
Resident Commissioner

Ray S. Topasna
Executive Director

Elizabeth F. Napoli
Deputy Director

Walter Leon Guerrero
Administrator
Guam Environmental Protection Agency
17-3304 Mariner Avenue

Tiyan Barrigada, Guam 96913

May 9, 2019

COPY

Subject: Issued warning for solid waste disposal activities

Attention: Mr. Roland Gutierrez

'Hafa Adai Mr. Leon Guerrero

We are writing to advise you of efforts GHURA has taken in response to the attached written warning issued on April 25, 2019.

On April 30, 2019 GHURA management held a meeting with all the residence residing alone side the area cited to discuss the gravity of the violation of illegal waste disposal and illegal burning activities. Tenants were not only warned of the seriousness of such unacceptable practices/behavior which could lead up to their possible termination from the program for housing. Management has mandated that they clean up the area behind their units up to 4 feet beyond the fence line, which must be done within 20 days or face termination from the program.

Part of our up-date is to also request for an extension to address and complete the corrective measures indicated in the citation. We had instructed these tenants to clean up to 5 feet beyond the fence line only, we recognize that the majority of the waste/debris are beyond the area, but due to steep slope beyond the five feet and the safety concerns of these tenants trying to retrieve their dumped waste/trash GHURA will be issuing an Invitation For Bid (IFB) for a private firm to remove and dispose items illegally dump by the tenants all along the main roadway.

The Invitation for Bid will also include the replacement of the existing 4 feet high fence with a 6 ft high fence to prevent tenants from climbing over the 4 ft fence to dispose their personnel trash and waste. The replacement of the fence line will span over 2500 feet for we noted that other tenants along the main roadway were also illegally dumping.

We are in the process of re-programming funds for this effort with a plan to issue the IFB by end of May and complete the work required to be in compliance by end of August 2019.

I've also attach our follow up with those tenants in which staff will be issuing citations for failure to comply. If you have any question, I can be contacted at 475-1404 or email alsantos1@ghura.org

Regards

Albert H. Santos
A/E Manager

Cc: Copy of warning from GEPA
Copy of email from Deputy Director

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMA YAN RINUEBAN SIUDAT

MEMORANDUM:

TO: Board of Commissioners

FROM:  Executive Director 

SUBJECT: New Utility Allowance Schedule for our Public Housing

At the Regular Board Meeting of June 21, 2019, a motion was made by Commissioner Dominguez and Seconded by Commissioner Guzman to approve the proposed 2019 Utility Allowance Schedule for our Public Housing units effective September 1, 2019 as indicated on Page 19 and presented. Without any further discussion and objection, the Motion was approved.

The Authority has completed their review of the attach Utility Allowance Schedule for our public housing clients which was conducted by our consultant Coffman Engineers.

Because of the outstanding efforts between our staff and the consultant we are able to completed the study within the contracted duration calendar days.

The basis of utility expense is based on HUD guidelines where-in:

A) Lifestyle: GHURA to approximate a reasonable consumption of utilities by an energy-conservative household of modest circumstances consistent with the requirements of a safe. Sanitary, and healthful living environment.

B) Actual power usage as conformed by Tenant utility bill. The calculated energy Kwh was compared to the utility bill to verify that the assumptions in the calculations are comparable to the actual bills being paid by the Tenants

C) Actual water usage as conformed by Tenant utility bill. The calculated gallons was compared to the utility bill to verify that the assumptions in the calculations are comparable to the actual bills being paid by the Tenants. Noted findings not related to water billing include: water rates and billing not the same resulting on some not paying the sewer charge; excessive billing for some homes.

D) From 52667 to be generated based on bedrooms, the differences between bedroom units must be simplified from actual field data.

- 1) Defined number of occupants per bedroom:
 - a. This occupant number effects the water bill.
 - b. The average occupant per bedroom unit was agreed upon by all PSM as:
 - i. 2 bedroom: between 5-1, ave 4
 - ii. 3 bedroom: between 10-2, ave 5
 - iii. 4 bedroom: between 10-3, ave 6
 - iv. 5 bedroom: between 11-5, ave 8
 - v. 6 bedroom: 9

The water billing calc uses 60 gal/Adult pp and 30gal/Child under the age of 14 pp on average this meets the Guam usage.

2) Cooking

- a. Range top vs Oven usage. On average the kwh/mo form HUD Table 5.1, we agree to reduce the HUD number to adjust for actual Guam lifestyle use.
- b. Cooking allowance for misc is permitted by HUD for blenders/microwave/etc. However, the Lifestyle on Guam indicates these are not being used in such quantity that this credit should be allowed. We agree to dis-allow this credit.

3) Other electrical:

- a. The calculation establishes a fixed number of lights based on a # of bedrooms and on fluorescent and 5 hr use. HUD Table 5.2 gives us the Kwh/mo guide and the local usage does not exceed the HUD Table.
- b. Refrigerators are not standard size or Kwh within the same bedroom size. Calculation to use average Kwh/bedroom unit.

4) Coffman provide a one-bedroom Sr living units on 52667 form, utility use is far different than a standard 1 bedroom.

5) Medical tenant: The power usage for equipment as found in the tenant space is below the variance in light bulb use. The maximum we found indicates only \$2.00 per month in power use.

6) Calculation for hot water electrical use.

- a. Field staff found not all units are getting HW at the tap (within 5 min) and the majority of surveyed do not 'control' the HW power by breaker or temperature.
- b. We elected to use calculation based on the Wattage of the Heater and the typical hours of use with 84 F ground water to determine \$/mo. This calculation is not showing increased power usage compared to the actual power bills.

7) A total of 150 units across all four amps were selected for this study

Based on staff's review, management is requesting for Board approval of the attach proposed Establish Utility Allowance Schedule for our Public Housing units effective September 1, 2019, to ensure that proper notification is given to informed our residents at least 60 days before its effective date and the opportunity for residents to provide written comments not less than 30 days before proposed effective date.

Attachment: Form 52667

Propose Establish Utility allowance schedule

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

Locality Guam AMP #	Unit Type 1 Bedroom	Date (mm/dd/yyyy) 06/05/2019
-------------------------------	-------------------------------	--

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric		\$7.00				
	d. Coal / Other						
Other Electric			\$2.00				
Air Conditioning							
Water Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric		\$18.00				
	d. Coal / Other						
Water							
Sewer							
Trash Collection							
Range/Microwave							
Refrigerator			\$6.00				
Other -- specify		Medical equipment	\$2.00				

Actual Family Allowances To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	\$

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

Locality Guam AMP #	Unit Type 1 Bedroom	Date (mm/dd/yyyy) 06/05/2019
-------------------------------	-------------------------------	--

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric		\$7.00				
	d. Coal / Other						
Other Electric			\$3.00				
Air Conditioning							
Water Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric		\$54.00				
	d. Coal / Other						
Water			\$27.50				
Sewer			\$27.50				
Trash Collection			\$30.00				
Range/Microwave							
Refrigerator			\$6.00				
Other -- specify		Medical equipment	\$2.00				

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	\$

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

Locality Guam AMP #	Unit Type 2 Bedroom	Date (mm/dd/yyyy) 06/05/2019
-------------------------------	-------------------------------	--

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric			\$9.00			
	d. Coal / Other						
Other Electric				\$6.00			
Air Conditioning							
Water Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric			\$54.00			
	d. Coal / Other						
Water				\$35.00			
Sewer				\$27.50			
Trash Collection				\$30.00			
Range/Microwave							
Refrigerator				\$6.00			
Other -- specify		Medical equipment		\$2.00			

Actual Family Allowances To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	\$

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

Locality Guam AMP #	Unit Type 3 Bedroom	Date (mm/dd/yyyy) 06/05/2019
-------------------------------	-------------------------------	--

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric				\$10.00		
	d. Coal / Other						
Other Electric					\$7.50		
Air Conditioning							
Water Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric				\$54.00		
	d. Coal / Other						
Water					\$61.00		
Sewer					\$27.50		
Trash Collection					\$30.00		
Range/Microwave							
Refrigerator					\$6.00		
Other -- specify		Medical equipment			\$2.00		

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	\$

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

Locality Guam AMP #	Unit Type 4 Bedroom	Date (mm/dd/yyyy) 06/05/2019
-------------------------------	-------------------------------	--

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric					\$11.00	
	d. Coal / Other						
Other Electric						\$9.00	
Air Conditioning							
Water Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric					\$54.00	
	d. Coal / Other						
Water						\$74.50	
Sewer						\$27.50	
Trash Collection						\$30	
Range/Microwave							
Refrigerator						\$6.00	
Other -- specify		Medical equipment				\$2.00	

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	\$

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

Locality Guam AMP #	Unit Type 5 Bedroom	Date (mm/dd/yyyy) 06/05/2019
-------------------------------	-------------------------------	--

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						
	d. Coal / Other						
Cooking	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						\$12.00
	d. Coal / Other						
Other Electric							\$10.50
Air Conditioning							
Water Heating	a. Natural Gas						
	b. Bottle Gas						
	c. Oil / Electric						\$54.00
	d. Coal / Other						
Water							\$115.00
Sewer							\$27.50
Trash Collection							\$30.00
Range/Microwave							
Refrigerator							\$6
Other -- specify		Medical equipment					\$2.00

Actual Family Allowances To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	\$

