



BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M., March 28, 2019
GHURA's Main Office
1st floor, Conference Room, Sinajana
AGENDA

I. ROLL CALL

II. APPROVAL OF PREVIOUS BOARD MINUTES – February 22, 2019

III. CORRESPONDENCE AND REPORTS

Page(s)

IV. OLD BUSINESS

1. **Board Action Item No. 037/18** 1-2
Update on the Construction of the Sinajana Central Precinct
(Ref. Minute Nos: 099/17, 311/17, 330/17, & 006/18)
2. **Board Action Item No. 037/19**
Status of Transition for the Mosquito Lab Project
3. **Board Action Item No. 022/19**
Update on the on-going FOIA request
4. **Board Action Item No. 046/19** 3-20
Status on HUD Letter dtd February 11, 2019, Re: Audited
Financial Statement for Fiscal Year ending September 30, 2017

V. NEW BUSINESS

1. **Intent of Award** 21-27
GHURA-01-16-2019-AMPs, Renovation of Seven Public Housing
Units at Various AMPs
2. **A/E Fee Proposal** 28-50
RFP #10-8-2018-CDBG, Design of a Residential Treatment Center
for Women in Tiyan

3. **Contract Amendment** 51-81
IFB#GHURA-413-2018-CPD, Demolition of four housing
structures in Dededo
4. **Resolution No. FY2019-012** 82-83
Resolution approving above-step recruitment for the Accountant
III position
5. **Resolution No. FY2019-013** 84-130
Resolution approving the significant amendment to the PHA 5-year
and Annual Plan (2014-2019) and to the Capital Fund Program
Five-Year Plan (2018-2022)
6. **Request for Tenant Accounts Receivables** 131-143
Write-offs through December 31, 2018

VI. GENERAL DISCUSSION / ANNOUNCEMENTS

1. Next proposed scheduled Board Meeting: Fridays, April 12th & 26th

VII. ADJOURNMENT

BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 p.m., March 28, 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 **Thursday, March 28, 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: Thomas E. B. Borja, Acting Chairman
 Joseph M. Leon Guerrero, Resident Commissioner
 Carl V. Dominguez, Member
 George F. Pereda, Member

COMMISSIONERS ABSENT: Eliza U. Paulino, Member

LEGAL COUNSEL: Anthony Perez

MANAGEMENT & STAFF: Ray S. Topasna, Executive Director
 Elizabeth F. Napoli, Deputy Director
 Audrey A. Aguon, Special Assistant
 Albert Santos, A&E Manager
 Katherine Taitano, Chief Planner
 Lucele Leon Guerrero, Controller
 Kimberly Bersamin, HR Administrator

Meeting was called to order at 12:00p.m. by Acting Chairman Borja who acknowledged the presence of the above attendees. The Acting 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:
052/19		Acting Chairman Borja called for a motion to be made on the approval of the Minutes for the previous Board Meeting on February 22, 2019.	
053/19		After review and further discussion by the Board Members, a motion was made by Commissioner Dominguez, and seconded by Commissioner Pereda, to approve the Board Meeting Minutes of February 22, 2019, as corrected.	
Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	037/18	<p>Update on the Construction for the Sinajana Central Precinct</p> <p>Mr. Albert Santos indicated that as of March 27, 2019, he and Director Topasna had met with the contractor to discuss the progress and punch list of the project. Mr. Santos stated that the dates given by the contractor, based on the original proposal, had slipped by and this was cause for concern. The contractor had indicated to Mr. Santos that with the exception of the occupancy permit, most of the items on the punch list will be addressed by April 14, 2019 and the building will be ready for DPW's inspection. Mr. Santos also stated that based on the progress of the building and the necessary inspections, the project should be ready by April 24, 2019.</p> <p>Some of the major items are the pouring of the asphalt, the sewer connection, and the water connection, all of which are coming along well.</p>	Albert Santos

Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	037/18 continuation	<p>However, GWA initially had discovered that a water line that was connected had been a raw line, not the line they had wanted. GWA eventually found another water line amongst the maze of pipes that GWA originally had not known about. Mr. Santos had reminded Chairman Borja that GHURA had to provide a map to assist GWA in finding the correct water line. The map and the pictures that were taken while they were trying to locate the correct line would assist GWA with future water line connections. Mr. Santos also expressed concerns about tapping into asbestos piping, which is the raw line piping. When the Navy did projects, it was discovered that asbestos piping was used for both domestic water and waste. He added that tapping into asbestos piping is concerning in that the structure of the piping system is delicate and may break easily. In spite of the obstacles that GWA experienced, Mr. Santos was optimistic that the project will be ready by March 24, 2019. (He meant to say April 24, 2019).</p> <p>Mr. Santos stated that the GPD community group had shared their interest in commissioning brand new GPD vehicles at the ribbon cutting ceremony. Mr. Santos had agreed to combine the two events to show the community that activity has begun at the new precinct.</p> <p>He also added that he informed the contractor that they are to start moving in furniture by next Friday despite GPD having yet to submit their IFB for Communication and Data. Chairman Borja stated that the process</p>	

Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	037/18 continuation	<p>is not a four week long process, so having Communication and Data connection would most likely not be completed on the day of the ribbon cutting. Mr. Santos informed the Chairman that even though the process has been delayed with the technology group, it has given the contractor more time to work on the occupancy permit. Director Topasna also reminded the Board that the pictures included in the board packet were taken a month before the meeting. Chairman Borja questioned whether tiling, painting, or moving the furniture in would really be done on April 24th. He asked Mr. Santos, "When are they really going to be able to use this?" To which Mr. Santos replied, "GPD's technology department cannot do anything there until Communications and Data have been installed, which would take another month or two."</p> <p>Chairman Borja expressed his disappointment saying that the community had waited for a year and a half for this project's completion. Mr. Santos mentioned that Mr. Lujan and Jerry Calvo became actively involved after learning of the communications and data installation delay. Chairman Borja offered to assist in the technology installation to help in pushing forward to the project's completion. Mr. Santos stated that the occupancy permit may be obtained before the installation of the Communications and Data. Chairman Borja declared the delay of the entire project as quite unfortunate. He expressed that although the precinct building will have reached completion, the delay in communication and data installation will mean business would be stalled for weeks.</p>	

Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	037/18 continuation	<p>Mr. Santos reassured the Chairman that before GHURA releases the building to GPD, that he will make certain that every punch list item on the list is addressed. This included the IT section. Mr. Santos wants to be certain that the contractor is held accountable for all the items agreed to and any damages done. The balanced owed to the contractor is \$600,000 which includes the 10% retention. Chairman reminded everyone that the building needs to be fully functional before occupancy and thanked Mr. Santos for staying on top of this project.</p> <p>Lastly, Chairman Borja reiterated that the biggest obstacle is tiling and then everything else should be completed accordingly, but wanted to know if the contractors were working on the flush median on Route 4. Mr. Santos responded that the completion of the flush median will not be finished. He added that an encroachment permit is needed to be obtained to complete shoulder work and entering and exiting flush medians. Chairman Borja reminded Mr. Santos that all jobs should be completed before releasing the last payment. Director Topasna also reassured the Board that he will approach the governor's office for assistance in talking to the Office of technology about speeding up the installation process.</p> <p>Chairman Borja once again thanked Mr. Santos for staying on top of this project.</p>	

Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	037/19	<p>Status of Transition for the Mosquito Lab</p> <p>Mr. Albert Santos stated that he, Director Topasna, and Legal Counsel Anthony Perez all met with the Director of Public Health to discuss the transition process. Public Health will meet with the AG's office to discuss the details of taking over the project with the assistance of our Legal Counsel walking them through the process. Mr. Santos also mentioned that he is trying to get with Surety Company to also assist in working out a transition plan and transferring the name from GHURA to Public Health. He also indicated that Surety Company had been working on the diffusers and other hiccups in the project, but that Public Health will be the ones to address current issues with them (Surety Company).</p> <p>Director Topasna added that he had suggested to the Director of Public Health officials that now is the time to get the AG's office involved, specifically appointing the Assistant AG to the project because there may be potential issues that go beyond the civil side. Chairman Borja questioned Mr. Santos about the time frame of the entire transition. Attorney Perez indicated that there was a process in place at the front office to get the Assistant AG assigned, but there had been no response regarding whether new counsel had been assigned. Attorney Perez also said that at their last meeting, Director Topasna and Mr. Santos had expressed that GHURA was finished with the project and would only assist in the transition process. He mentioned</p>	Albert Santos

Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	037/19 continuation	that Tom Nadaeu from Public Health, knows about the transition better than anyone. Chairman Borja reminded everyone to keep track of all GHURA's accomplishments, including the final transition of the Mosquito Lab Project.	
	022/19	<p>On-going FOIA request</p> <p>Deputy Director Liz Napoli indicated that a hearing was rescheduled to April 16th due to Conflict Counsel Attorney Cynthia Ecube not receiving responses from all attorneys regarding her motion to appeal the decision made in December. April 16th was the closest hearing date when all attorneys would be able to attend. Legal Counsel Anthony Perez replied that there is an opposition date, a reply date, which is 7 of 21 days, and an argument date which would be 2 weeks to a month; after that argument then you have 90 days to issue a decision.</p> <p>Deputy Director Napoli and Attorney Ecube advised the judge that a bidding process would have to be completed when seeking Legal Counsel Services after an attorney's contract has expired. Chairman Borja remarked that he was pleased that the court is aware of GHURA adhering to transparency and procurement rules.</p> <p>Attorney Perez also reminded the Board that both Attorney/Client contracts expire in July. Chairman Borja thanked Deputy Director Napoli for staying on top of this as it has proven to be quite challenging.</p>	Elizabeth Napoli

Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	046/19	<p data-bbox="690 304 1218 451">HUD Letter dtd February 11, 2019, Re: Audited Financial Statement for Fiscal Year ending September 30, 2017</p> <p data-bbox="690 489 1218 808">Director Topasna reminded the Board that HUD had requested a Corrective Action Plan in response to the Audited Financial Statement for Fiscal Year ending September 30, 2017. He informed the Board that one was prepared and sent to HUD on March 11, 2019. HUD sent an acknowledgment of receipt; no other response was sent.</p> <p data-bbox="690 846 1218 1344">Chairman Borja asked if everything in the Corrective Action Plan is Standard Operating Procedures. Deputy Director Napoli replied that a meeting with Mr. Karvin Flynn will be scheduled to discuss whether a current audit is yielding any repeat findings. Deputy Director Napoli also wanted to confirm with Mr. Flynn that past audit findings that have been corrected have been resolved and are now closed. Chairman Borja replied that if the process isn't updated, then repeated audit findings will continue to happen.</p> <p data-bbox="690 1381 1218 1837">Ms. Lucele Leon Guerrero said that Mr. Flynn will be conducting internal audits at the Public Housing Offices on Financial Statements for 2018. She added that she has informed the Property Site managers (PSMs) to prepare 2018's findings to see if Mr. Flynn can close them. She also said that managers were going to discuss current findings, if any, with Mr. Flynn during his visit at each site. Chairman Borja stated that the internal audits, findings, corrective actions should all be reported</p>	Ray Topasna

Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	046/19 continuation	<p>by Mr. Flynn on the SOP.</p> <p>Commissioner Dominguez inquired on the timeline of the internal audit process. Mrs. Lucele Leon Guerrero replied that Section 8's audit would take about 2 to 3 weeks because of the number of files Mr. Flynn has to review. The AMPS will vary between 4 days to a week. Mr. Flynn will stay in touch with Mrs. Leon Guerrero regarding the completion of each PH audit. Chairman Borja requested that whatever findings Mr. Flynn reports, that the Board be forwarded a consolidated report copy to review. Chairman Borja also inquired how Central Office is involved in the process. Mrs. Leon Guerrero replied that CO gives her preparation time to retrieve files and to schedule a separate room for Mr. Flynn to review and write a report. Director Topasna added that he and Deputy Director Napoli have been meeting with the managers to stay on top of previous audit findings.</p> <p>Chairman Borja thanked everyone and moved back to action item #3. He inquired about the RFP timeline for new legal counsel services. Mrs. Leon Guerrero reminded the Board that 3 months before legal counsel's expiration date, an RFP may be released. Chairman Borja expressed that it would be a good idea to get started on this process to show the judge that GHURA is taking the initiative to move forward with this.</p>	

Minute No.	Ref. No.	NEW BUSINESS	Action By:
054/19		<p data-bbox="688 308 1218 415">Intent of Award, GHURA-01-16-2019-AMPs, Renovation of Seven Public Housing Units at Various AMPs</p> <p data-bbox="688 457 1218 915">Mr. Albert Santos reported that bids were advertised as 2 bid items, a total of seven units are to be renovated. Bid 1 included 3 units in AMP 4. Bid 2 included 4 units in AMP 3. He added that to renovate these units, HUD would normally give a 5 to 6-month turnaround time for units. Another challenge faced by contractors is the limited number of workers at the work site. For these reasons, Mr. Santos decided to break the project into 2. Only 7 bidders submitted bid packets.</p> <p data-bbox="688 957 1218 1381">Mr. Santos met with the lowest bidder, Ammanabat Corp., after determining that their bid was acceptable. They met to discuss renovation specifications. He reminded the contractor that the government had specific requirements. In addition to upgrading the electrical system, the contract would include encapsulating existing asbestos in the mastic in 2 units. Ammanabat Corp. could not agree to the contract requirements.</p> <p data-bbox="688 1423 1218 1562">Another bid packet was then reviewed, Asia Pacific. They were able to include the encapsulation into the scope of work.</p> <p data-bbox="688 1604 1218 1843">For Bid 2, which included standard renovations, Ammanabat Corp., was determined to be within the government estimate and deemed acceptable. Mr. Santos requested that the Board approve Base Bid item 1 for \$ 83,126 to Asia Pacific and Base Bid item</p>	Albert Santos