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

Locality		Guam AMP #			Unit Type		6 Bedroom		Date (mm/dd/yyyy)		06/05/2019		
Utility or Service		Monthly Dollar Allowances											
		0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
Heating	a. Natural Gas												
	b. Bottle Gas												
	c. Oil / Electric												
	d. Coal / Other												
Cooking	a. Natural Gas												
	b. Bottle Gas												
	c. Oil / Electric											\$12.00	
	d. Coal / Other												
Other Electric												\$11.50	
Air Conditioning													
Water Heating	a. Natural Gas												
	b. Bottle Gas												
	c. Oil / Electric											\$54.00	
	d. Coal / Other												
Water												\$158.50	
Sewer												\$27.50	
Trash Collection												\$30.00	
Range/Microwave													
Refrigerator												\$6.00	
Other -- specify		Medical equipment										\$2.00	

Actual Family Allowances To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Range/Microwave	
Refrigerator	
Other	
Total	\$

2019 PROPOSED UTILITY ALLOWANCE SCHEDULE

BDRM SIZE	PARTICULARS	FY 2018	PROPOSED
1BR-ELD	Cooking	\$ 7.00	\$ 7.00
	Lights	\$ 2.00	\$ 2.00
	Water Heating	\$ 18.00	\$ 18.00
	Refrigerator	\$ 6.00	\$ 6.00
	TOTAL	\$ 33.00	\$ 33.00
Optional:	Medical Equipment	\$ 2.00	\$ 2.00
	TOTAL	\$ 35.00	\$ 35.00

STATUS QUO

BDRM SIZE	PARTICULARS	FY 2018	PROPOSED
1BR	Cooking	\$ 7.00	\$ 7.00
	Lights	\$ 2.00	\$ 3.00
	Water Heating	\$ 54.00	\$ 54.00
	Water	\$ 27.50	\$ 27.50
	Sewer	\$ 27.50	\$ 27.50
	Trash Collection	\$ 30.00	\$ 30.00
	Refrigerator	\$ 6.00	\$ 6.00
	TOTAL	\$ 154.00	\$ 155.00
Optional:	Medical Equipment	\$ 2.00	\$ 2.00
Optional:	Washer (to be eliminated in 2019)	\$ 1.00	\$ -
	TOTAL	\$ 157.00	\$ 157.00

INCREASE BY \$1

BDRM SIZE	PARTICULARS	FY 2018	PROPOSED
2BR	Cooking	\$ 9.00	\$ 9.00
	Lights	\$ 4.00	\$ 6.00
	Water Heating	\$ 54.00	\$ 54.00
	Water	\$ 52.50	\$ 35.00
	Sewer	\$ 27.50	\$ 27.50
	Trash Collection	\$ 30.00	\$ 30.00
	Refrigerator	\$ 6.00	\$ 6.00
	TOTAL	\$ 183.00	\$ 167.50
Optional:	Medical Equipment	\$ 2.00	\$ 2.00
Optional:	Washer (to be eliminated in 2019)	\$ 2.00	\$ -
	TOTAL	\$ 187.00	\$ 169.50

DECREASE BY \$15.50

BDRM SIZE	PARTICULARS	FY 2018	PROPOSED
3BR	Cooking	\$ 10.00	\$ 10.00
	Lights	\$ 4.85	\$ 7.50
	Water Heating	\$ 54.00	\$ 54.00
	Water	\$ 58.81	\$ 61.00
	Sewer	\$ 27.50	\$ 27.50
	Trash Collection	\$ 30.00	\$ 30.00
	Refrigerator	\$ 6.00	\$ 6.00
	TOTAL	\$ 191.16	\$ 196.00
Optional:	Medical Equipment	\$ 2.00	\$ 2.00
Optional:	Washer (to be eliminated in 2019)	\$ 2.84	\$ -
	TOTAL	\$ 196.00	\$ 198.00

INCREASE BY \$5

BDRM SIZE	PARTICULARS	FY 2018	PROPOSED
4BR	Cooking	\$ 11.00	\$ 11.00
	Lights	\$ 5.71	\$ 9.00
	Water Heating	\$ 54.00	\$ 54.00
	Water	\$ 71.00	\$ 74.50
	Sewer	\$ 27.50	\$ 27.50
	Trash Collection	\$ 30.00	\$ 30.00
	Refrigerator	\$ 6.00	\$ 6.00
	TOTAL	\$ 205.21	\$ 212.00
Optional:	Medical Equipment	\$ 2.00	\$ 2.00
Optional:	Washer (to be eliminated in 2019)	\$ 3.79	\$ -
	TOTAL	\$ 211.00	\$ 214.00

INCREASE BY \$7

BDRM SIZE	PARTICULARS	FY 2018	PROPOSED
5BR	Cooking	\$ 12.00	\$ 12.00
	Lights	\$ 6.26	\$ 10.50
	Water Heating	\$ 54.00	\$ 54.00
	Water	\$ 89.00	\$ 115.00
	Sewer	\$ 27.50	\$ 27.50
	Trash Collection	\$ 30.00	\$ 30.00
	Refrigerator	\$ 6.26	\$ 6.00
	TOTAL	\$ 225.02	\$ 255.00
Optional:	Medical Equipment	\$ 2.00	\$ 2.00
Optional:	Washer (to be eliminated in 2019)	\$ 4.74	\$ -
	TOTAL	\$ 231.76	\$ 257.00

INCREASE BY \$30

\$ 232.00

BDRM SIZE	PARTICULARS	FY 2018	PROPOSED
6BR	Cooking	\$ 12.00	\$ 12.00
	Lights	\$ 6.76	\$ 11.50
	Water Heating	\$ 54.00	\$ 54.00
	Water	\$ 158.50	\$ 158.50
	Sewer	\$ 27.50	\$ 27.50
	Trash Collection	\$ 30.00	\$ 30.00
	Refrigerator	\$ 6.50	\$ 6.00
	TOTAL	\$ 295.26	\$ 299.50
Optional:	Medical Equipment	\$ 2.00	\$ 2.00
Optional:	Washer (to be eliminated in 2019)	\$ 1.00	\$ -
	TOTAL	\$ 298.26	\$ 301.50

INCREASE BY \$5

\$ 298.00 \$ 302.00

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

MEMORANDUM:

June 14, 2019

TO: Board of Commissioners

FROM:  Executive Director

SUBJECT: **Notice of Intent to Award: RFP#-GHURA-COCC-019-001
Legal Counsel Services**

On April 24, 2019, a Request for Proposal for Legal Services for general and conflicts counsel was made available to the public. There was a total of four (4) firms that picked up the RFP of which only two (2) proposals were received on May 22, 2019. The Law Firms of Anthony C. Perez and McDonald Law Office submitted their proposals and were evaluated by the evaluation committee. The evaluation committee selected the proposal from the Law Firm of Anthony C. Perez as the best-qualified proposal. Listed below are the evaluation committee tabulation score (Attached for your review is each committee member's score for each proposal).

Firm	Score	Ranking
Law Office of Antony C. Perez	295	1
McDonald Law Office	227	2

Per Law Office of Antony C. Perez fee proposal there will be no charge for any associate or paralegal services and he will not seek any reimbursement for any copy cost. The proposed rate shall include any special or extraordinary litigation which GHURA may request, and no hourly rate will be sought for such. Attorney Perez indicated that his hourly rate is discounted from what he normally charges which is \$225.00. Attorney Perez has agreed to the provisions for Section 4.2F.

Based on the review by the evaluation committee we are requesting the Board to approve the Notice of Intent to Award to the Law Firm of Anthony C. Perez as GHURA's general legal counsel.

The contractual period shall begin on or about August 1, 2019 for a period of two (2) years with an option to extend for one (1) year and not to exceed a total period of three (3) years. The contractual hourly rates for the services are:

- Partner Rate - \$175 per hour

Based on Section 5.1.4 of the RFP, we are requesting the Board to approve the 2nd ranked proposer as GHURA's Conflict Counsel on an as needed basis only for the duration of the contract period utilizing the proposer's rate schedule.

The contractual period shall begin on or about August 1, 2019 for a period of two (2) years with an option to extend for one (1) year and not to exceed a total period of three (3) years. The contractual hourly rates for the services are per the attached Legal Services fee.



Ray S. Topasna
Executive Director

Attachment: Evaluation Committee Tabulation Score Sheet
Mc Donald Law office legal services fee
Law Office of Antony C. Perez Fee

At the Regular Board Meeting of June 21, 2019, a motion was made by Commissioner Pereda and Seconded by Resident Commissioner Leon Guerrero to approve the Intent of Award: RFP#GHURA-COCC-019-001 for Legal Counsel Services to the Law Office of Anthony C. Perez for the period of two (2) years with an option of an additional year and also moved to approve the 2nd rated bidder, the McDonald Law Firm for cases of conflict resolution beginning August 1, 2019.

**RFP GHURA-COCC-019-001
LEGAL COUNSEL SERVICES**

SUMMARY RATING SHEET

Evaluators' Name	Law office of Antony C. Perez	McDonald Law Office					
Elizabeth Napoli	95	67					
Katherine Taitano	100	84					
Albert H. Santos	100	74					
Total points	295	227					
Ranking	1	2					

Prepared By: Albert Santos

Date: 6/13/19

Selection Committee Members:

Elizabeth Napoli

Katherine Taitano

Albert H. Santos

Evaluation Form : RFP GHURA-COCC-019-001, LEGAL COUNSEL SERVICES

Name of Firm: McDonald Law Office

Evaluation Criteria:

Submitted proposals will be evaluated on the basis of the following criteria with each item being given a weight:

- 1- The Proposer's DEMONSTRATED UNDERSTANDING of the REQUIREMENT; Points 15 (25 pts max)
- 2- The APPROPRIATENESS of the TECHNICAL APPROACH (including labor categories, estimated hours and skill mix) and the QUALITY of the WORK PLAN Points 15 (20 pts max)
- 3- The Proposer's TECHNICAL CAPABILITIES (in terms of personnel, equipment and materials) and the MANAGEMENT PLAN (including staffing of key positions, method of assigning work and procedures for maintain level of services, etc.). Points 20 (20 pts max)
- 4- The Proposer's DEMONSTRATED EXPERIENCE with HUD housing programs or other similar federal programs, and the Proposer's DEMONSTRATED SUCCESSFUL PAST PERFORMANCE (including meeting costs, schedules and performance requirements) of contract work substantially similar to that required by this solicitation as verified by reference checks or other means. Points 15 (25 pts max)
- 5- The OVERALL QUALITY AND PROFESSIONAL APPEARANCE OF THE PROPOSAL SUBMITTED, based upon the opinion of the evaluators. Points 3 (5 pts max)
- 6- The PROPOSED COSTS the Proposer proposes to charge the Authority to provide the required work. Points 2 (5 pts max)

Total Points (not inclusive of Preference Points)

Total Points 70

PREFERENCE EVALUATION FACTOR -The following factors will be utilized by the Authority to evaluate each proposal received

- 7- SECTION 3 BUSINESS PREFERENCE PARTICIPATION: A firm may qualify for Section 3 status as detailed within Attachment D (Note: A max 5 points awarded). Points _____ (5 pts max)
- 7a- Priority I: As detailed of Attachment L Points _____ (15 pts max)
- 7b- Priority II: As detailed of Attachment L Points _____ (12 pts max)
- 7c- Priority III: As detailed of Attachment L Points _____ (9 pts max)
- 7d- Priority IV: As detailed of Attachment L Points ✓ (6 pts max)
- 7e- Priority V/VI: As detailed of Attachment L Points _____ (3 pts max)
- Total Preference Points (Additional) Total Points 6

TOTAL POINTS (inclusive of preference points)

Total Points 76

Signature of Reviewer: [Signature]

Date: 6/7/19

Evaluation Form : RFP GHURA-COCC-019-001, LEGAL COUNSEL SERVICES

Name of Firm: Pence

Evaluation Criteria:

Submitted proposals will be evaluated on the basis of the following criteria with each item being given a weight:

- 1- The Proposer's DEMONSTRATED UNDERSTANDING of the REQUIREMENT; Points 25 (25 pts max)
- 2- The APPROPRIATENESS of the TECHNICAL APPROACH (including labor categories, estimated hours and skill mix) and the QUALITY of the WORK PLAN Points 20 (20 pts max)
- 3- The Proposer's TECHNICAL CAPABILITIES (in terms of personnel, equipment and materials) and the MANAGEMENT PLAN (including staffing of key positions, method of assigning work and procedures for maintain level of services, etc.). Points 20 (20 pts max)
- 4- The Proposer's DEMONSTRATED EXPERIENCE with HUD housing programs or other similar federal programs, and the Proposer's DEMONSTRATED SUCCESSFUL PAST PERFORMANCE (including meeting costs, schedules and performance requirements) of contract work substantially similar to that required by this solicitation as verified by reference checks or other means. Points 25 (25 pts max)
- 5- The OVERALL QUALITY AND PROFESSIONAL APPEARANCE OF THE PROPOSAL SUBMITTED, based upon the opinion of the evaluators. Points 5 (5 pts max)
- 6- The PROPOSED COSTS the Proposer proposes to charge the Authority to provide the required work. Points 5 (5 pts max)

Total Points (not inclusive of Preference Points)

Total Points 100

PREFERENCE EVALUATION FACTOR -The following factors will be utilized by the Authority to evaluate each proposal received

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- 7b- Priority II: As detailed of Attachment L Points _____ (12 pts max)
- 7c- Priority III: As detailed of Attachment L Points _____ (9 pts max)
- 7d- Priority IV: As detailed of Attachment L Points _____ (6 pts max)
- 7e- Priority V/VI: As detailed of Attachment L Points _____ (3 pts max)
- Total Preference Points (Additional) Total Points _____

TOTAL POINTS (inclusive of preference points)

Total Points 100

Signature of Reviewer: [Signature]

Date: 6/7/19

Evaluation Form : RFP GHURA-COCC-019-001, LEGAL COUNSEL SERVICES

Name of Firm: Law Office of Anthony C. Perez

Evaluation Criteria:

Submitted proposals will be evaluated on the basis of the following criteria with each item being given a weight:

- 1- The Proposer's DEMONSTRATED UNDERSTANDING of the REQUIREMENT; Points 25 (25 pts max)
- 2- The APPROPRIATENESS of the TECHNICAL APPROACH (including labor categories, estimated hours and skill mix) and the QUALITY of the WORK PLAN Points 20 (20 pts max)
- 3- The Proposer's TECHNICAL CAPABILITIES (in terms of personnel, equipment and materials) and the MANAGEMENT PLAN (including staffing of key positions, method of assigning work and procedures for maintain level of services, etc.). Points 20 (20 pts max)
- 4- The Proposer's DEMONSTRATED EXPERIENCE with HUD housing programs or other similar federal programs, and the Proposer's DEMONSTRATED SUCCESSFUL PAST PERFORMANCE (including meeting costs, schedules and performance requirements) of contract work substantially similar to that required by this solicitation as verified by reference checks or other means. Points 25 (25 pts max)
- 5- The OVERALL QUALITY AND PROFESSIONAL APPEARANCE OF THE PROPOSAL SUBMITTED, based upon the opinion of the evaluators. Points 5 (5 pts max)
- 6- The PROPOSED COSTS the Proposer proposes to charge the Authority to provide the required work. Points 5 (5 pts max)

Total Points (not inclusive of Preference Points)

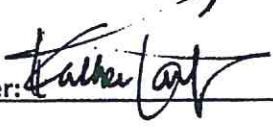
Total Points 100

PREFERENCE EVALUATION FACTOR -The following factors will be utilized by the Authority to evaluate each proposal received

- 7- SECTION 3 BUSINESS PREFERENCE PARTICIPATION: A firm may qualify for Section 3 status as detailed within Attachment D (Note: A max 5 points awarded). Points _____ (5 pts max)
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- 7c- Priority III: As detailed of Attachment L Points _____ (9 pts max)
- 7d- Priority IV: As detailed of Attachment L Points _____ (6 pts max)
- 7e- Priority V/VI: As detailed of Attachment L Points _____ (3 pts max)
- Total Preference Points (Additional) Total Points 0

TOTAL POINTS (inclusive of preference points)

Total Points 100

Signature of Reviewer: 

Date: 6.7.19

Evaluation Form : RFP GHURA-COCC-019-001, LEGAL COUNSEL SERVICES

Name of Firm: McDonald Law Office

Evaluation Criteria:

Submitted proposals will be evaluated on the basis of the following criteria with each item being given a weight:

- 1- The Proposer's DEMONSTRATED UNDERSTANDING of the REQUIREMENT; Points 18 (25 pts max)
- 2- The APPROPRIATENESS of the TECHNICAL APPROACH (including labor categories, estimated hours and skill mix) and the QUALITY of the WORK PLAN Points 16 (20 pts max)
- 3- The Proposer's TECHNICAL CAPABILITIES (in terms of personnel, equipment and materials) and the MANAGEMENT PLAN (including staffing of key positions, method of assigning work and procedures for maintain level of services, etc.). Points 20 (20 pts max)
- 4- The Proposer's DEMONSTRATED EXPERIENCE with HUD housing programs or other similar federal programs, and the Proposer's DEMONSTRATED SUCCESSFUL PAST PERFORMANCE (including meeting costs, schedules and performance requirements) of contract work substantially similar to that required by this solicitation as verified by reference checks or other means. Points 17 (25 pts max)
- 5- The OVERALL QUALITY AND PROFESSIONAL APPEARANCE OF THE PROPOSAL SUBMITTED, based upon the opinion of the evaluators. Points 4 (5 pts max)
- 6- The PROPOSED COSTS the Proposer proposes to charge the Authority to provide the required work. Points 3 (5 pts max)

Total Points (not inclusive of Preference Points)

Total Points 18

PREFERENCE EVALUATION FACTOR -The following factors will be utilized by the Authority to evaluate each proposal received

- 7- SECTION 3 BUSINESS PREFERENCE PARTICIPATION: A firm may qualify for Section 3 status as detailed within Attachment D (Note: A max 5 points awarded). Points _____ (5 pts max)
- 7a- Priority I: As detailed of Attachment L Points _____ (15 pts max)
- 7b- Priority II: As detailed of Attachment L Points _____ (12 pts max)
- 7c- Priority III: As detailed of Attachment L Points _____ (9 pts max)
- 7d- Priority IV: As detailed of Attachment L Points 6 (6 pts max)
- 7e- Priority V/VI: As detailed of Attachment L Points _____ (3 pts max)
- Total Preference Points (Additional) Total Points 6