Minute No.	Ref. No.	NEW BUSINESS	Action By:
058/19		<p>Contract Amendment, IFB#GHURA-413-2018-CPD, Demolition of four housing structures in Dededo</p> <p>Mr. Albert Santos expressed his concerns about hazardous materials in the structures. He requested that testing be done before the demolition, which caused many delays in the demolition project. However, samples were taken.</p> <p>Results returned 3 weeks later and discussed with IHP. Results: Structure Results-Lead present in structures. Disposal of lead materials needs to be done by certified professionals. Soil results-low levels of lead present. Levels did not appear to be extremely toxic. Contaminated soil will be buried and compacted.</p> <p>The most concerning of these were the tiles. The tiles in the structures had levels of asbestos. The Contractor that is accepting asbestos contaminated items is charging \$20, 595, which includes charges for overhead and GRT fees. Chairman Borja stated that the cost was reasonable compared to what the other company charged and that this issue needs to be resolved as soon as possible.</p> <p>Mr. Santos mentioned that immediately after demolition, an RFP for Transitional Housing- (6 units of transitional housing on a portion of the lot and a public facility on the other portion, specifically, Island Girl Power), would be released.</p>	Albert Santos

Minute No.	Ref. No.	NEW BUSINESS	Action By:
059/19		Commissioner Dominguez moved to approve the expenditure of \$20,595.31 for the removal of asbestos. Resident Commissioner Leon Guerrero seconded the motion. Votes to approve were unanimous.	
060/19		<p>Resolution No. FY2019-012, Resolution approving above-step recruitment for the Accountant III position</p> <p>Director Topasna stated that 5 applicants were interviewed for this position. The committee recommended one person. However, the applicant did not agree with the starting pay amount. Director Topasna is requesting above step recruitment of \$53,047 or \$25.50/hour.</p> <p>To support Director Topasna's petition, Mrs. Kimberly Bersamin said that the position is a critical position; a vacancy that her staff has actively been trying to fill. She stated that Mrs. Lucele Leon Guerrero recommended Mr. Jarred Andrada for the Accountant III position. Chairman Borja reminded Ms. Bersamin that for any above step request funding must first be made available and approval from the board be granted.</p> <p>Legal Counsel Anthony Perez added that hiring Mr. Andrada, who is a Certified Public Accountant at \$53,047, is a deal for GHURA. Mrs. Bersamin reiterated how qualified Mr. Andrada is.</p>	Kimberly Bersamin

Minute No.	Ref. No.	NEW BUSINESS	Action By:
061/19		Resident Commissioner Leon Guerrero moved to approve the Resolution to hire Mr. Jared Andrada at the Above-step recruitment for the Accountant III position. Commissioner Pereda seconded the motion. Votes to approve were unanimous.	
Minute No.	Ref. No.	NEW BUSINESS	Action By:
062/19		<p>Resolution No. FY2019-012, Resolution approving the significant amendment to the PHA 5-year and Annual Plan (2104-2019) and to the Capital Fund Program Five-year Plan (2018-2022)</p> <p>Ms. Katherine Taitano explained that there were 2 documents to review. They both need amendments. The first amendment to the existing PHA 5-year Annual Plan. The second is the Capital Fund Program 5-year Plan. There are three issues that need to be addressed:</p> <ol style="list-style-type: none"> 1. Lead testing and lead abatement 2. AMP 4 (Toto) to relocate into a slightly larger building that was formerly run by DYA-Former AMP4 building, after renovation, will be used as a community meeting place. It will be used by all AMPS. 3. Creating an Opportunity for GHURA to have access to back side (unused) of Agat Public Housing. <p>Ms. Taitano added that this is the initial steps to take before moving forward with PH land and presenting to HUD and all stakeholders. Ms. Taitano reassured Chairman Borja that in writing the plan,</p>	

Minute No.	Ref. No.	NEW BUSINESS	Action By:
064/19		<p data-bbox="699 329 1229 432">Request for Tenant Accounts Receivables, Write-Offs through December 31, 2018</p> <p data-bbox="699 474 1229 648">Chairman Borja congratulated the management and staff for their efficiency and effectiveness at bringing down the write-off amounts and putting the money to better use.</p> <p data-bbox="699 690 1229 1150">Mrs. Lucele Leon Guerrero stated that at a September meeting, she presented a July 31, 2018 Write-off report in the amount of \$27,746. In the report, she explained a breakdown of highest to lowest write-offs by percentages at each AMP and reasons for terminations. In the past, there had been 11 reasons for terminations, but this time there were only 2 reasons. One reason was that there was no response by the tenant. The second reason was that the tenant was noncompliant.</p> <p data-bbox="699 1192 1229 1619">Chairman Borja questioned what happened when tenants pass on, in terms of their security deposit. He questioned what GHURA did with a tenant's debt upon their death. He suggested that requirements change with regard to raising security deposit amounts. Commissioner Dominguez questioned what the procedure was for determining the amount each tenant pays for security deposit. No one gave a definitive answer.</p> <p data-bbox="699 1661 1229 1866">Chairman Borja wanted to point out there needed to be a balance between having tenants be able to afford the security deposits and for GHURA not to lose revenue when tenants move out or pass on. As it stands, GHURA is not</p>	

Minute No.	Ref. No.	NEW BUSINESS	Action By:
064/19 continuation		losing as much as it did in the past, but GHURA is still losing money. He suggested that Director Topasna and Deputy Director Napoli continue to stay on top of this issue. He thanked everyone for their hard work.	
065/19		Motion was made by Commissioner Dominguez to approve the Write-Offs through December 31, 2018, in the amount of \$15, 245.48 for AMPS 1,2,3,4, and GT. The motion was seconded by Commissioner Pereda. Votes to approve were unanimous.	
Minute No.	Ref. No.	General Discussion / Announcements	Action By:
066/19		Next Proposed Scheduled Meetings: Friday, April 12, 2019 and Tuesday, April 30, 2019	

067/19 ADJOURNMENT

There being no further business before the Board, a motion was made by **Commissioner Dominguez**, Seconded by **Resident Commissioner Leon Guerrero**, and unanimously agreed upon, to adjourn the meeting. The meeting was adjourned at **1:50 p.m.**

(SEAL)



RAY S. TOPASNA
Board Secretary/Executive Director

CENTRAL PRECINCT March 6, 2019





Sinajana Central Police Precinct Project Progress Schedule

Interior Work

Plastering (floor, wall & ceiling)	Finished
Drop Ceiling	4/6/19
Tile work	
Ceramic Tile (Rest Rooms & Locker Rooms)	3/31/19
Vinyl Tile (Office & Lounge)	4/6/19
Painting	4/14/19
Plumbing work	
Waterline	4/14/19
Toilet fixtures	4/14/19
Doors & Windows	Finished
Sprinkler & Fire Alarm Systems	On-going (Falcon)
A/C System & Duct work	On-going (MTGI)
Cable Tray	On-going (Rex)

Exterior Work

Painting	4/14/19
Roof Coating (on-going by sub)	3/31/19
Signs	On-going (Rex)
Civil work	
Sewer & Water Line Connections (on-going by Leonard's)	4/4/19
Chain Link Fence (on-going by FenceMasters)	4/13/19
Asphalt (Roadway & Parking Lot)	4/13/19
Water Tank Foundation	4/2/19
Flushed Median on Route 4	4/4/19
Grated Trench & 12" Drainage Line work	4/4/19
Flag Poles & Light Poles	4/4/19



U.S. Department of Housing and Urban Development

Honolulu Field Office
1132 Bishop Street, Suite 1400
Honolulu, Hawaii 96813
<http://www.hud.gov>

March 18, 2019

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



Dear Mr. Topasna:

SUBJECT: Audited Financial Statement for Fiscal Year Ending September 30, 2017

We are in receipt of your letter dated March 7, 2019, received in my office by email, responding to the findings identified in the Guam Housing and Urban Renewal Authority's (GHURA) Audited Financial Statement for fiscal year ending September 30, 2017. A summary of the Corrective Action Plans to address the audit findings by the Fiscal Division, Section 8 Housing Choice Voucher Program and the Low-Income Public Housing Program, was received and reviewed.

We acknowledge the responses on the Corrective Action Plans planned to be taken or taken, respectively, by the Fiscal Division and the program areas to ensure compliance with the Department of HUD's Federal requirements.

You may contact Darlene Kaholokula by email at darlene.l.kaholokula@hud.gov or at (808) 457-4670, if there are any questions.

Sincerely,

Jesse Wu
Director
Office of Public Housing



U.S. Department of Housing and Urban Development

Honolulu Field Office
1132 Bishop Street, Suite 1400
Honolulu, Hawaii 96813
<http://www.hud.gov>

February 11, 2019

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



Dear Mr. Topasna:

SUBJECT: Audited Financial Statement for Fiscal Year Ending September 30, 2017

This letter is regarding the Guam Housing and Urban Renewal Authority's Audited Financial Statement for fiscal year ending September 30, 2017, received in my office on January 28, 2019. Summarized below are the audit findings issued for the Fiscal Division, Low Income Public Housing (LIPH) Program and the Section 8 Housing Choice Voucher (HCV) Program:

Audit Finding
2017 -

Description

Fiscal Division

- 01 The reconciliation of program expenditures and documents to complete the fiscal close-out of Capital Fund Program (CFP) Grants GQ08P00150111, GQ08P00150112 and GQ08P00150113 is outstanding.

LIPH Program

- 06 Required documents to confirm marital status; legal guardianship; disability status; third-party verification of public assistance; and, certification of zero-income was either missing from the tenant files or the form was incomplete.
- 07 Annual recertifications was not processed timely.
- 08
1. Required Declaration of Section 214 form to confirm U.S. citizenship or eligible immigration status was either incomplete, or the form was not completed for all household members .
 2. The INS SAVE Primary Verification Number was not recorded nor dated.

Ray Topasna
Executive Director
February 11, 2019

LIPH Program

- 09 Annual Inspections.
 - 1. Inspection reports conducted prior to lease renewal were not in the tenant files.
 - 2. There was no follow-up re-inspection report completed to confirm that the deficiencies found prior to lease renewal were corrected.
- 10 No verification in file that names of household members were checked against the National Sexual Registry.
- 11 Incorrect Flat Rent amount was used.
- 12 Community Service Requirement.
 - 1. Eligible household members did not perform the required community service hours.
 - 2. The Community Service Exemption Certification or Community Service Compliance form was not completed.
 - 3. Tenant files were missing verification that community service was performed.

S8 HCV Program

-
- 13 Tenant file missing documentation to confirm non-filing of tax return.
 - 14 Documentation from a prior year's wages and public assistance income was used to determine the total tenant payment. This resulted in the incorrect determination of tenant rent and overpayment of utility reimbursement.
 - 15 Incorrect voucher size was issued that caused over-crowding for the household. Voucher size issued was for a 2 bedroom to house a family of 8 members.
 - 16 Annual Inspection Report was not signed by the landlord, the tenant or the Housing Inspector.

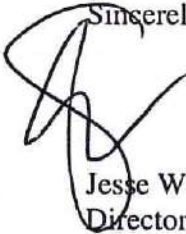
We note that audit findings 2017-08, 2017-09, 2017-11, 2017-12 for the LIPH Program and 2017-13 and 2017-16 for the Section HCV Program are repeat findings from the audit conducted for fiscal year ending 09/30/2016.

Ray Topasna
Executive Director
February 11, 2019

Within 30 days from the date of this letter, we request that management provide a response to address the findings and corrective actions taken or planned that will correct the material weakness and deficiencies identified in the audit. We urge the GHURA to provide technical assistance to staff and to strengthen its quality control to ensure a reduction in audit findings.

If you have any questions, you may contact Darlene Kaholokula by email at darlene.l.kaholokula@hud.gov or at (808) 457-4670.

Sincerely,

A handwritten signature in black ink, appearing to be 'Jesse Wu', written over the printed name.

Jesse Wu
Director
Office of Public Housing



GHURA

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



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Thomas E. B. Borja
Chairman (Acting)

Carl V. Dominguez
Commissioner

George F. Poreda
Commissioner

Eliza U. Paulino
Commissioner

Joseph M. Leon Guerrero
Resident Commissioner

Ray S. Topasna
Executive Director

Elizabeth F. Napoll
Deputy Director

March 7, 2019

Mr. Jesse Wu
Director
Office of Public Housing
U.S. Department of Housing and Urban Development
Honolulu Field Office
1132 Bishop Street, Suite 1400
Honolulu, Hawaii 96813


Dear Mr. Wu:

We are responding to your letter dated February 11, 2019, regarding the Audited Financial Statements of the Guam Housing and Urban Renewal Authority for the fiscal year ended September 30, 2017.

Attached please find the Corrective Action Plan with the follow-up responses.

Thank you for your patience and understanding. Should you have any questions, please let me know.