TOTAL POINTS (inclusive of preference points)

Total Points 84

Signature of Reviewer: [Signature]

Date: 6.7.19

Evaluation Form : RFP GHURA-COCC-019-001, LEGAL COUNSEL SERVICES

Name of Firm: Law Office of Anthony C. Perez

Evaluation Criteria:

Submitted proposals will be evaluated on the basis of the following criteria with each item being given a weight:

- 1- The Proposer's DEMONSTRATED UNDERSTANDING of the REQUIREMENT; Points 25 (25 pts max)
- 2- The APPROPRIATENESS of the TECHNICAL APPROACH (including labor categories, estimated hours and skill mix) and the QUALITY of the WORK PLAN Points 20 (20 pts max)
- 3- The Proposer's TECHNICAL CAPABILITIES (in terms of personnel, equipment and materials) and the MANAGEMENT PLAN (including staffing of key positions, method of assigning work and procedures for maintain level of services, etc.). Points 20 (20 pts max)
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- 5- The OVERALL QUALITY AND PROFESSIONAL APPEARANCE OF THE PROPOSAL SUBMITTED, based upon the opinion of the evaluators. Points 5 (5 pts max)
- 6- The PROPOSED COSTS the Proposer proposes to charge the Authority to provide the required work. Points 5 (5 pts max)

Total Points (not inclusive of Preference Points)

Total Points 95

PREFERENCE EVALUATION FACTOR -The following factors will be utilized by the Authority to evaluate each proposal received

- 7- SECTION 3 BUSINESS PREFERENCE PARTICIPATION: A firm may qualify for Section 3 status as detailed within Attachment D (Note: A max 5 points awarded). Points ____ (5 pts max)
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- 7c- Priority III: As detailed of Attachment L Points ____ (9 pts max)
- 7d- Priority IV: As detailed of Attachment L Points ____ (6 pts max)
- 7e- Priority V/VI: As detailed of Attachment L Points ____ (3 pts max)
- Total Preference Points (Additional) Total Points 0

TOTAL POINTS (inclusive of preference points)

Total Points 95

Signature of Reviewer: E. J. Napoli

Date: 06/10/19

Evaluation Form : RFP GHURA-COCC-019-001, LEGAL COUNSEL SERVICES

Name of Firm: McDonald Law Office, LLC

Evaluation Criteria:

Submitted proposals will be evaluated on the basis of the following criteria with each item being given a weight:

- 1- The Proposer's DEMONSTRATED UNDERSTANDING of the REQUIREMENT; Points 18 (25 pts max)
- 2- The APPROPRIATENESS of the TECHNICAL APPROACH (including labor categories, estimated hours and skill mix) and the QUALITY of the WORK PLAN Points 12 (20 pts max)
- 3- The Proposer's TECHNICAL CAPABILITIES (in terms of personnel, equipment and materials) and the MANAGEMENT PLAN (including staffing of key positions, method of assigning work and procedures for maintain level of services, etc.). Points 15 (20 pts max)
- 4- The Proposer's DEMONSTRATED EXPERIENCE with HUD housing programs or other similar federal programs, and the Proposer's DEMONSTRATED SUCCESSFUL PAST PERFORMANCE (including meeting costs, schedules and performance requirements) of contract work substantially similar to that required by this solicitation as verified by reference checks or other means. Points 12 (25 pts max)
- 5- The OVERALL QUALITY AND PROFESSIONAL APPEARANCE OF THE PROPOSAL SUBMITTED, based upon the opinion of the evaluators. Points 2 (5 pts max)
- 6- The PROPOSED COSTS the Proposer proposes to charge the Authority to provide the required work. Points 2 (5 pts max)

Total Points (not inclusive of Preference Points)

Total Points 61

PREFERENCE EVALUATION FACTOR -The following factors will be utilized by the Authority to evaluate each proposal received

- 7- SECTION 3 BUSINESS PREFERENCE PARTICIPATION: A firm may qualify for Section 3 status as detailed within Attachment D (Note: A max 5 points awarded). Points _____ (5 pts max)
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- 7c- Priority III: As detailed of Attachment L Points _____ (9 pts max)
- 7d- Priority IV: As detailed of Attachment L Points 6 (6 pts max)
- 7e- Priority V/VI: As detailed of Attachment L Points _____ (3 pts max)
- Total Preference Points (Additional) Total Points 6

TOTAL POINTS (inclusive of preference points)

Total Points 67

Signature of Reviewer: ST Napoli

Date: 06/10/19

RFP GHURA-COCC-019-001 Part II- Legal Services Proposal Fee Only

	Normal Rate	Extraordinary Litigation
Partners	\$250.00 per hour	\$300.00 per hour
Associates	\$185.00 per hour	\$200.00 per hour
Paralegals	\$135.00 per hour	\$135.00 per hour
Couriers	\$25.00 per delivery	\$25.00 per delivery
Reimbursable Copy Costs	\$.10 per page	\$.10 per page

The Firm shall track and bill all work hours and materials by specific program or funding source as required by GHURA.

LEGAL SERVICES PROPOSAL FEE

May 22, 2019

Mr. Ray S. Topasna
Executive Director
Guam Housing and Urban Renewal Authority
117 Bien Venida Ave.
Sinajana, Guam 96910

Re: LEGAL SERVICES PROPOSAL FEE

Dear Mr. Topasna:

I offer to provide all legal service on behalf of GHURA at a partner rate of \$175.00 an hour including clerical services. As a sole proprietor, I will be the sole attorney providing legal services on GHURA's behalf. There will be no charge for any associate or paralegal services. I do not seek reimbursement for any copy costs. The proposed rate shall include any special or extraordinary litigation which GHURA may request, and no increased hourly rate will be sought for such. I acknowledge and agree to the provisions of Section 4.2 F. Cost and G. Exclusions as contained in the RFP. This legal services proposal is less than the hourly rate I charge my other clients. As has been shown during my past and current tenure with GHURA, I am able to provide quality legal services in an economical, efficient manner.

Sincerely,


Anthony C. Perez, Esq.



GHURA Board of Directors

June 21, 2019

PIH Office Field Operations

Edward Moses, Regional Director (Region IX and X)

Jesse Wu, Director, Office of Public Housing

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Agenda

- Introduction
- HUD's Organization, Mission and Goals
- Board and Executive Director's Roles
 - Lead the Way
- Public Housing Program and Housing Choice Voucher Overview
 - General program overview
 - Public Housing repositioning priorities
- Ethics and Conflict of Interest
- Discussion and Questions



Contact	Role
Dominguez, Carl	Board Member
Flores, Sabino	Board Chairperson
Leon Guerrero, Joseph	Board Member (Resident)
Leon Guerrero, Lucele	Chief Financial Officer
Lujan, Julieann	Contact
Nelson, Telena C	Local Official
Paulino, Eliza	Board Member
Pereda, George	Board Member
Topasna, Ray	Executive Director

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HUD Mission

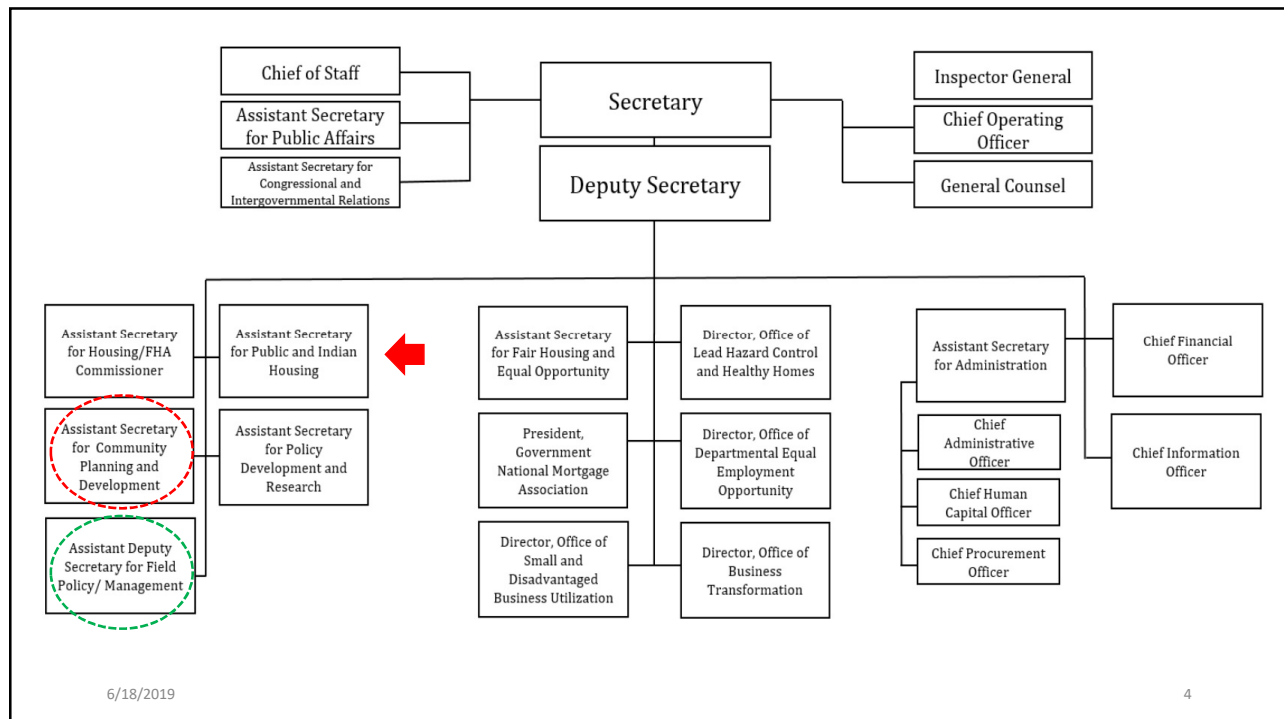


HUD's mission is to create strong, sustainable, inclusive communities and quality affordable homes for all. HUD is working to strengthen the housing market to bolster the economy and protect consumers; meet the need for quality affordable rental homes; utilize housing as a platform for improving quality of life; build inclusive and sustainable communities free from discrimination, and transform the way HUD does business.