Best regards,


RAY S. TOPASNA
Executive Director

Attachments

CORRECTIVE ACTION PLAN: FY2017 AUDIT
GUAM HOUSING AND URBAN RENEWAL AUTHORITY
FY17 AUDIT TRACKING REPORT – FISCAL DIVISION

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

REF NO.	Findings	Corrective Action Stated	Responsible Party																									
2017 – 01	<p>The grant number and amount of grant funds approved, disbursed and expended were agreed to the AMCC and records in the Line of Credit Control System (LOCCS). We compared the close out cost certificate dollar values recorded in the general ledger against the total costs applied to the grant specified in the cost certificate for CFP grants subject to closeout and noted differences aggregating \$48,669.56 as follows:</p> <table><tr><th colspan="4">CFP Grant</th><th>Total</th></tr><tr><th></th><th>GQ08P001501 11</th><th>GQ08P001501 12</th><th>GQ08P001501 13</th><th></th></tr><tr><td>Total Expenditures Per G/L</td><td>\$ 1,317,717.00</td><td>\$ 1,220,950.18</td><td>\$ 1,091,915.38</td><td>\$ 3,630,582.56</td></tr><tr><td>Total Expenditures Per AM/CC</td><td>1,317,717.00</td><td>1,174,617.00</td><td>1,089,579.00</td><td>\$ 3,581,913.00</td></tr><tr><td>Difference</td><td>\$ -</td><td>\$ 46,333.18</td><td>\$ 2,336.38</td><td>\$ 48,669.56</td></tr></table>	CFP Grant				Total		GQ08P001501 11	GQ08P001501 12	GQ08P001501 13		Total Expenditures Per G/L	\$ 1,317,717.00	\$ 1,220,950.18	\$ 1,091,915.38	\$ 3,630,582.56	Total Expenditures Per AM/CC	1,317,717.00	1,174,617.00	1,089,579.00	\$ 3,581,913.00	Difference	\$ -	\$ 46,333.18	\$ 2,336.38	\$ 48,669.56	<p>The reconciliation process should be a regular, periodic procedure. Revisions to the existing internal control policies and staff work planning and performance evaluations will be made to emphasize the critical nature of the process. The Fiscal Division will ensure all future grant closeouts are properly reconciled with the Research Planning and Evaluation Division in a timely manner.</p> <p>Follow-up: This finding is on-going. The reconciliation for these grant expenditures has not been done by a Fiscal Division staff. Unfortunately, there is a shortage of staff in the Fiscal Division.</p>	Controller
CFP Grant				Total																								
	GQ08P001501 11	GQ08P001501 12	GQ08P001501 13																									
Total Expenditures Per G/L	\$ 1,317,717.00	\$ 1,220,950.18	\$ 1,091,915.38	\$ 3,630,582.56																								
Total Expenditures Per AM/CC	1,317,717.00	1,174,617.00	1,089,579.00	\$ 3,581,913.00																								
Difference	\$ -	\$ 46,333.18	\$ 2,336.38	\$ 48,669.56																								

CORRECTIVE ACTION PLAN: FY2017 AUDIT
GUAM HOUSING AND URBAN RENEWAL AUTHORITY
FY17 AUDIT TRACKING REPORT – PUBLIC HOUSING

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

REF NO.	Findings	Corrective Action Stated	Responsible Party
2017 – 06	<p>For 9 or 15% of the sixty (60) tenant files tested, we noted that the tenant folders either lacked documentation as follows:</p> <ol style="list-style-type: none"> Unit #11AVDP: No marriage certificate or affidavit of common-law status documentation on-file. Unit #4BVDP: No marriage certificate or affidavit of common-law status. Unit #9MJLG: No marriage certificate or affidavit of common-law status. Unit #1AVDP: No marriage certificate or affidavit of common-law status. Unit #26ADAM: Dependent reported as disabled on form HUD-50058 during the 7/6/17 initial certification but there was no supporting documentation file. It was subsequently corrected on 2/1/18 during the audit. No impact on Tent Rent, Utility Reimbursement or Total Tenant Payment. Unit #3BDAM: Affidavit of Common Law was not signed and dated nor duly witnessed by representative. Unit #18BDAM: No certification of Zero Income, tax return or non-tax filer and certification of Public Assistance. Unit #2BDAM: Birth certificate of dependent child does not show mother name and there was no legal guardianship documentation on-file to claim the 	<p>Families were contacted to update their information. All Housing Specialists and Interviewer Clerks will ensure that all required documents are submitted, signed and completed in its entirety; and information will be properly recorded on the Form HUD-50058, <i>Family Report</i>. The Property Site Manager (PSM) will ensure that all internal control monitoring procedures are adhered to. The PSM will enforce its existing internal quality control policies and procedures to ensure that all tenants are recertified in a timely manner.</p> <p>AMP1</p> <ol style="list-style-type: none"> Unit #11AVDP COMPLETED. Common law affidavit placed in the file & signed on 6/29/18. Unit #4BVDP COMPLETED. Common law affidavit placed in the file & signed on 6/22/18. Unit #9MJLG COMPLETED. Common law affidavit placed in the file & signed on 6/15/18. Unit #1AVDP COMPLETED. Marriage license was provided to GHURA & placed in the file on 7/16/18. <p>AMP 4</p> <ol style="list-style-type: none"> Unit #26ADAM CORRECTED. Tenant is not a person with disability. Form HUD-50058 was corrected. Unit #3BDAM CORRECTED. The Housing Specialist has contacted the resident to complete 	Property Site Manager

CORRECTIVE ACTION PLAN: FY2017 AUDIT

	<p>dependent on form HUD-50059.</p> <p>9. Unit #2BDAM: No certification of Public Assistance reported on form HUD-50058.</p>	<p>the required form.</p> <p>7. Unit #18BDAM CORRECTED. The forms, Zero-Income and No-File Tax, were completed by the resident on 05/25/17.</p> <p>8. Unit #2BDAM NO CORRECTIONS TO BE MADE. The mother's name was listed on all the children's birth certificates. No legal documentation is required. Public Housing uses form HUD-50058.</p> <p>9. Unit #2BDAM CORRECTED. The certification of Public Assistance has been reported on form HUD-50058.</p>
--	--	---

CORRECTIVE ACTION PLAN: FY2017 AUDIT

REF NO.	Findings	Corrective Action Stated	Responsible Party
2017 - 07	<p>For two (2) or 3% of sixty (60) tenant files tested, the following tenants were not recertified in a timely manner:</p> <ol style="list-style-type: none"> Unit #91MAO: Tenant annual recertification date was effective 3/1/17 and the actual recertification date was 7/14/17. Unit #A25: Tenant annual recertification date was effective 7/1/17 and the actual recertification date was 8/16/17. 	<p>AMP3</p> <ol style="list-style-type: none"> Unit #91MAO NOTED. Tenant recertification will be conducted in a timely manner in the future. Unit #A25 NOTED. Tenant recertification will be conducted in a timely manner in the future. 	Property Site Manager

CORRECTIVE ACTION PLAN: FY2017 AUDIT

REF NO.	Findings	Corrective Action Stated	Responsible Party
2017 - 08	<p>For 7 or 12% of the sixty (60) files tested, we noted deficiencies in the completion of the Declaration of Section 214 Status for the following:</p> <ol style="list-style-type: none"> 1. Unit #21JEV: Not properly completed. Tenant signed and dated the form and citizenship status not indicated. 2. Unit #116PUL: Not properly completed. Tenant signed and dated the form and citizenship status not indicated. 3. Unit #11ADUE: Not properly completed by PSM and the INS/SAVE Primary Verification Number and date was not recorded. 4. Unit #18APAQ: Not completed but signed by tenant. 5. Unit #15ARDC8: Not properly completed and did not include all household members. 6. Unit #16ARDC8: Not properly completed, signed or dated and did not include all household members. 7. Unit #3BDUE: Not properly completed and did not include all household members. 	<p>Corrections were made on file. Housing Specialists (HS) and Interviewer Clerks (IC) will ensure that all required documents are complete. PSM will ensure that internal Controls are adhered to. A new form and process has been introduced into the AMPs to have control over their schedules and when to begin and end their annual recertification for each tenant.</p> <p>AMP2</p> <ol style="list-style-type: none"> 1. Unit #21JEV COMPLETED. Tenant signed Declaration of Section 214 on June 14, 2018. 2. Unit #116PUL COMPLETED. Tenant signed Declaration of Section 214 on June 14, 2018. <p>AMP4</p> <ol style="list-style-type: none"> 3. Unit #11ADUE COMPLETED. PSM completed review and noted items to be corrected by Housing Specialist and Interviewer Clerk. 4. Unit #18APAQ COMPLETED. There were some forms that were not signed by previous Housing Specialist but had the tenant sign documents in order to process annual certification. PSM completed review and noted items to be corrected by Housing Specialist and Interviewer Clerk. All documents were filed in their respective flaps by both HS and IC. 5. Unit #15ARDC8 COMPLETED. PSM completed review and noted items to be corrected by Housing Specialist and Interviewer Clerk. All documents were completed and filed in their respective flaps by both HS and IC. 6. Unit #16ARDC8 COMPLETED. PSM completed review and noted items to be corrected by Housing Specialist and Interviewer Clerk. All documents were completed and 	Property Site Manager

CORRECTIVE ACTION PLAN: FY2017 AUDIT

		<p>filed in their respective flaps by both HS and IC.</p> <p>7. Unit #3BDUE COMPLETED. PSM completed review and noted items to be corrected by Housing Specialist and Interviewer Clerk. All documents were completed and filed in their respective flaps by both HS and IC.</p>	
--	--	---	--

CORRECTIVE ACTION PLAN: FY2017 AUDIT

REF NO.	Findings	Corrective Action Stated	Responsible Party
2017 – 09	<p>For six (6) or 10% of the sixty (60) tenant files tested, there was either no inspection report on file prior to lease renewal or inspection report indicated a failed inspection and there were no work orders or re-inspections to evidence that the deficiencies were corrected in a timely manner for the following units:</p> <ol style="list-style-type: none"> 1. Unit #3BDAM: An inspection report dated 6/7/16 was used for the 2017 certification. There was no documentation file to indicate that the unit was inspected during 2017 recertification. 2. Unit #26APAQ: An inspection report dated 6/7/16 was used for the 2017 certification. There was no documentation file to indicate that the unit was inspected during 2017 recertification. 3. Unit #21AKIN: Inspection report was not signed and dated by tenant and Housing Inspector during recertification. 4. Unit #28MAO: Unit failed inspection on 6/14/17 and there was evidence on-file of a subsequent passed inspection to correct deficiencies. 5. Unit #18APAQ: A Home Visit Inspection Report was on-file but not completed and there was no documentation in the tenant file to evidence that the unit was inspected during the 2017 annual recertification. 6. Unit #2BDAM: Unit was inspected 6/7/17 and identified an inoperable bedroom smoke detector; however, there was no documentation on-file to evidence that it was repaired. 	<p>Deficiencies were corrected to ensure compliance with the Admissions and Continued Occupancy Policy and federal regulations. The PSM will conduct a 100% quality control review on all tenant files. Housing Specialists and Interviewer Clerks will ensure that all submitted forms are signed and completed in its entirety. PSM will ensure that internal controls are adhered to. A new form and process has been introduced into the AMPs to have control over their schedules and when to begin and end their annual recertification for each tenant.</p> <p>AMP1</p> <ol style="list-style-type: none"> 3. Unit #21AKIN This should not have been a finding. There is no such unit under AMP1. <p>AMP3</p> <ol style="list-style-type: none"> 4. Unit #28MAO This should not have been a finding. The evidence was in file. <p>AMP4</p> <ol style="list-style-type: none"> 1. Unit #3BDAM NOTED. Previous Housing Specialist had conducted the inspection earlier than the 120 days for recertification process. An Inspection will be conducted during all future recertification and a report will be in file, accordingly. 2. Unit #26APAQ (Eff date: 11/2016, AR start 6/2016) Previous Housing Specialist had conducted the inspection within the 120 days prior to recertification process. AR process started in June 2016. Tenant's effective date for contract period would be November 2016. Housekeeping inspection would have to be conducted prior to contract signing scheduled by October 1, 2016. 5. Unit #18APAQ A housekeeping inspection was scheduled but not conducted or completed by the previous Housing Specialist. Noted for future recertification. 	Property Site Manager

CORRECTIVE ACTION PLAN: FY2017 AUDIT

		<p>6. Unit #2BDAM This should not have been a finding. Inspection was conducted on 6/7/17 and tenant was issued a citation for removing the battery from the smoke detector with a deadline to install the battery by 6/8/17. Housing Specialist re-inspected the unit on 6/8/17 and noted the citation as complete since the tenant replaced the battery.</p> <p>Data Control Clerk did not receive inspection report since it was the responsibility of the tenant to install the battery that she had removed from the smoke detector. Housing Specialists were informed to submit housekeeping inspection reports to the Data Control Clerk should they cite any deficiencies that requires maintenance repairs.</p>	
--	--	---	--

REF NO.	Findings	Corrective Action Stated	Responsible Party
2017 – 10	<p>For 2 or 3% of the 60 tenant files tested, we noted the following:</p> <ol style="list-style-type: none"> 1. Unit #4AVDP: No verification of household members against National Sexual Registry. 2. Unit #2AKIN: No verification of household members against National Sexual Registry. 	<p>The Housing Specialist subsequently completed the National Sexual Registry background check and obtained clearance of all adult household members in the units noted. The PSM will closely monitor all background checks for all adult family members.</p> <p>AMP1</p> <ol style="list-style-type: none"> 1. Unit #4AVDP COMPLETED. The Registry clearance was completed on 6/14/18. 2. Unit ##2AKIN COMPLETED. The Registry clearance was completed on 7/23/18. 	Property Site Manager

CORRECTIVE ACTION PLAN: FY2017 AUDIT

REF NO.	Findings	Corrective Action Stated	Responsible Party
2017 - 11	<p>The Authority maintains and used Flat Rent Schedule which discloses by bedroom size the FMR; 80% of flat rent; utility allowance; and the flat rent net of the utility allowance. For two (2) or 3% of the sixty (60) tenant files tested, we noted the following:</p> <ol style="list-style-type: none"> 1. Unit #3BDUE: Incorrect flat rate was for a 3-bdrm unit. The Housing Specialist used the old rate of \$871 instead of \$911. There was no impact on the TTP or Tenant Rent. 2. Unit #48KAL: Incorrect flat rate was for a 3-bdrm unit. The Housing Specialist used the old rate of \$987 instead of \$871 for the annual recertification with effective date of 12/1/16. There was no impact on the TTP or Tenant Rent. 	<p>AMP4</p> <ol style="list-style-type: none"> 1. Unit #3BDUE CORRECTED. PSM completed review and noted items to be corrected by Housing Specialist and Interviewer Clerk. All documents were completed and filed in their respective flaps by both HS and IC. <p>AMP3</p> <ol style="list-style-type: none"> 2. Unit #48KAL This should not have been a finding. The correct flat rent of \$968 for a 3-bedroom unit was used for the Annual Recertification effective date 12/1/17, as stated on the HUD form 50058. 	Property Site Manager