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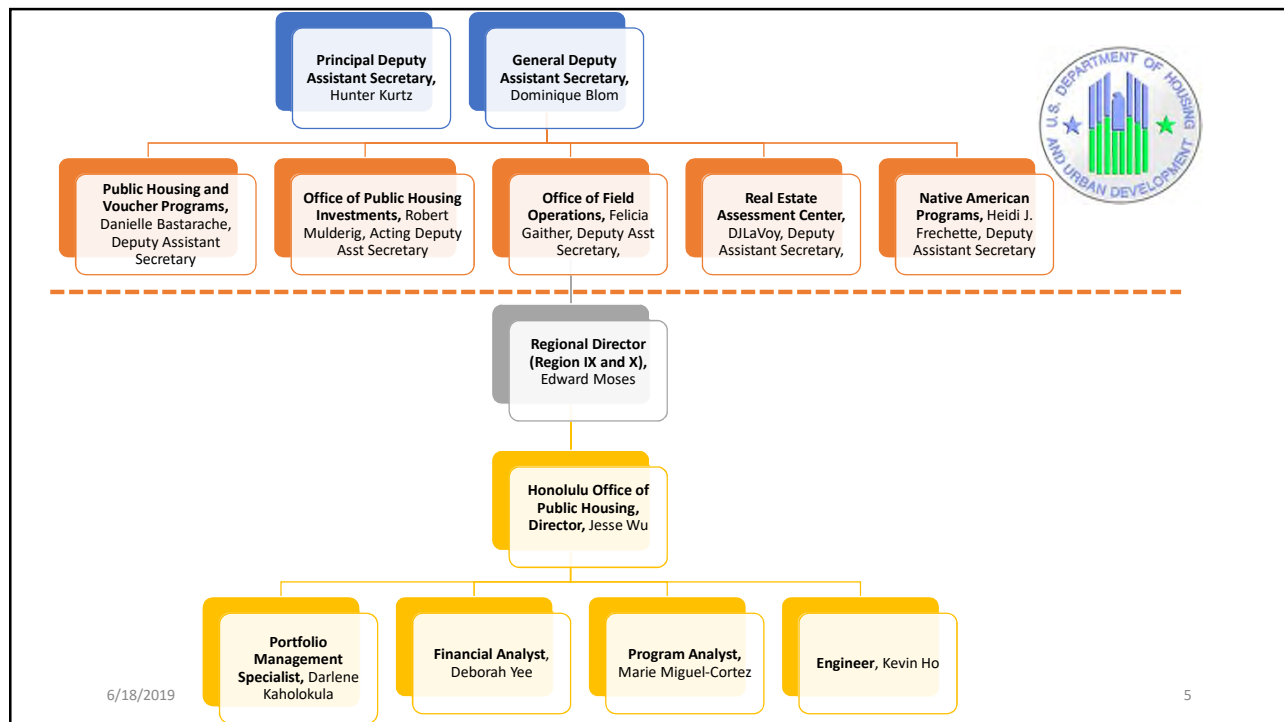
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PHA Roles and Duties Key

Board of Commissioners	Executive Director
Management & Oversight	Day to day Operations
Authorize/Approve Contracts	Ensure contractual obligations are being met
Authorize/Approve Budget	Procure goods/services for PHA in accordance with APPROVED budget
Establish Mission, Goals, Plans, Policy	Manage PHA in accordance with established policy/plans/goals
Ensure ethical, legal, and effective work performance	Keep the Board informed

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Lead the Way: Board Training



LEAD THE WAY

PHA GOVERNANCE AND FINANCIAL MANAGEMENT

A Training for Board Members and Staff

A free new online resource for public housing agency (PHA) board members and staff.



WHO IS THE TARGET AUDIENCE?

Lead the Way is designed for PHA board members/commissioners. New and experienced board members alike can benefit from the curriculum. Additionally, executive staff—CEOs, CFOs, finance teams, program managers—can use the tool to hone their skills and improve PHA operations. HUD also encourages appointing officials and community members to access the training to gain a better understanding of the roles and responsibilities of their local PHAs and commissioners.

[LTW overview video](#)

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Lead the Way: Board Training



WHAT IS LEAD THE WAY?

In July 2015, HUD's Office of Public and Indian Housing launched *Lead the Way: PHA Governance and Financial Management*. This informational resource for PHA Board members and staff is designed to help them fulfill PHA roles and responsibilities, and integrates video stories from five PHAs across the country.

The first three sections cover PHA **Foundations**:

- **Fundamentals of Oversight** presents the history and context of public housing.
- **Roles and Responsibilities** addresses PHA board and staff functions.
- **Public Housing Basics** outlines key components of public housing.

Lead the Way then helps enhance **skills** in six key aspects of PHA governance and financial management:

- Asset Management
- Housing Choice Voucher Program
- Budgets
- Ethics
- Assessing Your PHA
- Know Your PHA

HOW DOES IT WORK?

Lead the Way can be accessed anytime, day or night, individually or with other board members or staff. *Lead the Way* is easy to navigate so users can easily return to any section to find the information they need; and the curriculum keeps track of what they've completed. Features include:

- Video vignettes from real PHAs
- Audio case studies that offer opportunities to apply new knowledge and skills
- Text slides with in-depth information that allow users to focus on what is most important
- Quizzes to assess and reinforce learning
- Interactive worksheets

Check the HUD Exchange for information about upcoming virtual and live training opportunities.

LEARN MORE:

Find *Lead the Way* at www.hudexchange.info/public-housing



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PHA Roles and Duties Key



The Board's role:

- Provide for proper management and oversight of PHA operations
- Securing management and staff for the PHA
- Authorize new contracts, budgets, payments, and Applications for Funding
- Develop the PHA's Mission, Goals, and Plan
- Establish local discretionary policy

[Effective Commissioner Video](#)

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PHA Roles and Duties Key



The Executive Director's role:

- Manage day-to-day operations
- Hire, train, supervise/manage and terminate PHA staff;
- Procure of goods and services and oversight of all contract work;
- Prepare of PHA budgets, supervise cash management, and ensure bank reconciliation and audits are completed;
- Monitor and enforce program requirements;

[Relationship between Commissioners and ED's Video](#)

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PHA Roles and Duties Key



The Executive Director's role:

- Monitor operations for fraud and abuse;
- Maintain overall compliance with Federal, State and local laws, as well as board-adopted policies and procedures;
- Keep the Commissioners informed of any problems such as audit concerns, legal issues, major resident issues, financial status, changes to laws, and other important issues.

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Federal and State Law



- Both federal and state law apply to public housing authorities
- General rule of thumb is that the most stringent rule applies
- Waivers may not be granted for conflicts that violate state law

[Laws Regulations Policy Video](#)

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HUD's Role



- HUD provides guidance and oversees programs that it administers
 - Ensure fiscal integrity
 - Responsible for regulatory oversight
- GHURA's primary contacts = Honolulu Office of Public Housing
 - Jesse Wu, Director
 - JESSE.WU@hud.gov
 - (808) 457-4668
 - Darlene Kaholokula, Portfolio Management Specialist
 - DARLENE.L.KAHOLOKULA@hud.gov
 - (808) 457-4670

[HUD Oversight Video](#)

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GHURA portfolio



PHA Overview		
PHA Code: G0001 View PHA Profile PHA Name: Guam Housing & Urban Renewal Authority		
Financial Position FYE Date = 09/30/2018 Submission Type = Unaudited/Single Audit Total Section 8 Revenue (HCV) = \$30,164,351 Total Section 9 Revenue (PH) = \$6,031,329 Total Revenue Other Sources* = \$7,194,903 Revenue, all sources = \$43,390,583 <small>* Total Revenue Other Sources includes Revenue from other Federal and non-Federal sources</small>	Public Housing Units (PIC ACC): 750 APG Occupancy Rate: 93.9% Vacant for Mod: 21 Approved Demo/Disp Units: 0 Developments: 5 PHAS Score/Designation: 93 / High Performer Administration Cost Category: [Low, Medium, High] Risk Score (PH program Only): [Low, Medium, High]	Housing Choice Voucher December 2016 Housing Choice Vouchers: 2,571 HCV Utilization Rate: 90.67% HCV Spending Rate (w/ HAP Reserves): 99.90% YTD HAP/YTD BA: 99.90% PBV: [data not available] VASH Vouchers: 0 Other Special Purpose Vouchers: 361 SEMAP Score/Designation: High
PHA Executive Director Contact: Ray Topasana Contact Title: Executive Director Contact Email: rstopasana@ghura.org Contact Phone: 671-475-1378	Board Chair or Acting Chair Board Chair: Sabino Flores Chair Email: sflor2@gmail.com Chair Phone: 671-475-1378	Other PHA County: GUAM PHA Congressional District: 98 No Mayor info for GQ001
Field Office Comments There are no comments for this PHA.		