CORRECTIVE ACTION PLAN: FY2017 AUDIT

REF NO.	Findings	Corrective Action Stated	Responsible Party
2017 - 12	<p>For nine (9) or 15% of the 60 tenant files tested, we noted that the following tenants did meet the community service compliance:</p> <ol style="list-style-type: none"> 1. Unit #21JAP: No evidence of hours worked. 2. Unit #113PUT: No hours worked for head of household and co-head, 3. Unit #48KAL: Eligible household members did not perform 96 community service hours 4. Unit #87MAO: Eligible household member did not perform 96 community service hours 5. Unit #28MAO: Eligible household members did not perform 96 community service hours 6. Unit #26ADAM: Eligible household member did not complete the Community Service Exemption Certification or Community Service Compliance form and there was no evidence that community service hours were performed. 7. Unit #3BDAM: Eligible head of household member did not complete the Community Service Exemption Certification or Community Service Compliance form and there was no evidence that community service hours were performed. 8. Unit #13ADAM: Eligible head of household member did not complete the Community Service Exemption Certification or Community Service Compliance form and there was no evidence that she performed 56.75 hours of community service hours written in the tenant's file. 9. Unit #3BDUE: Eligible head of household member did not complete the Community Service Exemption Certification or Community Service Compliance form and there was no evidence that she performed 40 hours 	<p>AMP2</p> <ol style="list-style-type: none"> 1. Unit #21JAP COMPLETED. The Housing Specialist located the log sheet which documents the hours of community service performed by the non-exempt household member. The information has been reviewed, completed, and placed in the file. 2. Unit #113PUT COMPLETED. A review of the noted findings shows the HOH and Co-head were inadvertently listed as both being Non-Exempt from Community Service program and the non-exemption form was signed, dated, and completed by the HOH and Co-head on January 30, 2017. Because the Non-Exempt certification was used, it appeared that the HOH and Co-head had no documented hours worked for the Community Service Program. <p>Hence, the HOH and Co-head met the requirements for exemption from the Community Service Program; therefore, a correction was made and the <u>Community Service Exemption</u> form has been completed and placed in the file.</p> <p>AMP3</p> <ol style="list-style-type: none"> 3. Unit #48KAL COMPLETED. The tenant signed a Community Service Work-Out Agreement to comply with CSSR requirements. 4. Unit #87MAO COMPLETED. The tenant signed a Community Service Work-Out Agreement to comply with CSSR requirements. 5. Unit #28MAO: COMPLETED. The tenant signed a Community Service Work-Out Agreement to comply with CSSR requirements. 	Property Site Manager

CORRECTIVE ACTION PLAN: FY2017 AUDIT

	of community service hours written in the tenant's file.	<p>AMP4</p> <p>6. Unit #26ADAM This should not have been a finding. Exemption form was completed since the tenant moved in July 2017. Community Service hours would begin August 2017 and timesheets would be submitted by next annual recertification process for 2018.</p> <p>7. Unit #3BDAM This should not have been a finding. Exemption certification was signed by resident. Former Housing Specialist cited the resident as exempted for being under the Food Stamp program. Therefore, no community service hours were required to be performed.</p> <p>8. Unit #13ADAM NOTED. Community Service hours were not completed for period Oct 2015-Sep 2016 and should have been placed on a Work-Out Agreement. The hours cited by IPA were for 2018 annual recertification process.</p> <p>9. Unit #3BDUE CORRECTED. PSM completed review and noted items to be corrected by Housing Specialist and Interviewer Clerk. All documents were completed and filed in their respective flaps by both HS and IC.</p>
--	--	---

CORRECTIVE ACTION PLAN: FY2017 AUDIT

ALL AMPS – CORRECTIVE ACTION IMPLEMENTED

PSM will exercise more diligence internally to ensure appropriate documentation is carried forward.

The PSM is required to adhere to the following process:

- a. Within 2 days after completion of AR/Interim certification process, Housing Specialist must submit completed tenant file to PSM.
- b. Within 5 working days, PSM will conduct quality control review for accuracy and completeness. Folder deficiencies will be documented and returned to Housing Specialist to correct.
- c. Within 3 working days, the Housing Specialist must correct the deficiencies and return to PSM.
- d. Within 2 working days, the PSM will conduct final review for accuracy and completeness.

The PSM will conduct a 100% quality control review on all tenant files. Deficiencies will be corrected to ensure compliance with the Admissions and Continued Occupancy Policy and federal regulations.

The Admissions and Continued Occupancy Policy (ACOP) and Maintenance Plan will be updated so that both policy and procedures will ensure consistency in the processes and number of days to complete all types of work requests. Implementation date by December 31, 2017.

Internal Control: Housekeeping Inspection

The housekeeping inspection report is filed in the tenant's folder, while the UPICS Inspection Report is filed in the unit folder. Should deficiencies be cited during a housekeeping inspection, a copy of the inspection is provided to the Data Control Clerk II (DCC) to generate a work order for any cited deficiencies. Upon completion of the work order, the DCC provides a copy of the completed work order to the Housing Specialist to place in tenant's folder addressing the Housekeeping Inspection report.

The BLM or designated Maintenance employee (via work order) must conduct the UPICS inspections annually to determine the condition of the unit. After the UPICS inspection is completed the BLM will assign a Maintenance Worker to address the deficiencies cited. Completed work orders will be attached to UPICS inspection report and placed in the Unit Folder.

Internal Control: Move-in Inspections are conducted by the Housing Specialists.

The Housing Specialist or designated staff will conduct the initial inspection prior to occupancy in order to determine the condition of the unit and the equipment. The move-in inspection report will be signed by the PHA staff and the resident. A copy of the inspection report will be issued to the resident and retained in the resident file. If there are any noted deficiencies, a copy of the inspection report will be provided to the DCC to generate a post-renovation work order for the maintenance staff to address. Upon completion of the work order the DCC must provide a copy to the Housing Specialist to file with the move-in inspection report.

CORRECTIVE ACTION PLAN: FY2017 AUDIT

GUAM HOUSING AND URBAN RENEWAL AUTHORITY

FY17 AUDIT TRACKING REPORT – SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

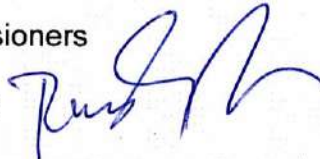
FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

REF NO.	Findings	Corrective Action Stated	Responsible Party
2017 – 13	For 1 or 2% of the sixty (60) tenant files tested, we noted that there was no documentation to evidence certification non-filing of tax return for Voucher #HCV0392.	COMPLETED. A certification of non-filing was subsequently obtained.	Section 8 Housing Administrator
2017 - 14	For one (1) or 2% of the sixty (60) tenant files tested, we noted that for the tenant income was not properly calculated for Voucher #6-03-04144-47957, the HAP Specialist used the prior year data instead of current wages and public assistance received. HAP Specialist used the tenant's \$14,952 and \$14,443 for general public assistance and wages, respectively, from 2016 instead of the tenant's 2017 general public assistance and wages totaling \$11,184 and \$18,910, respectively. The total tenant payment (TTP) should have been \$437, HAP to owner should have been \$1,398 and tenant rent to owner should have been \$103. There should not have been a utility reimbursement to the tenant totaling \$10 per month.	COMPLETED. An interim adjustment was processed on March 26, 2018 to correct the error using current data reflecting the new TTP of \$437 and tenant rent to owner is \$103 and a certification of non-filing was subsequently obtained.	Section 8 Housing Administrator
2017 – 15	For one (1) or 2% of the sixty (60) tenant files tested, the voucher issued for Voucher #6-03-01115-37945 was a 2-bedroom; however, the household composition was eight (8) family members which exceeded the maximum number of allowable family members.	COMPLETED. The family was moved to a four-bedroom unit, effective December 1, 2017. On-going monitoring will be emphasized to all Housing Specialists.	Section 8 Housing Administrator
2017 – 16	For one (1) or 2% of the sixty (60) tenant files tested, the Inspection Report was not signed by the landlord, tenant or Housing Inspector for Voucher #6-0354-45423.	COMPLETED. This was an oversight on the part of the inspector. The Inspector has acknowledged this oversight and procedure will be updated to ensure process is followed. On-going monitoring will be emphasized to all Building Inspectors.	Section 8 Housing Administrator

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

MEMORANDUM:

TO: Board of Commissioners

FROM: Executive Director 

SUBJECT: **Intent of Award, GHURA-01-16-2019-AMPs
Renovation of Seven Public Housing Units at Various AMPs**

Bid opening for the subject project was held on Feb. 20, 2019 at 2:00PM. There were a total of 8 contractors that purchase a set of bid specification of which 7 submitted a bid. Listed below are the results of the bids submitted, which were open and read out aloud.

Contractor	Base Bid #1	Base Bid #2
1. Canton Const.	\$224,805.00	\$299,741.00
2. WECCO	\$149,837.88	No Bid
3. Excel	\$95,980.00	No Bid
4. Am Manabat Corp	\$58,500.00	\$118,000.00
5. Yun Shing Guam Corp.	\$83,300.00	\$229,000.00
6. Asia Pacific Inc.	\$83,126.00	\$153,568.00
7. Genesis Tech Corp	No Bid	\$123,250.00

Government Estimate:	\$81,610.00	\$110,499.00
-----------------------------	--------------------	---------------------

Based on our staff's review of the bid results they requested to meet with bidder # 4 who submitted the lowest bid for Base Bid Item #1 & 2 to determine if their bids are responsive.

On Feb. 26, 2019 our staff did meet with bidder #4 Mr. Max Manabat General Manager of Am Manabat Corp. to review of their cost proposal for both material and labor their total cost was at 28% less than the government estimate on Base bid #1. In Our review we noted that his propose material didn't account for the new wiring and changeout of the main electrical panel box nor does his labor account for the effort as indicated in the scope for the up-grade, which he was quick to respond that they did over look for both units. Based on our review and discussion we determined that their bid for base bid #1 is non-responsive. as for base bid item # 2 we have determined that their bid is the lowest responsive responsible bidder.


After our determination that bidder #4 is non-responsive for base bid item #1 , our staff had reviewed bidder #6 bid and documents submitted and have determined and that Bidder #6 is the next lowest responsive responsible bidder for base bid item #1.

Based on our staff's review and determination, we are requesting that the Board approves a contract with; 1) Asia Pacific Inc for Base Bid Item 1 in the amount of \$83,126.00.00 for the reno of three units at AMP4 and 2) Am Manabat Corp for Base Bid Item 2 in the amount of \$118,000.00 for the reno of four units at AMP2 & 3. Funding are available under CAP Funds

Attachment: Bid Tabulation
Clearance
Gov cost estimate

At the Regular Board Meeting of March 28, 2019, a motion was made by Commissioner Dominguez and Seconded by Resident Commissioner Leon Guerrero to approve the award of contract to Asia Pacific Inc. for Base Bid 1 in the amount of \$83,126.00 for the Reno of three units at AMP4 and to AM Manabat Corp for Base Bid 2 in the amount of \$118,000.00 for the Reno of four units at AMP2 & 3. Funding are available under cap Funds. Without any further discussion and objection, the Motion was approved.

Michael Duenas Executive Director

ATTESTED BY:  Date: 2/20/19

alvin c. Date: 2/20/19

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-01-16-2019-AMPs
 Renovation of Seven Public Housing Units at Various AMPs

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	Asia-Pacific International Inc	Canton Construction Corp	Genesis-Tech Corporation	Ammanabat Corp	WECCO	Yun Sling Guam Corporation
	Hon Yun Sun	Si Qun Wong	Young Kim	Maximo Manabat Jr.	Mr. Cruz	Jun Rong Wang

Department of Labor:

ALPCD
 Fair Employment Practice
 Wage & Hour
 Workers Compensation

Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19
Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19
Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19
Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19

Guam Contractors License Board

Contractor to obtain clearance from Guam Contractors License Board		
--	--	--

U.S. Department of Labor

Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19
-----------------	-----------------	-----------------	-----------------	-----------------

Revenue & Tax EIVSSN

Contractor to report to Revenue and Tax Office		
--	--	--

OSHA

Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19
-----------------	-----------------	-----------------	-----------------	-----------------

SAM Debarred List

Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19	Cleared 2/25/19
-----------------	-----------------	-----------------	-----------------	-----------------

Company Name			
<i>Excel</i>			

Department of Labor:

Fair Employment Practice

Wage & Hour

Workers Compensation

Guam Contractors

License Board

U.S. Department

**Department
of Labor**

Revenue & Tax

EIN/SSN

OSHA

SAM Debarred List

COST ESTIMATE

8

2B Paquito, 23B Duenas	CONSTRUCTION CONTRACT NO.	SHEET 1 OF 1
3 Bedroom unit	IDENTIFICATION NO.	
PROJECT TITLE:reno-3bdrm,		12/12/2018

COST ESTIMATE

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

ITEM DESCRIPTION	NUMBER	UNIT	UNIT COST	TOTAL	RS means
Termite treament	1000	sf	\$0.45	\$ 450.00	page 41,0100
Painting	4800	sf	\$ 1.25	\$ 6,000.00	page 230,line 0800
exterior doors	4	ea	\$ 1,800.00	\$ 7,200.00	page 183,line 1000
interior doors	4	ea	\$ 500.00	\$ 2,000.00	page 183,line 1000
screen door (repair)	2	ea	\$ 55.00	\$ 110.00	estimated
Kitchen up-grade	1	ea	\$ 3,500.00	\$ 3,500.00	estimate,page 484
remove old tiles & dispose	1000	sf	\$ 0.61	\$ 610.00	page 30,900
install vinyl floor tiles	1000	sf	\$ 2.25	\$ 2,250.00	page 219,7500
Up-grade electrical panel box	1	LS	\$ 4,500.00	\$4,500.00	estimate
bathroom up-grade	1	ls	\$ 2,500.00	\$2,500.00	
lighting fixtures	9	ea	\$ 125.00	\$ 1,125.00	page 349, 6360
outlet/switch cover	20	ea	\$ 5.00	\$ 100.00	
smoke detector	5	ea	\$ 119.00	\$ 595.00	page 280,5200
replace light switch & outlets	20	ea	\$ 15.75	\$ 315.00	page 351,200
General cleaning-in & out	1	LS	\$ 550.00	\$ 550.00	
total				\$ 31,805.00	