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Public Housing Portfolio Overview



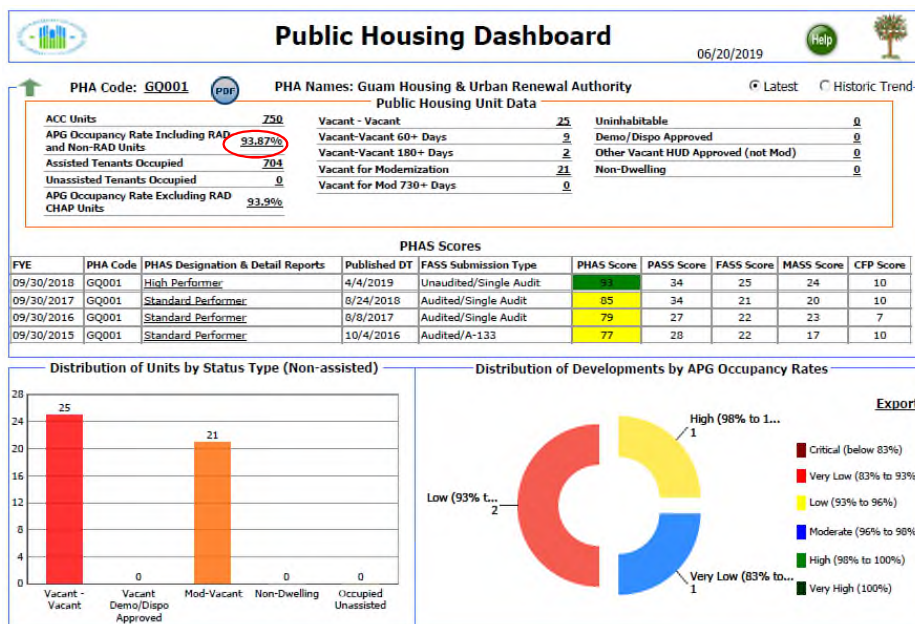
• Guam Housing and Urban Renewal Authority

• Public Housing	750 units	\$6,674/unit
• Operating Subsidy	\$ 5,005,802	
• Capital Fund	\$ 2,246,602	\$2,995/unit
• PHAS score (FY2018):	93/100	High Performer
• HCV total authorized vouchers:	2,571 units	
• HCV leased vouchers (April 2019):	2,333 units	\$10,991/unit
• HCV Funding, Housing Assistance Payments (FY19):	\$ 25,643,787	
• HCV Funding, HCV Administrative Fees (FY19):	\$ 2,502,924	
• HCV Administrative Expenses:	\$ 1,925,088	
• SEMAP score (FY2018):	130/140 point	High Performer

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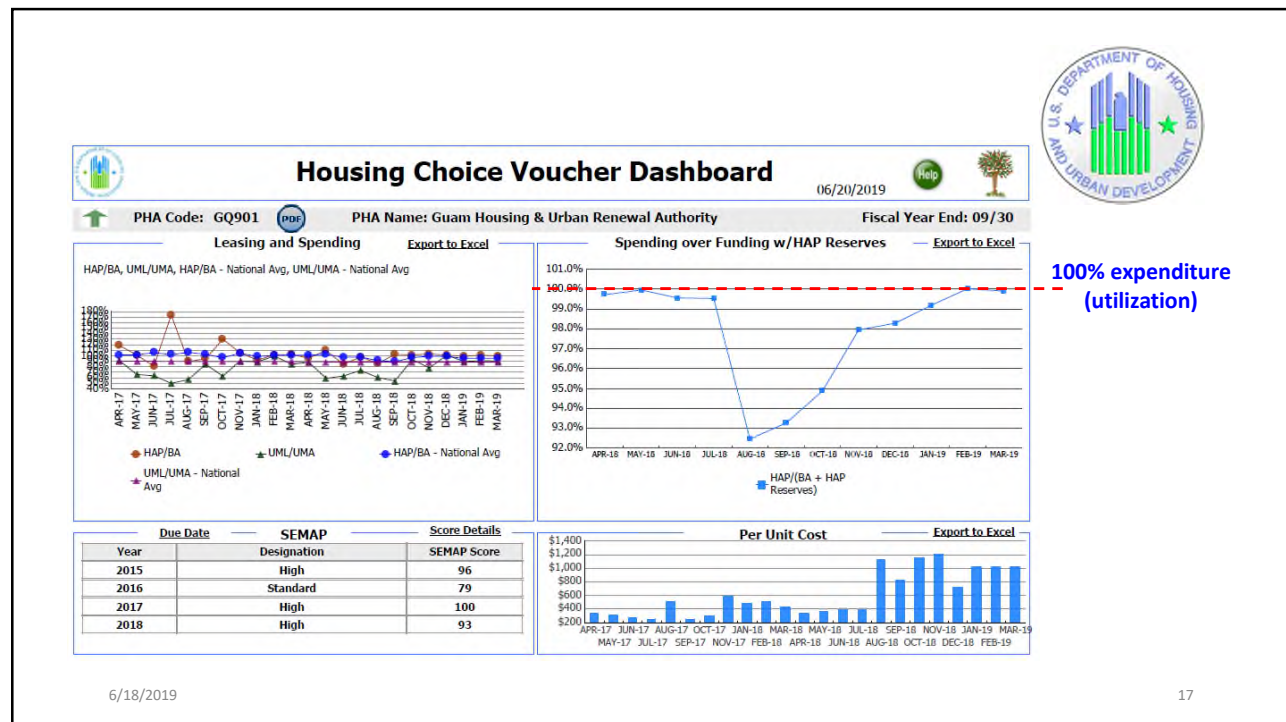
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U.S. Department of Housing and Urban Development

OFFICE OF PUBLIC AND INDIAN HOUSING
REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim Rule

Report Date: 04/04/2019

PHA Code:	GQ001
PHA Name:	Guam Housing & Urban Renewal Authority
Fiscal Year End:	09/30/2018

PHAS Indicators	Score	Maximum Score
Physical	34	40
Financial	25	25
Management	24	25
Capital Fund	10	10
Late Penalty Points	0	
PHAS Total Score	93	100
Designation Status:	High Performer	
Published	04/04/2019	Initial published 04/04/2019

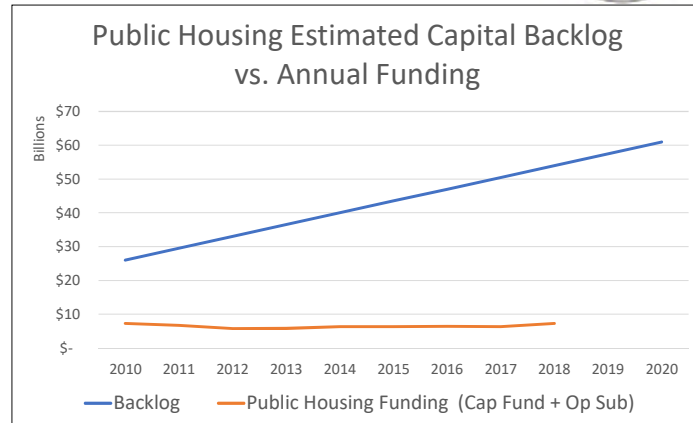
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Public Housing Re-positioning



- Significant capital backlog
- Funding uncertainty
- High regulatory and bureaucratic constraints
- Limited access to private capital



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HUD Response



- Leverage repositioning success of Rental Assistance Demonstration (RAD)
- Utilize new program flexibilities in Section 18 Demolition & Disposition process
- Develop guidance on additional repositioning strategies



GOAL:
Reposition public housing units to a more financially sustainable platform

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What do we mean by “reposition”?

- Facilitate the rehabilitation or demolition and new construction of units by increasing access to financing to address capital needs.
- Preserve the availability of affordable housing assistance, either through a physical unit or voucher.

Will there still be public housing?

- Yes. Many PHAs operate successful public housing programs with well-maintained units.
- PHAs operating public housing units will still have access to Capital Fund Financing, Operating Fund Financing, Energy Performance Contracts, etc.

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What does this mean for residents?

- Units that are in better physical condition
- Continued availability of affordable housing and rental assistance in their local communities
- Additional flexibility to move to better housing and/or places of opportunity



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Key Considerations

Are your properties financially sustainable?

- What are the capital needs of the property?
- How much does it cost to operate?
- What does future HUD funding look like?
- What is the market demand?
- Does the property have existing debt or other obligations?



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Key Considerations

What is best for your community?

- What are the affordable housing needs in your area?
- Is the property in a good location for resident opportunities?
- What types of HUD programs do you want to administer?
- Could you replace units in other areas of opportunity and leverage the property's value?
- Who will own and manage the property?



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What are my options?