2B Paquito & 23B Duanase	2	\$ 63,610.00
Unit 14 , GHURA 35 repiping	1	\$18,000
Total base bid #1		\$ 81,610.00

COST ESTIMATE

ACTIVITY AND LOCATION: 14 SME,97 Mao, 4 bedroom	CONSTRUCTION CONTRACT NO.	SHEET 1 OF 1
4 Bedroom units		
PROJECT TITLE:reno-4bdm	IDENTIFICATION NO.	
	ESTIMATED BY Albert H. Santos, FME Manager	DATE PREPARED 12/12/2018

ITEM DESCRIPTION	QUANTITY		ENGINEERING ESTIMATE		RS means
	NUMBER	UNIT	UNIT COST	TOTAL	
Termite treament	1200	sf	\$0.45	\$ 540.00	page 41,0100
Painting	4800	sf	\$ 1.25	\$ 6,000.00	page 230,line 0800
exterior doors	2	ea	\$ 1,800.00	\$ 3,600.00	page 183,line 1000
interior doors	6	ea	\$ 500.00	\$ 3,000.00	page 183,line 1000
screen door (repair)	2	ea	\$ 55.00	\$ 110.00	estimated
Kitchen up-grade	1	ea	\$ 3,500.00	\$ 3,500.00	estimate,page 484
remove old tiles & dispose	1200	sf	\$ 0.61	\$ 732.00	page 30,900
install vinyl floor tiles	1200	sf	\$ 2.25	\$ 2,700.00	page 219,7500
Up-grade electrical panel box	1	LS		\$ 4,000.00	estimate
lighting fixtures	4	ea		\$ 500.00	page 349, 6360
Change out medicine cabinet	2	ea	\$ 125.00	\$ 240.00	
New range hood	1	ea	\$ 120.00	\$ 220.00	
smoke detector	5	ea	\$ 220.00	\$ 595.00	page 280,5200
replace light switch & outlets	10	ea	\$ 119.00	\$ 157.50	page 351,200
exterior works	1	ls	\$ 900.00	\$ 900.00	
General cleaning-in & out	1	LS	\$ 15.75	\$ 650.00	
total			\$ 650.00	\$ 27,444.50	
14 sme & 97 Mao	2			\$ 54,889.00	
10 & 20 JAP total				\$ 55,610.00	
Total Base Bid #2				\$ 110,499.00	

COST ESTIMATE

10 & 20 JAP 3 Bedroom unit	CONSTRUCTION CONTRACT NO.	SHEET 1 OF 1
PROJECT TITLE:reno-3bdrm,	IDENTIFICATION NO.	12/12/2018

COST ESTIMATE


ACTIVITY AND LOCATION: Toto		CONSTRUCTION CONTRACT NO.		SHEET 1 OF 1	
ITEM DESCRIPTION	NUMBER	UNIT	UNIT COST	TOTAL	RS means
Termite treament	1000	sf	\$0.45	\$ 450.00	page 41,0100
Painting	4800	sf	\$ 1.25	\$ 6,000.00	page 230,line 0800
exterior doors	4	ea	\$ 1,800.00	\$ 7,200.00	page 183,line 1000
interior doors	4	ea	\$ 500.00	\$ 2,000.00	page 183,line 1000
screen door (repair)	2	ea	\$ 55.00	\$ 110.00	estimated
Kitchen up-grade	1	ea	\$ 2,500.00	\$ 2,500.00	estimate,page 484
remove old tiles & dispose	1000	sf	\$ 0.61	\$ 610.00	page 30,900
install vinyl floor tiles	1000	sf	\$ 2.25	\$ 2,250.00	page 219,7500
bathroom up-grade	1	ls	\$ 1,500.00	\$2,500.00	
New cement over lay	100	sf	\$ 15.00	\$1,500.00	
lighting fixtures	9	ea	\$ 125.00	\$ 1,125.00	page 349, 6360
outlet/switch cover	20	ea	\$ 5.00	\$ 100.00	
smoke detector	5	ea	\$ 119.00	\$ 595.00	page 280,5200
replace light switch & outlets	20	ea	\$ 15.75	\$ 315.00	page 351,200
General cleaning-in & out	1	LS	\$ 550.00	\$ 550.00	
total				\$ 27,805.00	

10 & 20 JAP total \$ 55,610.00

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

MEMORANDUM:

TO: Board of Commissioners

FROM: Executive Director 

SUBJECT: RFP # 10-18-2018-CDBG
Design of a Residential Treatment Center for Women in Tiyan, A/E
Fee Proposal

The Authority has completed negotiations with Architects Laguana for the Design to construct a Residential Treatment Center for Women in Tiyan. The construction of this new 6,000sf residential treatment center will serve women seeking a higher level of treatment for substance use disorder. This project will be the first female residential treatment center for those in need in Guam.

A/E staff has met with Architects Laguana's staff on several occasion to discuss and develop the design scope of work needed to conduct this projet.

In response to GHURA's request, attached is their offer dated Feb. 28, 2019 which we have reviewed. You will note that in their offer, Architects Laguana stated that the amount submitted has been reduced to reflect the requested scope of work at the amount of \$172,626.00.

Provided for your comparison to the Architects Laguana proposal is the government cost estimate as prepared by GHURA's A/E Manager in the amount of \$189,882.00 for engineering services.

Based on the final evaluation of Architects Laguana's proposal, management requests Board approval of a contract for services with Architects Laguana in the amount of \$172,626.00 to proceed with the work to design Residential Treatment Center for Women in Tiyan. Reimbursable expenses such as copying services will be charged at a multiplier of 1.15 x direct cost. Receipts and documentation for the reimbursable expenses will be provided. GHURA will contract the required Soils Engineering fees which is estimated to be \$5,000- \$8,000, depending on the structural design load calculation.

Attachment: Proposal dated 28 Feb. 2019.
Government Cost Estimate

At the Regular Board Meeting of March 28, 2019, a motion was made by Resident Commissioner Leon Guerrero and Seconded by Commissioner Pereda to approve the award of contract for services with Architects Laguana in the amount of \$172,626.00 to proceed with the work to design Residential Treatment Center for Women in Tiyan. Without any further discussion and objection, the Motion was approved.

ARCHITECTS LAGUAÑA, LLC

ARCHITECTURE • PLANNING • INTERIORS

March 1, 2019

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

Re: Supplemental Information on Fee Proposal, Scope of Work, and Scope of Services for Design Services for
GHURA Residential Treatment Center for Women – Tiyan, Guam

Dear Mr. Topasna,

We would like to clarify that the original fee proposal amount for the above subject project was actually higher than what was submitted in our February 28, 2019 fee proposal. We worked with our engineering consultants to get these numbers down as much as possible:

Note also original 02/28/19 fee proposal, Part II, Scope of Design Services, Paragraph C. Exclusion #9 Design for fire pump and water tank: Delete exclusion C. #9. Along with our engineering consultants, we have agreed to INCLUDE the design for the fire pump and water tank as part of our design.


	Original Design + CA:	Submitted Design + CA: (02/28/19)
AL Architectural	\$ 85,000.00	\$ 80,000.00
TGE Survey	\$ 6,500.00	\$ 6,500.00
Civil	\$ 12,500.00	\$ 12,500.00
Structural	\$ 16,200.00	\$ 18,000.00
WMES Mechanical/FPE	\$ 32,000.00	\$ 23,500.00
EMCE Electrical	\$ 25,431.00	\$ 23,500.00
Total	\$177,631.00	\$164,000.00
GRT	\$ 9,343.39	\$ 8,626.00
Grand Total	\$186,974.39	\$172,626.00

This reflects a reduction of \$14,348.39, or 7.67%, of the original design + CA fees.

Although not yet under contract, we have already gone on several site visits and met with GHURA and the staff of the Lighthouse Recovery Center to discuss the program, siting, and feasibility. We are very excited about getting started on this project with GHURA and The Salvation Army.

If you have any questions, comments, or concerns, please don't hesitate to call me.

Thank you and Si Yu'os ma'ase,


Andrew V. Laguaña, FAIA, NCARB
Principal

February 28, 2019

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

Re: Fee Proposal, Scope of Work, and Scope of Services for Design Services for GHURA Residential Treatment Center for Women – Tiyan, Guam

Dear Mr. Topasna,

We are pleased to submit our fee proposal for a Residential Treatment Center for Women for design and construction administration services.

I. THE SCOPE OF WORK IS AS FOLLOWS.

SCOPE OF WORK: Design a 6,000 sf women's residential treatment center, to be located on The Salvation Army property in Tiyan. The goal is to seamlessly incorporate the new building onto an already-developed site with existing adjacent buildings, and site facilities and amenities.

The program will be programmatically similar to the Lighthouse Recovery Center (for men), but on a smaller scale:

- 5 bedrooms with a capacity for 10 beds total (includes 2 detox beds and 2 ADA beds)
- lobby/ reception area, library, kitchen and dining room
- laundry room: 2 washers/2 dryers minimum (3w/3d ideal)
- 3-4 12x12 offices
- TV/rec room, 20x30
- 2-3 group rooms (15x15)
- split-units (not central a/c)
- public toilet, group resident toilet and shower rooms
- typhoon shutters
- generator
- intake/processing center

II. OUR SCOPE OF DESIGN SERVICES IS AS FOLLOWS.

A. Design and Documentation.

1. Assist Owner with development of its program. Meet with GHURA and The Salvation Army to compile information about the center's operations, lay out program requirements, and organize priorities for the development of the design.
2. Provide construction drawings, specifications, and calculations for architectural, civil, structural, mechanical, plumbing, fire protection, and electrical work, for bid and permitting/ construction purposes.

B. Limited Construction Administration Services.

1. Perform three site visits for observation of construction progress, and document observations and findings on site reports. See attachments for details on consultant site visits.
2. Respond to Requests For Information (RFIs).
3. Review submittals and shop drawings.
4. Review Applications for Payment.

Page 1 of 2

5. Upon Substantial Completion, review Contractor's punch list. Perform one (1) pre-final punch list inspection and one (1) final punch list inspection.

C. The following are NOT included in the design services scope:

1. Special inspection services as may be required by Section 1704 of the 2009 IBC or by the AHJ.
2. Hydraulic tests for available water flow and pressure (typically provided by Owner).
3. Construction management.
4. Scale or 3D models/renderings.
5. Construction cost management/estimating.
6. Hazardous materials discovery and remediation.
7. Environmental services.
8. DPW permit clearance.
9. Design for fire pump and water tank.

For the above scope of work and services, we propose a total design fee in the amount of \$172,626.00. See attachments for consultant fee breakdowns.

	Design:	Limited CA:	Total:
AL <i>Architectural</i>	\$ 75,000.00	\$ 5,000.00	\$ 80,000.00
TGE <i>Survey</i>	\$ 6,500.00	---	\$ 6,500.00
<i>Civil</i>	\$ 10,200.00	\$ 2,300.00	\$ 12,500.00
<i>Structural</i>	\$ 16,200.00	\$ 1,800.00	\$ 18,000.00
WMES <i>Mechanical/FPE</i>	\$ 19,600.00	\$ 3,900.00	\$ 23,500.00
EMCE <i>Electrical</i>	\$ 18,500.00	\$ 5,000.00	\$ 23,500.00
Total	\$146,000.00	\$18,000.00	\$164,000.00
GRT			\$ 8,626.00
Grand Total			\$172,626.00

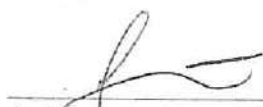
Plotting, printing, and reproduction costs will be billed as reimbursables at direct costs x 1.15.

We believe that the above fees are reasonable and reflect the design efforts that the project will require. If you have any questions, comments, or concerns, please don't hesitate to call me.

Again, we thank you for this opportunity and we look forward working with GHURA on another project.

Thank you and Si Yu'os ma'ase,

Approved by:


 Andrew T. Laguafia, FAIA, NCARB
 Principal

Attachments:

TGE proposal, dated 02/25/19 (civil and structural)

WMES proposal, dated 02/22/19 (mechanical, plumbing, and fire protection)

EMCE proposal, dated 02/22/19 (electrical)

Page 2 of 2

TG ENGINEERS, PC

February 25, 2019

Architects Laguaña, LLC
446 East Marine Corps Drive
Suite 200
Hagatna, Guam 96910
tel. (671)632-6251/2

ATTN: Ms. Pelita Lobaton, Project Manager

RE: WOMEN'S TREATMENT CENTER, TOPOGRAPHIC SURVEY,
CIVIL & STRUCTURAL ENGINEERING – FEE PROPOSAL

Hafa adai Pelita,

TG Engineers, PC (TGE) is pleased to submit our Fee Proposal for the referenced project.

1.0 PROJECT DESCRIPTION

The project is a Women's-only Residential treatment Facility in Tiyan.

General info:

- 6,000 sf women-only residential treatment facility
- privacy and confidentiality are critical
- review RFQ, attached
- clients: some are walk-in (voluntary), others are required to enroll in the program by the courts- outpatient and in-house clients
- treatment: for drugs and alcohol
- length of treatment: up to 6 months
- timeline: design - 3 months, bidding - 1-1/2 months, construction - 1 year

Developing program (based loosely on the men's center):

- lobby/reception
- laundry room 2 washers/2 dryers (3w/3d ideal)
- 3-4 12x12 offices
- TV/rec room, 20x30
- 2-3 group rooms (15x15)

WTF Fee Proposal
2/25/2019

- 10 women's beds (8 regular, 2 ADA), 2 beds per bedroom; two of the beds are a detox room with 2 beds and 1 bathroom with potential to increase to 4 beds (2 bunks)
- library
- kitchen and dining room, assume residential ansul hood for now (food is delivered to clients AND the clients can cook for themselves as well)
- split units preferred, not central a/c
- elevator
- public toilet, and group resident toilet and shower rooms
- typhoon shutters
- weight room/smoking area (can be outdoor covered)
- lots of storage and utility space
- generator
- design for expansion if possible
- separate processing center (in another building as interiors work or as an expansion)

Design considerations:

- building needs to be insurable
- energy-efficient design
- compliance with EPA, ADA
- assume that there is adequate parking
- fire sprinklers required?
- fire water tank required?

2.0 SCOPE OF SERVICES

2.1 Topographic Survey & Mapping

2.2 Engineering Design

- a. Civil Engineering
- b. Structural Engineering

2.3 Bid Phase Services

- a. Respond to Contractor RFI's during the Bid Phase.
- b. Issue any addenda required

2.4 Construction Phase Services

- a. Respond to Contractor RFI's
- b. Submittal Reviews
- c. Conduct 3-site reviews (civil)
- d. Attend 3-progress meetings (civil & structural)

3.0 FEES

We propose to complete the Scope of Services for a lump sum fee of \$37,000.

DESCRIPTION	FEE
Topographic Survey & Mapping	\$6,500
Civil Engineering	\$10,200
Structural Engineering	\$16,200
Construction Administration	
- Civil	\$2,300
- Structural	\$1,800
Subtotal	\$ 37,000
BP Tax	\$0
TOTAL	\$ 37,000

BPT is excluded and paid by the Prime Consultant. We will invoice monthly for the percentage of work completed.

4.0 SCHEDULE AND DELIVERABLES

We will work with the project team to meet the schedule required.

5.0 ASSUMPTIONS

- 5.1 A recorded property Boundary Map will be provided for our reference with the Topographic Survey
- 5.2 The Geotechnical Report will be provided for our use.
- 5.3 Environmental, Archaeological, Traffic and other studies that may be required for the project permitting are excluded and available as an additional service.
- 5.4 Construction phase permit documents are available as an additional service.
- 5.5 Storm water will be discharged within the property in onsite percolation facilities.
- 5.6 Water and sanitary sewer utilities are available for simple connections at the site perimeter.
- 5.7 Offsite infrastructure improvements are unknown will be additional services if required.

WTF Fee Proposal
2/25/2019

We look forward to your favorable review of our proposal. We are available to meet and discuss the proposal at your convenience, please call me at 647-0808 with any comments or questions.

Si Yu'os Ma'ase,
TG Engineers, PC

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

Tor Gudmundsen, PE
President

WM ENGINEERING SERVICES, LLC

P.O. Box 392
Hagåtña, Guam 96932

Tel: (671) 646-8127
Fax: (671) 646-0704
E-mail: main@wmesguam.com

February 22, 2019

Architects Laguana, LLC
446 E. Marine Corps Dr. Suite 200
Hagåtña, Guam 96910

Attn.: Mr. Andrew T. Laguana, FAIA, NCARB

Re.: Residential Treatment Center for Women in Tiyan

We are pleased to present this proposal for mechanical engineering services for the proposed project above.

A. Project Description:

Proposed project is a new 1-story 6,000 sq.ft. residential treatment facility for women, to be in Tiyan, Guam.

B. Scope of Services:

Provide design documents for the air-conditioning, plumbing, life safety, fire sprinkler & fire alarm system in accordance with the requirements of RFP# 10-18-2018-CDBG. Design documents will include mechanical, plumbing, fire alarm & fire sprinkler drawings, calculations and specifications.

C. Services Not Included:

Construction cost estimates, reimbursable cost and Gross Receipt Tax (GRT).

D. Compensation:	Design Fee:	\$ 19,600.00
	CA Services:	\$ 3,900.00

- E. Indemnification:** Owner shall indemnify and hold harmless WMES and all of its personnel from and against any and all claims damages. Losses and expenses (Including reasonable attorney's fees) arising out of or resulting from the performance of the services provided that may such claims, damage, loss or expense is caused in whole or in part by the breach of contract, negligent act or omission and/or strict liability of Owner, anyone directly or indirectly employed by Owner (except WMES), or anyone for whose acts any of them may be liable.
- F. Risk Allocation:** In recognition of the relative risks, rewards and benefits of the project to both the Owner and WMES, the risks have been allocated such that Owner agrees that, to the fullest extent permitted by law, WMES's total liability to Owner and/or Owner's client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out this Agreement from any cause or causes, shall not exceed WMES's fee or \$2,000,000 whichever is less. Such causes include, but are not limited to WMES's negligence, errors, omissions, strict liability, and breach of contract or breach of warranty. Owner shall indemnify and hold harmless WMES for any claims, damages or losses in excess of the applicable limits of WMES's liability.
- G. Termination of Services:** The Owner may terminate This Agreement or WMES should the other fail to perform its obligations hereunder. In the event of termination, the Owner shall pay WMES for all services rendered to the date of termination, all-reimbursable expenses, and reimbursable termination expenses.
- H. Ownership of Documents:** All documents produced by WMES under this Agreement shall remain the property of the WMES and may not be used by the Owner for any other endeavor without the written consent of WMES.



888 N. Marine Corps Drive, Suite 210,
Tamuning, Guam 96913

I. **Arbitration:** Claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or the breach thereof may be subject to and decided by arbitration only after first submitting the claim or dispute to non-binding mediation.


J. **Applicable Law:** Unless otherwise specified, the laws of the Government of Guam shall govern this Agreement.

I hope this proposal has met all your requirements. If you have any questions, please contact me at (671) 646-8127. Your approval and signature in the space provided below will form an agreement of services, when executed please return the signed copy via fax at (671) 646-0704 or via email at main@wmesguam.com It will serve as our Notice to Proceed (NTP).

I would like to thank you for this opportunity and look forward to working with you.

Sincerely,

WMES

Signed:  Marlon P. Notarte, P.E.

Approved by: _____

Date: February 22, 2019

Date: _____



888 N. Marine Corps Drive, Suite 210,
Tamuning, Guam 96913



SUITE 201, BUILDING 133
ANTONIA COURT, TAMUNING
P.O. BOX 9940 TAMUNING, GUAM 96931
TEL: (671) 649-0166/7
FAX: (671) 646-EMCE (3623)

FEE PROPOSAL

TO: Pelita Lobaton	DATE: February 28, 2019
COMPANY: Architect Laguana	Via email
FROM: Abner Mariano	PROPOSAL NO: 21-
SUBJECT: Women's Treatment Center, Tiyan	

We are pleased to provide you with our Fee Proposal for Electrical Engineering services for the above project.

A. Design: \$18,500

1. Electrical Systems
 - GPA Utility Service
 - Exterior and Interior Power
 - Exterior and Interior Lighting
 - Back-up Generator System
2. Telecommunication System (empty conduit system; cabling and devices by Owner's service provider)
 - Voice (Telephone)
 - Data
 - Cable TV
3. Fire alarm design by Others (FPE).
4. Technical Specifications
5. Basis of Design
6. Calculations
7. Budgetary Cost Estimate

B. Limited CA: \$5,000

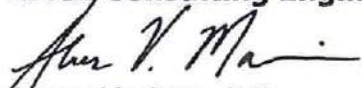
1. Product Data and Shop Drawing Review

2. Occasional Observations – Limited to 3 each
3. Punchlist
4. Final Inspection
5. Review Close-out Documents

If you have any questions regarding this proposal, please call us.

Sincerely,

EMCE Consulting Engineers



Abner Mariano, P.E.
Principal

ARCHITECTS LAGUAÑA, LLC

ARCHITECTURE • PLANNING • INTERIORS

February 28, 2019

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

Re: Fee Proposal, Scope of Work, and Scope of Services for Design Services for GHURA Residential Treatment Center for Women – Tiyan, Guam

Dear Mr. Topasna,

We are pleased to submit our fee proposal for a Residential Treatment Center for Women for design and construction administration services.

I. THE SCOPE OF WORK IS AS FOLLOWS.

SCOPE OF WORK: Design a 6,000 sf women's residential treatment center, to be located on The Salvation Army property in Tiyan. The goal is to seamlessly incorporate the new building onto an already-developed site with existing adjacent buildings, and site facilities and amenities.

The program will be programmatically similar to the Lighthouse Recovery Center (for men), but on a smaller scale:

- 5 bedrooms with a capacity for 10 beds total (includes 2 detox beds and 2 ADA beds)
- lobby/ reception area, library, kitchen and dining room
- laundry room: 2 washers/2 dryers minimum (3w/3d ideal)
- 3-4 12x12 offices
- TV/rec room, 20x30
- 2-3 group rooms (15x15)
- split-units (not central a/c)
- public toilet, group resident toilet and shower rooms
- typhoon shutters
- generator
- intake/processing center

II. OUR SCOPE OF DESIGN SERVICES IS AS FOLLOWS.

A. Design and Documentation.

1. Assist Owner with development of its program. Meet with GHURA and The Salvation Army to compile information about the center's operations, lay out program requirements, and organize priorities for the development of the design.
2. Provide construction drawings, specifications, and calculations for architectural, civil, structural, mechanical, plumbing, fire protection, and electrical work, for bid and permitting/ construction purposes.

B. Limited Construction Administration Services.

1. Perform three site visits for observation of construction progress, and document observations and findings on site reports. See attachments for details on consultant site visits.
2. Respond to Requests For Information (RFIs).
3. Review submittals and shop drawings.
4. Review Applications for Payment.

Page 1 of 2

446 East Marine Corps Drive, Suite 200 • Hagåtña, Guam 96910
Phone (671) 632-6251/2 • Email admin@architectslaguana.com

5. Upon Substantial Completion, review Contractor's punch list. Perform one (1) pre-final punch list inspection and one (1) final punch list inspection.

C. The following are NOT included in the design services scope:

1. Special inspection services as may be required by Section 1704 of the 2009 IBC or by the AHJ.
2. Hydraulic tests for available water flow and pressure (typically provided by Owner).
3. Construction management.
4. Scale or 3D models/renderings.
5. Construction cost management/estimating.
6. Hazardous materials discovery and remediation.
7. Environmental services.
8. DPW permit clearance.
9. Design for fire pump and water tank.

For the above scope of work and services, we propose a total design fee in the amount of \$172,626.00. See attachments for consultant fee breakdowns.

	Design:	Limited CA:	Total:
AL <i>Architectural</i>	\$ 75,000.00	\$ 5,000.00	\$ 80,000.00
TGE <i>Survey</i>	\$ 6,500.00	---	\$ 6,500.00
<i>Civil</i>	\$ 10,200.00	\$ 2,300.00	\$ 12,500.00
<i>Structural</i>	\$ 16,200.00	\$ 1,800.00	\$ 18,000.00
WMES <i>Mechanical/FPE</i>	\$ 19,600.00	\$ 3,900.00	\$ 23,500.00
EMCE <i>Electrical</i>	\$ 18,500.00	\$ 5,000.00	\$ 23,500.00
Total	\$146,000.00	\$18,000.00	\$164,000.00
GRT			\$ 8,626.00
Grand Total			\$172,626.00

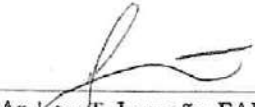
Plotting, printing, and reproduction costs will be billed as reimbursables at direct costs x 1.15.

We believe that the above fees are reasonable and reflect the design efforts that the project will require. If you have any questions, comments, or concerns, please don't hesitate to call me.

Again, we thank you for this opportunity and we look forward working with GHURA on another project.

Thank you and Si Yu'os ma'ase,

Approved by:


 Andrew T. Laguafia, FAIA, NCARB
 Principal

Attachments:

TGE proposal, dated 02/25/19 (civil and structural)

WMES proposal, dated 02/22/19 (mechanical, plumbing, and fire protection)

EMCE proposal, dated 02/22/19 (electrical)

Page 2 of 2

TG ENGINEERS, PC

February 25, 2019

Architects Laguaña, LLC
446 East Marine Corps Drive
Suite 200
Hagatna, Guam 96910
tel. (671)632-6251/2

ATTN: Ms. Pelita Lobaton, Project Manager

RE: WOMEN'S TREATMENT CENTER, TOPOGRAPHIC SURVEY,
CIVIL & STRUCTURAL ENGINEERING – FEE PROPOSAL

Hafa adai Pelita,

TG Engineers, PC (TGE) is pleased to submit our Fee Proposal for the referenced project.

1.0 PROJECT DESCRIPTION

The project is a Women's-only Residential treatment Facility in Tiyan.

General info:

- 6,000 sf women-only residential treatment facility
- privacy and confidentiality are critical
- review RFQ, attached
- clients: some are walk-in (voluntary), others are required to enroll in the program by the courts- outpatient and in-house clients
- treatment: for drugs and alcohol
- length of treatment: up to 6 months
- timeline: design - 3 months, bidding - 1-1/2 months, construction - 1 year

Developing program (based loosely on the men's center):

- lobby/reception
- laundry room 2 washers/2 dryers (3w/3d ideal)
- 3-4 12x12 offices
- TV/rec room, 20x30
- 2-3 group rooms (15x15)

WTF Fee Proposal
2/25/2019

- 10 women's beds (8 regular, 2 ADA), 2 beds per bedroom; two of the beds are a detox room with 2 beds and 1 bathroom with potential to increase to 4 beds (2 bunks)
- library
- kitchen and dining room, assume residential ansul hood for now (food is delivered to clients AND the clients can cook for themselves as well)
- split units preferred, not central a/c
- elevator
- public toilet, and group resident toilet and shower rooms
- typhoon shutters
- weight room/smoking area (can be outdoor covered)
- lots of storage and utility space
- generator
- design for expansion if possible
- separate processing center (in another building as interiors work or as an expansion)

Design considerations:

- building needs to be insurable
- energy-efficient design
- compliance with EPA, ADA
- assume that there is adequate parking
- fire sprinklers required?
- fire water tank required?