Section 9 (Public Housing) Options

- Mixed-Finance Rehab & Development
- Choice Neighborhoods
- Operating Fund Financing Program
- Capital Fund Financing Program
- Energy Performance Contracts
- Section 30 Mortgaging

Repositioning Options

- Rental Assistance Demonstration (RAD)
- Section 18 Demolition & Disposition
- RAD/Section 18 Blends
- Voluntary Conversion

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Housing Choice Voucher Overview



- The Housing Choice Voucher (HCV) program (aka Section 8 or tenant based rental assistance) is a major program for assisting very low-income families to afford decent, safe, and sanitary housing in the private market
- Provided that the unit meets the minimum health/safety standards, housing assistance is provided on behalf of the participant.
- Participants are able to find their own housing, including single-family homes, townhouses and apartments

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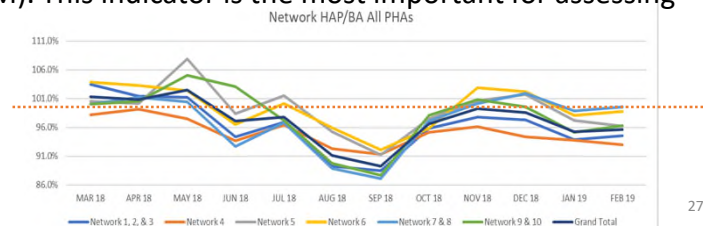
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Housing Choice Voucher Utilization



Utilization (expenditure of Annual Budget Authority)

- HUD provides PHAs an annual budget authority to make housing assistance payments. An agency's voucher funds expenditure rate (utilization) is the share of its subsidy funding allocation it spends to assist families during the year.
- Example: A PHA receives \$2.4M for voucher budget authority and spends \$2.2M to assist families, its funds expenditure or utilization rate is 92 percent (\$2.2M divided by \$2.4M). This indicator is the most important for assessing program performance.



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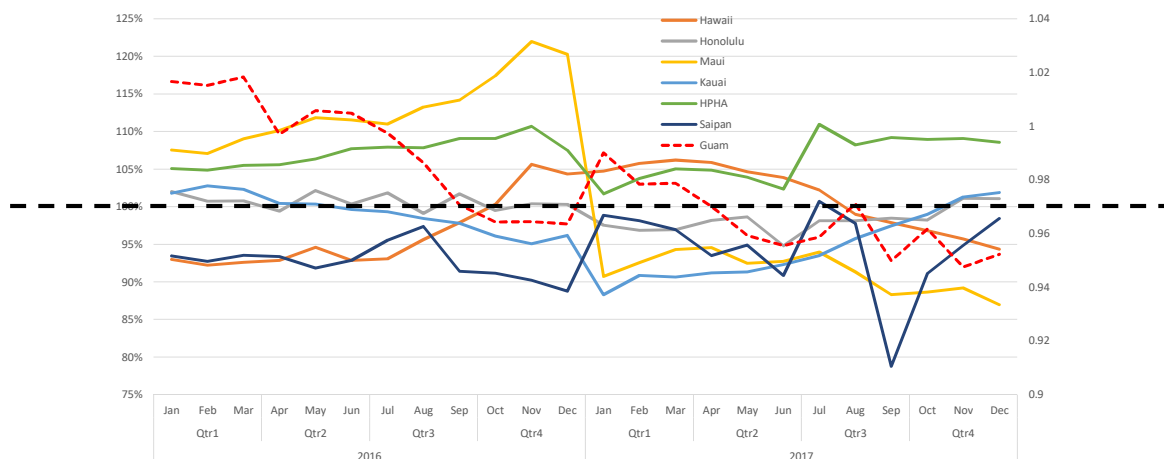
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Housing Choice Voucher Utilization



Utilization (expenditure of Annual Budget Authority)



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HCV Utilization: Two-Year-Tool



ACC/Funding Information			
ACC	Current Year (2019)	Year 2 (2020)	Year 3 (2021)
Beginning ACC Vouchers	2,571	2,571	2,571
Funding Components	Current Year (2019)	Year 2 (2020)	Year 3 (2021)
Initial BA Funding (net offset)	\$25,643,787	\$29,242,386	\$31,396,413
Offset of HAP Reserves	\$2,719,547	\$0	\$0
Set Aside Funding	\$0	\$0	\$0
New ACC Units Funding	\$0	\$0	\$0
Total ABA Funding Provided	\$25,643,787	\$29,242,386	\$31,396,413
PHA Income	\$6,796	\$0	\$0
Total Cash-Supported Prior Year-End Reserves	\$6,653,999	\$3,062,196	\$387,910
Total Funding			
Total Funding Available	\$32,304,582	\$32,304,582	\$31,784,322

Funding Proration/Offset Levels	
HAP	
Year 2 (2020) Benchmark	100.0%
Year 3 (2021) Benchmark	100.0%
Year 2 (2020) % Excess Reserves Offset	0.0%
Year 3 (2021) % Excess Reserves Offset	0.0%
Administrative Fees	
Year 1 (2019)	80.0%
Year 2 (2020)	80.0%

Program Projection Variables	
Success Rate	79%
Annual Turnover Rate	12.1%
PHI EOP % as of 3/31/2019 (2019 EOP) 10.35%	

Time from Issuance to HAP Effective Date (Current: 1.75 months)	
% leased in 30 days	50%
% leased in 30 to 60 days	33%
% leased in 60 to 90 days	10%
% leased in 90 to 120 days	6%
% leased in 120 to 150 days	1%

HUD-Held Reconciliation Cash Sufficiency Check	
HUD-established C/EHHR	\$6,135,293
HUD-established C/EHHR	
HUD-estimated Net Excess Cash	\$459,706
HUD-estimated Net Excess Cash	\$1,195,036
HUD-Reconciled	\$6,653,999
HUD-Reconciled	\$7,390,329
Lower of HIT/HT (May Override)	\$6,653,999
Lower of HIT/HT (May Override)	
HUD-Reconciled Excess Cash v PHA Income (10/19/2018)	

Leasing and Spending Outcomes: Current and Following Year Projections	
2019	2020
UML % of ACC (UML)	83.1% 101.7%
HAP Exp as % All Funds	90.5% 98.8%
HAP Exp as % of Eligibility only	103.1% 109.1%
End of Year Results	
Projected 12/31 Total HAP Reserves	\$3,062,196 \$387,910
HAP Reserves as % of ABA (30% cap)	11.3% 1.3%
Excess Reserves Subject To Offset	\$1,205,843 \$0
End of Year 3 Results (2021)	
\$1,612,578	5.1% Projected Total HAP Reserves *****

Administrative Fees Analysis		
Use Debt	2019	2020
< 7,200 UMLs (No Proration)	> 7,200 UMLs (No Proration)	Admin Fees Earned (PY: \$2,365,764)
\$115.26	\$107.59	Expense \$1,925,088 \$1,902,060
Expense %		76.3% 10.5%

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HCV Utilization: Two-Year-Tool

Annual Budget Authority



ACC/Funding Information			
ACC	Current Year (2019)	Year 2 (2020)	Year 3 (2021)
Beginning ACC Vouchers	2,571	2,571	2,571
Funding Components	Current Year (2019)	Year 2 (2020)	Year 3 (2021)
Initial BA Funding (net offset)	\$25,643,787	\$29,242,386	\$31,396,413
Offset of HAP Reserves	\$2,719,547	\$0	\$0
Set Aside Funding	\$0	\$0	\$0
New ACC Units Funding	\$0	\$0	\$0
Total ABA Funding Provided	\$25,643,787	\$29,242,386	\$31,396,413
PHA Income	\$6,796	\$0	\$0
Total Cash-Supported Prior Year-End Reserves	\$6,653,999	\$3,062,196	\$387,910
Total Funding			
Total Funding Available	\$32,304,582	\$32,304,582	\$31,784,322