2.0 SCOPE OF SERVICES

2.1 Topographic Survey & Mapping

2.2 Engineering Design

- a. Civil Engineering
- b. Structural Engineering

2.3 Bid Phase Services

- a. Respond to Contractor RFI's during the Bid Phase.
- b. Issue any addenda required

2.4 Construction Phase Services

- a. Respond to Contractor RFI's
- b. Submittal Reviews
- c. Conduct 3-site reviews (civil)
- d. Attend 3-progress meetings (civil & structural)

3.0 FEES

We propose to complete the Scope of Services for a lump sum fee of \$37,000.

DESCRIPTION	FEE
Topographic Survey & Mapping	\$6,500
Civil Engineering	\$10,200
Structural Engineering	\$16,200
Construction Administration	
- Civil	\$2,300
- Structural	\$1,800
Subtotal	\$ 37,000
BP Tax	\$0
TOTAL	\$ 37,000

BPT is excluded and paid by the Prime Consultant. We will invoice monthly for the percentage of work completed.

4.0 SCHEDULE AND DELIVERABLES

We will work with the project team to meet the schedule required.

5.0 ASSUMPTIONS

- 5.1 A recorded property Boundary Map will be provided for our reference with the Topographic Survey
- 5.2 The Geotechnical Report will be provided for our use.
- 5.3 Environmental, Archaeological, Traffic and other studies that may be required for the project permitting are excluded and available as an additional service.
- 5.4 Construction phase permit documents are available as an additional service.
- 5.5 Storm water will be discharged within the property in onsite percolation facilities.
- 5.6 Water and sanitary sewer utilities are available for simple connections at the site perimeter.
- 5.7 Offsite infrastructure improvements are unknown will be additional services if required.

WTF Fee Proposal
2/25/2019

We look forward to your favorable review of our proposal. We are available to meet and discuss the proposal at your convenience, please call me at 647-0808 with any comments or questions.

Si Yu'os Ma'ase,
TG Engineers, PC

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

Tor Gudmundsen, PE
President

WM ENGINEERING SERVICES, LLC

P.O. Box 392
Hagåtña, Guam 96932

Tel: (671) 646-8127
Fax: (671) 646-0704
E-mail: main@wmesguam.com

February 22, 2019

Architects Laguana, LLC
446 E. Marine Corps Dr. Suite 200
Hagåtña, Guam 96910

Attn.: Mr. Andrew T. Laguana, FAIA, NCARB

Re.: Residential Treatment Center for Women in Tiyan

We are pleased to present this proposal for mechanical engineering services for the proposed project above.

A. Project Description:

Proposed project is a new 1-story 6,000 sq.ft. residential treatment facility for women, to be in Tiyan, Guam.

B. Scope of Services:

Provide design documents for the air-conditioning, plumbing, life safety, fire sprinkler & fire alarm system in accordance with the requirements of RFP# 10-18-2018-CDBG. Design documents will include mechanical, plumbing, fire alarm & fire sprinkler drawings, calculations and specifications.

C. Services Not Included:

Construction cost estimates, reimbursable cost and Gross Receipt Tax (GRT).

D. Compensation:

Design Fee:	\$ 19,600.00
CA Services:	\$ 3,900.00

E. Indemnification: Owner shall indemnify and hold harmless WMES and all of its personnel from and against any and all claims damages. Losses and expenses (Including reasonable attorney's fees) arising out of or resulting from the performance of the services provided that may such claims, damage, loss or expense is caused in whole or in part by the breach of contract, negligent act or omission and/or strict liability of Owner, anyone directly or indirectly employed by Owner (except WMES), or anyone for whose acts any of them may be liable.

F. Risk Allocation: In recognition of the relative risks, rewards and benefits of the project to both the Owner and WMES, the risks have been allocated such that Owner agrees that, to the fullest extent permitted by law, WMES's total liability to Owner and/or Owner's client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out this Agreement from any cause or causes, shall not exceed WMES's fee or \$2,000,000 whichever is less. Such causes include, but are not limited to WMES's negligence, errors, omissions, strict liability, and breach of contract or breach of warranty. Owner shall indemnify and hold harmless WMES for any claims, damages or losses in excess of the applicable limits of WMES's liability.

G. Termination of Services: The Owner may terminate This Agreement or WMES should the other fail to perform its obligations hereunder. In the event of termination, the Owner shall pay WMES for all services rendered to the date of termination, all-reimbursable expenses, and reimbursable termination expenses.

H. Ownership of Documents: All documents produced by WMES under this Agreement shall remain the property of the WMES and may not be used by the Owner for any other endeavor without the written consent of WMES.



888 N. Marine Corps Drive, Suite 210,
Tamuning, Guam 96913

I. **Arbitration:** Claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or the breach thereof may be subject to and decided by arbitration only after first submitting the claim or dispute to non-binding mediation.


J. **Applicable Law:** Unless otherwise specified, the laws of the Government of Guam shall govern this Agreement.

I hope this proposal has met all your requirements. If you have any questions, please contact me at (671) 646-8127. Your approval and signature in the space provided below will form an agreement of services, when executed please return the signed copy via fax at (671) 646-0704 or via email at main@wmesguam.com It will serve as our Notice to Proceed (NTP).

I would like to thank you for this opportunity and look forward to working with you.

Sincerely,

WMES

Signed:  Marlon P. Notarte, P.E.

Approved by: _____

Date: February 22, 2019

Date: _____



888 N. Marine Corps Drive, Suite 210,
Tamuning, Guam 96913



SUITE 201, BUILDING 133
ANTONIA COURT, TAMUNING
P.O. BOX 9940 TAMUNING, GUAM 96931
TEL: (671) 649-0166/7
FAX: (671) 646-EMCE (3623)

FEE PROPOSAL

TO: Pelita Lobaton	DATE: February 28, 2019
COMPANY: Architect Laguana	Via email
FROM: Abner Mariano	PROPOSAL NO: 21-
SUBJECT: Women's Treatment Center, Tiyan	

We are pleased to provide you with our Fee Proposal for Electrical Engineering services for the above project.

A. Design: \$18,500

1. Electrical Systems
 - GPA Utility Service
 - Exterior and Interior Power
 - Exterior and Interior Lighting
 - Back-up Generator System
2. Telecommunication System (empty conduit system; cabling and devices by Owner's service provider)
 - Voice (Telephone)
 - Data
 - Cable TV
3. Fire alarm design by Others (FPE).
4. Technical Specifications
5. Basis of Design
6. Calculations
7. Budgetary Cost Estimate

B. Limited CA: \$5,000

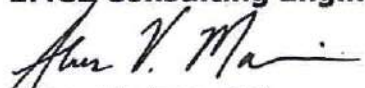
1. Product Data and Shop Drawing Review

2. Occasional Observations – Limited to 3 each
3. Punchlist
4. Final Inspection
5. Review Close-out Documents

If you have any questions regarding this proposal, please call us.

Sincerely,

EMCE Consulting Engineers



Abner Mariano, P.E.
Principal

Guam Housing and Urban

Architect- Engineer Cost Estimate

Propose project: Design of LRC for woman

Completion in weeks 8 weeks

A. Direct salary costs					
Special Ties	Job Titles	man-hr	rate \$	amounts	totals
Project Mgt Coordination	Project manager	250	120	30000	
				0	\$ 30,000.00
Architectural No. of dwgs(25)	Sr Designer	200	120	24000	
	Jr Engineer	80	60	4800	
	Cad operator	350	50	17500	\$ 46,300.00
Structural No. of dwgs()	Sr Designer	80	120	9600	
	Jr Engineer	120	60	7200	
	Cad operator	40	50	2000	\$ 18,800.00
Civil No. of dwgs()	Sr Designer	50	120	6000	
	Jr Engineer	40	60	2400	
	Cad operator	60	50	3000	\$ 11,400.00
Mechanical 4	Sr Designer	200	90	18000	
	Jr Engineer	40	45	1800	
	Cad operator	110	40	4400	\$ 24,200.00
Electrical 6	Sr Designer	80	120	9600	
	Jr Engineer	40	60	2400	
	Cad operator	60	50	3000	\$ 15,000.00
Specification no of pages(250)				0	
		110	50	5500	
				0	\$ 5,500.00
Total dwgs	total man-hrs	1910	Total salaries A		\$ 151,200.00

B. other Direct Costs				Amounts \$
1	Soil engineer/testing			5000
2	Survey			5000
3	repro			2000
4				
Total other Direct Cost A & B				\$ 163,200.00

C. Overhead Pools				
	Titles	Rate %	Bases \$	
1	GRT	0.05		\$ 8,160.00
2	Contingencies	0	0	\$ -

D. Total cost to Architect-Engineer	\$ 171,360.00
E. Profit 10% of D	0.1 \$ 17,136.00
F. Total cost to Government	\$ 188,496.00

Prepared by: Albert santos


Title: A/E

10/2/2018

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMA YAN RINUEBAN SIUDAT

MEMORANDUM:

TO: Board of Commissioners

FROM: Executive Director 

SUBJECT: IFB # GHURA-413-2018-CPD
Demolition of four housing structures in Dededo
Contract amendment

At the Regular Board Meeting of March 28, 2019, a motion was made by Commissioner Dominguez and Seconded by Resident Commissioner Leon Guerrero to approve the award of a contract amendment to Angoco & Sons Inc. in the amount of \$20,595.31 for the abatement and disposal of asbestos materials found at the existing housing structures subject for demolition. Without any further discussion and objection, the Motion was approved.

On March 6, 2019 we met with the contractor Angoco and Sons Inc to review the various testing as required for the demolition of the four homes. In attendance were our staff, Glan Angoco , Franco Quintans from Industrial Hygiene Professionals Inc (IHP).

Per the contract specification:

1. That based on a lead-based paint (LCP) inspection of the adjacent/similar structures conducted in 2013, these units are assumed to contain components coated with LBP and/or other lead-containing materials (LCM) and that a representative sample of the waste be analyzed for proper hazardous (or non-hazardous) characterization. The inspection must be performed by a firm/inspector that is EPA-certified and licensed to conduct such activities pursuant of 40 CFR Part 745.227.
2. Other Hazards considering the date of construction, the units may contain asbestos-containing materials (ACM). Hazardous pesticides may also have been used to treat the soils/fill materials around and below the structure. The contractor shall hire an independent third-party inspector to determine the presence (or absence) of such hazardous materials. For asbestos, an EPA-accredited Asbestos Building Inspector is recommended. For pesticides, an Environmental Professional as defined by EPA is recommended

IHP is on contract by Angoco and Sons to preform the three required testing as indicated above, base on the result the findings are;

- 1) Lead Base Testing the samples were sent off-island with a chain-of-custody form to a laboratory accredited by the Environmental Protection Agency (EPA) and the National Environmental Laboratory Accreditation Conference (NELAC) for analysis via the Toxicity Characteristic. The laboratory report indicates that the samples and their associated wastes may be considered NON-RCRA-regulated waste. The results were below regulatory limits as indicated on the laboratory analysis report. The wastes may therefore be disposed of as non-RCRA regulated waste (construction debris) in accordance with US EPA and local (Guam EPA) solid waste Regulations. Contractor to comply

2. Pesticide Testing, based on the laboratory results, chlordane is present on the surface soils in all three units sampled. Disturbance of soils with pesticides concentrations above the EPA Region 9 RSLs may result in adverse health effects. As such, disturbance of such soils should be performed in accordance with an approved pesticides worker protection plan which outlines the engineering controls, personal protection equipment (PPE), air monitoring, and other details to reduce and/or eliminate exposure and environmental contamination. Based on the results as compared to the EPA Region 9 Regional Screening Level (RSL) for Industrial Soils for Chlordane. Results show that Chlordane concentration of the composite sample is below the RSL for Industrial Soils for Chlordane.

Contractor will address by replacing the removed soil directly under the existing homes by removing several feet of soil on the corner portion of the property which will be used to back fill the area under the existing house at no cost.

3. Bulk Sampling Report- Floor Tiles/Mastic & Window Caulking, The results indicate that asbestos is present in the Floor Tiles/Mastics of each tested unit, Materials regulated as ACM should be removed in accordance with the EPA NESHAP regulations prior to renovation/demolition activities which will disturb those materials. A qualified asbestos abatement contractor should be selected to perform any removal/disposal and or disturbance of ACM in accordance with the OSHA asbestos standard for construction (29 CFR 1926.1101) and all other applicable OSHA/EPA regulations. An independent Certified Industrial Hygienist (CIH) should be contracted to prepare the abatement plan, direct air monitoring, and provide final clearance certification upon completion of abatement work. Notification of the Guam EPA is required five (5) days prior to the start of removal of non-friable materials. Asbestos waste generated from the removal must be disposed of at an EPA-approved landfill (Off-island).

Based on the positive findings/testing of floor tiles we requested Angoco to submit a cost proposal for the required asbestos abatement. The attach proposal submitted by Angoco was reviewed by our staff and they have determine that the cost proposal for the asbestos removal and abatement in accordance EPA's requirement is fair and reasonable.

Based on Staff's review and we are recommending that the board approves a contract amendment for Angoco & Sons Inc in the amount of \$20,595.31 for the abatement and disposal of asbestos materials found at the existing housing structures subject for demolition.

Attachments: Cost Proposal Angoco & Sons Inc

Lead base testing

Bulk Sampling

Pesticide Sampling

Mr. Ray Topasna
GHURA executive Director
Guam Housing and Urban Renewal Authority

March 19, 2019

Subject: Added work for removal of Asbesto Tiles

Attention: Mr. Albert Santos
A/E Manager

As a follow up from our meeting held at your office with Mr. Topasna, GHURA Executive Director, Mr. Albert Santos, myself and IPH Mr. Franco. WE met to discuss the findings from the environmental testing of floor tiles which are discovered to contain asbestos on the mastic side, while the floor tiles are 12"x12' it was the adhesive that contains asbestos. Based on the scope the work the discovery of asbestos and disposal are not part of the scope, what is more bother some is that these tiles have to be disposed of off-island.