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Enclosure A

Calculation of Calendar Year 2019 Renewal Funding
Housing Choice Voucher Program

1 HA Number: GQ901

2 HA Name: GUAM HSG AND URBAN RENEWAL AUTH

CY 2019 Renewal Funding

3 CY 2019 HCV Renewal Funding after Offset and Amounts Owed HUD \$25,588,334

CY 2019 Non-Renewal Funding

4 CY 2019 Non-Renewal Funding (TPVs, VASH, etc.) to Date \$55,454

5 CY 2019 Estimated RAD 1 Funding For First Full Year After Conversion \$0

6 CY 2018 Proration Increase \$0

7 Total CY 2019 HCV Renewal and Non-Renewal Funding \$25,643,788

ELIGIBILITY

8 Total Unit Months Leased per VMS - CY 2018 27,873

9 Total Unit Months Available - CY 2018 30,771

10 Capping Percentage 100%

11 Total CY 2018 HAP Expenses per VMS \$27,667,257

12 Total CY 2018 Capped HAP Expenses (Line 11 x Line 10) \$27,667,257

13 Renewal Funding Inflation Factor 1.02824

14 Inflated Eligibility Sub-Total (Line 12 x Line 13) \$28,448,580

15 First Time Renewals - Appendix II \$1,552

16 Transfers In or Out \$0

17 Total DHAP Eligibility \$0

18 Total Renewal Eligibility (Line 14 + Line 15 + Line 16 + Line 17) \$28,450,132

19 Proration Factor 0.99500

20 Prorated Eligibility (Line 18 x Line 19) \$28,307,881

OFFSET


Calculation on Appendix I

21 Offset Amount (Calculations on Appendix I) \$2,719,547

22 Total CY 2019 Renewal Funding after Offset (Line 20 - Line 21) \$25,588,334

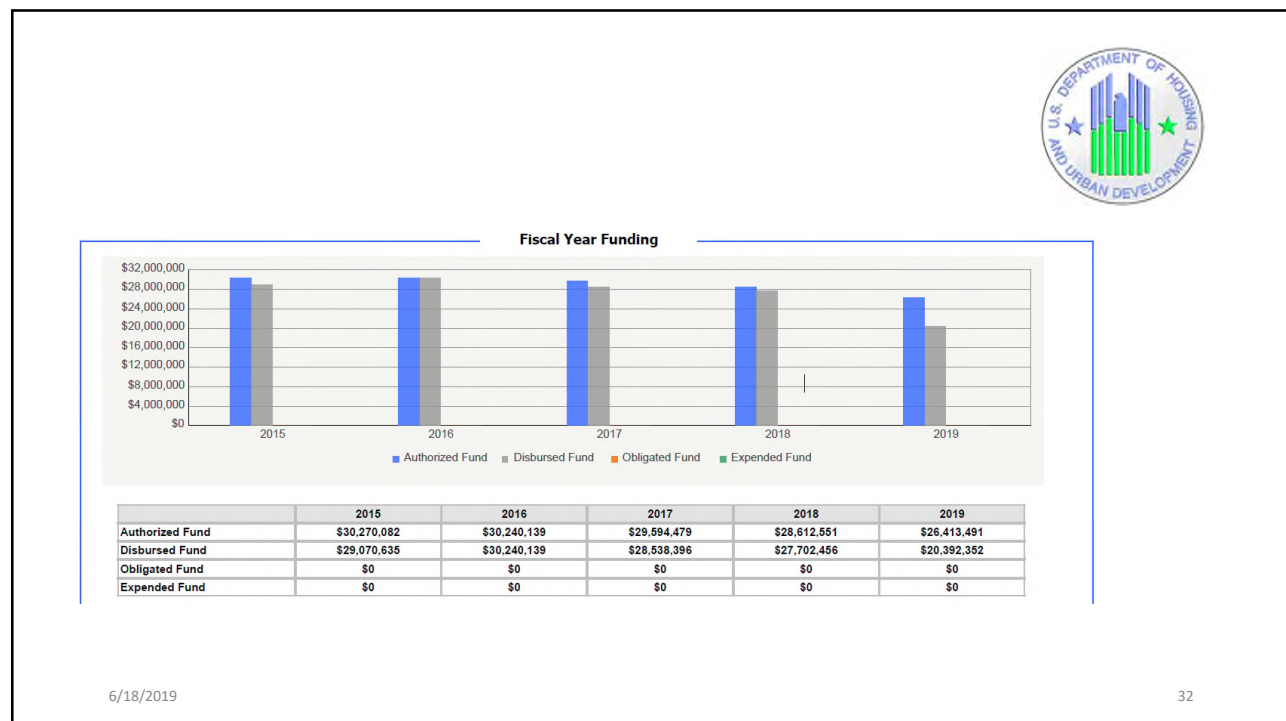
FUNDING

23 **Total CY 2019 Renewal Funding after Offset** \$25,588,334



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HCV Utilization: Two-Year-Tool



Projected year end reserves

Leasing and Spending Outcomes: Current and Following Year Projections		
2019		2020
UML % of ACC (UMA)	93.1%	101.7%
HAP Exp as % All Funds	90.5%	98.8%
HAP Exp as % of Eligibility only	103.1%	109.1%
End of Year Results		
Projected 12/31 Total HAP Reserves	\$3,062,196	\$387,910
HAP Reserves as % of ABA (Start: 25.9%)	11.9%	1.3%
"Excess" Reserves Subject To Offset	\$1,205,843	\$0

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Homeless Admissions (January to March 2019)



PHA Name	Program Type	Summary of Total # of New HOH Admissions; Not Vash	Quarter Summary Total # HOH New Admissions Homeless; Not Vash	% Homeless at admission
Guam Housing & Urban Renewal Authority	P	41	0	0.0%
Guam Housing & Urban Renewal Authority	VO	93	0	0.0%
Northern Marianas Housing Corp	VO	4	0	0.0%
Hawaii Public Housing Authority	P	55	4	7.3%
County of Hawaii	VO	80	5	6.3%
City and County of Honolulu	VO	111	35	31.5%
County of Maui	VO	126	15	11.9%
Kauai County Housing Agency	VO	22	5	22.7%
Hawaii Public Housing Authority	VO	69	54	78.3%

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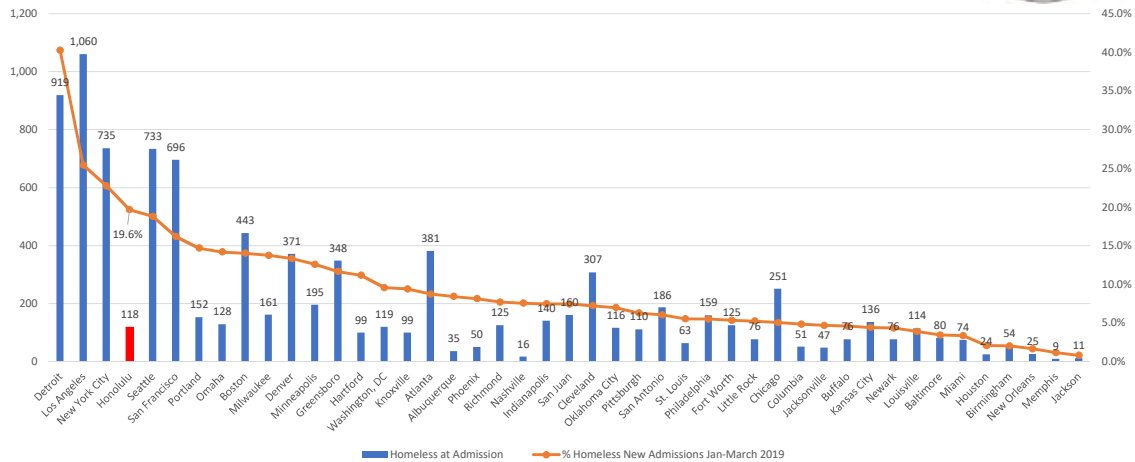
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Homeless Admissions (January to March 2019)



PIH Homeless Admissions (January to March 2019)



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Conflicts of Interest (HCV)



- PHA, its contractors and subs may not enter into a contract in connection with tenant-based programs if the following persons have an interest in the contract:
 - PHA present or former members or officers (except participant commissioners)
 - Contractors, subs or agents of a PHA who formulate policy or who influence decisions regarding the programs.
 - Public officials, members of governmental bodies, or state or local legislators, who exercise functions or responsibilities regarding programs.
 - Member of U.S. Congress
- Restriction applies during the person's tenure and for one year thereafter.
- See 24 CFR Part 982.161 for regulatory language

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Conflicts of Interest (HCV)



PHA, its **contractors and subs** may not enter into a contract in connection with tenant-based programs if the following persons have an interest in the contract:

What does **Contractor or sub-contractors** mean?

- **Contract** work is a type of work that could vary in positions such a temporary job to freelance.
- A Contractor is an **employee** who works under **contract** for an employer.
- A **contract employee** is hired for a specific job at a specific rate of pay, sometimes for a specific period of time which may or may not be extended
- A **sub-contractor** is someone who signs a contract with a contractor.

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Conflicts of Interest (HCV)



- Any conflicts must be disclosed to the PHA and HUD
- Conflicts of Interest are dependent on type of position
- Get waiver approval PRIOR TO making decisions:
 - Before hiring an individual with a Conflict of Interest
 - Before signing HAP with a Landlord with a Conflict of Interest
- Conflicts of interest may be waived by HUD for good cause

Must get prior written approval from HUD

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Litigation Reporting



- Reporting Requirement for PHA litigation involving HUD programs or HUD funds
- Concurrence requirement for initiation, appeal or settlement of litigation involving PHA programs or funds
- Excludes routine evictions actions and HCV program litigation



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Litigation Reporting



- Public Housing Authority (PHA) is required to notify the HUD Regional Counsel and HUD Public Housing Director if PHA is involved in, or threatened with, any litigation involving:
- Construction or application of: a Federal, or state constitution, statute, or regulation, a HUD assistance contract, or a cooperation agreement; or
- If an adverse judgment would be satisfied from funds obtained at any time from HUD

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Conflict and Litigation Summary



- If you believe there is a potential litigation and/or conflict of interest (real or apparent), notify HUD's respective program office and the HUD Region IX Regional Counsel
 - Jesse Wu, Director: Honolulu Office of Public Housing (Jesse.Wu@hud.gov)
 - Michael Propst, Regional Counsel (Michael.Propst@hud.gov)
- If you are unsure about a conflict of interest, contact the Honolulu Office of Public Housing staff for further assistance
- Do NOT make decisions re: conflicts of interest without consulting the Honolulu Office of Public Housing

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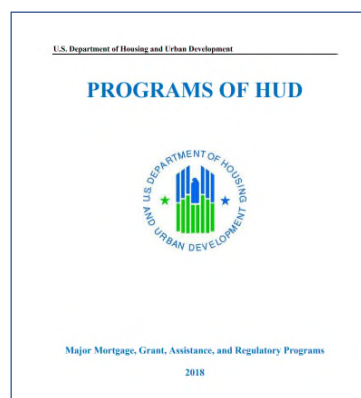
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Conclusions



- Any questions?



<https://www.hud.gov/sites/dfiles/Main/documents/HUDPrograms2018.pdf>

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