Based on our meeting we were instructed to provide a cost proposal for the removal and proper disposal of these hazardous material which are sent off-island. Based on your instruction attach are two proposal we received for the removal and disposal of these hazardous materials.

Based on the proposals received we are submitting our proposal in the amount of as shown below

1. Total asbestos abatement	\$18,614.00
2. Handling fee and Overhead 6%	\$1,168.40
3. Tax 4.12 %	\$812.91
Total	\$20,595.31

Again thank you for your consideration, please advise if any additional question or clarification is needed

Sincerely,



Glen Angoco
J.T. Angoco and Sons, Inc
185 Binakly Street
Maina, Guam 96910

Attach are the various test reports from IHP and the two proposal

1270 N. MARINE DRIVE

SUITE 101, PMB 624



TAMUNING, GUAM 96911

USA

March 18, 2019

Angoco Trucking
[REDACTED]

Attention: Glen Angoco, Project Manager

Reference: Asbestos Abatement of Four Abandoned GURA Housing Structures, Dededo Gu.

Subject: Proposal

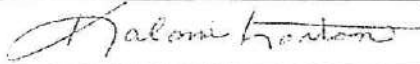
Dear Mr. Angoco:

In response to your request for professional services at the referenced project, NEXUS Environmental Group Guam (NEGG) offers the following proposal.

Description from Client	Qty	Unit Cost	Base Bid
AHAP & Lead Plans by Independent Consultant	1		Included
Floor tiles black Mastic	2,425 SF		Included
Off-island disposal of Asbestos Waste	2 CY		Included
Daily Air Monitoring & CIH Inspections	4 days		Included
CIH Final Clearance	1		Included
TCLP testing for disposal of construction debris	3		Included
Negative exposure assessment for Lead during demolition	3 days		Included
Note: NEGG shall provide all portable power and		Subtotal	\$18,614.00
pre-clean each unit from existing debris to perform		GRT	Angoco
asbestos abatement		TOTAL	\$18,614.00

Thank you for the opportunity to be of service to Angoco Trucking. Please call me at 727-2066 with any questions.

This quotation may be withdrawn or revised by us if not accepted within 5 days from the date above. This agreement is supplemented by and incorporates all terms and conditions and schedules, if any, attached thereto. NEXUS Environmental Group Guam, herein referred to as "Service Provider", agrees to perform the services set forth in this Agreement in a proper and expedient manner and in accordance with Client's directives. Acceptance of the fee proposal constitutes authorization by the Client to proceed with the stated scope of work. Acceptance of the fee proposal constitutes an agreement by the Client to provide payment for services as described in number 8 of the contractual terms and conditions.

offered by NEGG		accepted by Client	
	Kalani Norton		Client Signature/Date
	Managing Partner		/ / 19

2019

CONTRACTOR'S LICENSE

EDDIE BAZA CALVO
Governor of Guam

RAY TENORIO
Lt. Governor of Guam

Pursuant to the provisions of Chapter VII Title XI of the Government of Guam and the Rules and Regulations of the Contractors License Board, the Executive Director of Contractors hereby issues this license to:

NEXUS Environmental Group Guam

To engage in the business or act in the capacity of a contractor in the following classifications

B & C68 (Mold, Asbestos, Lead Remediation)

This license is the property of the Executive Director of Contractors, not transferable, and shall be returned to the Executive Director upon demand when suspended, revoked, or invalidated for any reason. It becomes void if not renewed on or before the expiration date.

[Signature]
Signature of RME
RME #

[Signature]
Signature of LICENSEE
License # 7940

GRT # 399204

Certificate # C-0618-0667

Issued: July 3, 2018

Expires: June 30, 2019



[Signature]

MARIAN CHRISTIAN
BOARD CHAIRWOMAN



[Signature]

EDUARDO R. ORDONEZ
EXECUTIVE DIRECTOR

2019

CONTRACTOR'S LICENSE

EDDIE BAZA CALVO
Governor of Guam

RAY TENORIO
Lt. Governor of Guam

Pursuant to the provisions of Chapter VII Title XI of the Government of Guam and the Rules and Regulations of the Contractors License Board, the Executive Director of Contractors hereby issues this license to:

Kalani Norton

RME For: NEXUS Environmental Group Guam

To engage in the business or act in the capacity of a contractor in the following classifications

B & C68 (Mold, Asbestos, Lead Remediation)

This license is the property of the Executive Director of Contractors, not transferable, and shall be returned to the Executive Director upon demand when suspended, revoked, or invalidated for any reason. It becomes void if not renewed on or before the expiration date.

[Signature]
Signature of RME
RME # 7941
Signature of LICENSEE
License #

GRT #

Certificate # R-0618-0668

Issued: July 3, 2018

Expires: June 30, 2019



[Signature]
MARIAN CHRISTIAN
BOARD CHAIRWOMAN

[Signature]
EDUARDO R. ORDONEZ
EXECUTIVE DIRECTOR



CERTIFICATE OF LIABILITY INSURANCE

UPDATED
INSURANCEDATE (MM/DD/YYYY)
08/20/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Bonding & Insurance Specialists Agency, Inc. In California, dba Bonds and Insurance Services, License #0795489 13841 Southwest Highway Orland Park IL 60462-1354		CONTACT NAME: Karen O'Connell PHONE (A/C, No, Ext): 708-598-5355 FAX (A/C, No): 708-598-6686 E-MAIL ADDRESS: koconnell@bisa-inc.com	
INSURED Nexus Environmental Group Guam 230 Kuumele Place Kailua HI 96734		INSURER(S) AFFORDING COVERAGE INSURER A: ARCH Specialty Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 21199	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> *Contractors Pollution Liability <input checked="" type="checkbox"/> Asbestos/Lead Ops GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	X	12 EMP 05615 02	08/24/18	08/24/19	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COM/PROP AGG \$ 5,000,000 *Per Claim \$ 5,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Contractors Professional Liability Claims Made Form			12 EMP 05615 02	08/24/18	08/24/19	\$5,000,000 - Aggregate \$1,000,000 - Per Occurrence

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

FOR INFORMATION

AND

BIDDING PURPOSES.

kao

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

03/14/2019

ALLIED PACIFIC ENVIRONMENTAL CONSULTING, INC. (APEC) 1000 KAGAN DRIVE, SUITE 100, AGANA, GUAM 96932

P.O. BOX 5091, AGANA, GUAM 96932 ; TEL: (671) 417-7310 ; FAX: (671) 417-7311 ; apc@guam.apec.com

March 14, 2019

Glen Angoco
Isla Trucking Services
(671) 687-2335
jtangoco.islatrucking@gmail.com

Project: Removal and Disposal of Asbestos Containing Materials (ACM) from GHURA Housing Units 12, 13, and 14, Dededo Guam

Subject: *Cost proposal for the removal and disposal of asbestos containing materials (ACM) from GHURA Housing Units 12, 13, and 14, Dededo Guam.*

Mr. Angoco:

Allied Pacific Environmental Consulting, Inc. (APEC) is pleased to submit this cost proposal for the removal and disposal of approximately 2,421 square feet of 12x12 vinyl floor tiles (VAT).

Scope of Work

The scope of work is based upon site walk conducted at the GHURA housing units in Dededo between Mr. Angoco and APEC personnel on March 14, 2019. Work will conform to applicable local and federal requirements.

Upon acceptance of this proposal, APEC will perform the following activities.

- 1) IH-approved Abatement Work Plans (WP) for ACM as required by OSHA.
- 2) IH-approved Health & Safety Plans (HASP) for ACM as required by OSHA.
- 3) Permitting and notifications for ACM abatement and disposal as required by GEPA.
- 4) Mobilization of labor and materials (PPE, tools, etc.).
- 5) Asbestos abatement supervisor and technicians with current training, certified CPR, First Aid, and medical certifications as required by OSHA.
- 6) Signage and barricading of regulated work areas as required by OSHA.
- 7) Area and personal air monitoring during ACM removal, as required by OSHA.
- 8) Removal and disposal of ACM in accordance with local and federal regulations.
- 9) Final cleanup and removal of equipment.
- 10) Submittal of performance updates, air monitoring results, and waste disposal (manifest) records.
- 11) Clearance documentation for ACM removal performed by certified personnel.

Assumptions

- 1) Site access will be facilitated.
- 2) Power and water will be available onsite.
- 3) Client will pay Gross Receipt Tax.
- 4) Areas to be abated will be done as specified in *IHP Bulk Sampling Report – Floor Tiles/Mastic & Window Caulking – GHURA Housing Units 12, 13, and 14, Dededo, Guam.*
- 5) All untrained personnel not involved with abatement process will be prohibited from entering abatement area until clearance is given.
- 6) No more than 2,421 square feet will be abated.
- 7) No negative air machine and associated ducting is required.
- 8) Double tile is expected in units 12 & 13.
- 9) Client will ensure all floor space to be abated and surrounding areas will be completely cleared prior to APEC's arrival.
- 10) If performance and payments bonds are required, an additional 5% cost will be added.
- 11) All ACM waste will be disposed of at a USEPA approved off-island facility.
- 12) If substrate beneath tile becomes compromised to the extent requiring special protocols to abate the area, client will be notified and a cost will be assessed accordingly.

Project Schedule

The following project schedule represents work days (Monday - Sunday) and is approximate:

- | | |
|--|---------|
| 1) Contract Award | Day 00 |
| 2) Permits, notifications, project documents (WP & HASP) | Day 07 |
| 3) Review and approval of project plans by client | Unknown |
| 4) Completion of ACM abatement | Day 15 |

Cost

The cost for completion of the aforementioned scope of work is \$24,925.68.

Cost includes the required labor, supervision, \$5 million General Liability and Pollution Liability insurance coverage, clearance and air monitoring, and ACM disposal.

Terms

Price quote is valid for 30 days. Payment is due within 30 days of invoice date. 1.5% per month interest will be applied to balances past 30 days due.

APEC appreciates the opportunity to present this cost proposal to your firm and looks forward to completing this project. Please contact me at 477-7310/12, fax at 477-7311, or e-mail at apecguam@guam.net should you require additional information.

Sincerely,



C. Thomas Polevich
Allied Pacific Environmental Consulting, Inc.

Please note: This document may contain information that is legally confidential. Information is intended solely for the individual or entity named above and access by anyone else is unauthorized. Any disclosure, copying, distribution, or use of the contents of this information is prohibited and may be unlawful.

- Please provide signature and date below and fax a copy to APEC (671-477-7311) to indicate acceptance of this proposal.

Authorized Signature

Date



INDUSTRIAL HYGIENE PROFESSIONALS, INC.

P.O. Box 5086 • Hagatna, Guam 96932 • E-Mail: jmfihp@guam.net • Tel/Fax: (671) 734-0749 • Cel: (671) 688-1447

March 12, 2019

Glen Angoco
Isla Trucking Services
(671) 687-2335
jtangoco.islatrucking@gmail.com

Re: TCLP-Metals Results – Composite Concrete and Wood Wastes – GHURA Housing Units 12, 13, and 14, Dededo

Mr. Angoco:

Attached are the laboratory results for the analysis of the composite concrete and wood wastes from GHURA Housing Units 12, 13, and 14, Dededo. Various materials are assumed to be coated with lead-based paint (LBP) and may therefore be regulated as hazardous waste when disposed. As requested by Isla Trucking Services personnel, one representative (composite) sample of the concrete and wood waste streams were collected per structure. Samples were collected on February 14, 2019.

The samples were sent off-island with a chain-of-custody form to a laboratory accredited by the Environmental Protection Agency (EPA) and the National Environmental Laboratory Accreditation Conference (NELAC) for analysis via the Toxicity Characteristic Leaching Procedure (TCLP) for Arsenic (As), Barium (Ba), Cadmium (Cd), Chromium (Cr), Lead (Pb), Mercury (Hg), Selenium (Se), and Silver (Ag) as regulated by the U.S. Environmental Protection Agency in the Resource Conservation and Recovery Act (RCRA).

The laboratory report indicates that the samples and their associated wastes may be considered NON-RCRA-regulated waste. The results for all eight (8) metals were below regulatory limits as indicated on the laboratory analysis report. The wastes may therefore be disposed of as non-RCRA regulated waste (construction debris) in accordance with US EPA and local (Guam EPA) solid waste regulations.

Please see attached the laboratory report for details. Should you have any questions or concerns please feel free to contact me at the above numbers.

Sincerely,



Franco L. Quintans, CIH, CSP, OHST



Environmental Hazards Services, L.L.C.
7469 Whitepine Rd
Richmond, VA 23237
Telephone: 800.347.4010

RCRA 8 TCLP Analysis Report

Client: Industrial Hygiene Professionals
508 West O'Brien Drive
Hagatna GU, Guam 96910

Report Number: 19-02-02576

Received Date: 02/19/2019

Analyzed Date: 02/20/2019

Reported Date: 02/21/2019

Project/Test Address: Isla Trucking Units 12, 13, & 14; Dededo, Guam

Client Number:
201634

Fax Number:
671-989-0749

Laboratory Results

Lab Sample Number: 19-02-02576-001
Client Sample Number: 12-CW-01

Sample Description: Building Debris
Sample Weight (g): 100

Analyte	Result (mg/L)	Regulatory Limit (mg/L)	Reporting Limit (mg/L)	Narrative ID
Arsenic (As)	<0.050	5.0	0.050	
Barium (Ba)	0.55	100	0.050	
Cadmium (Cd)	<0.050	1.0	0.050	
Chromium (Cr)	<0.050	5.0	0.050	
Lead (Pb)	<0.050	5.0	0.050	
Mercury (Hg)	<0.0010	0.20	0.0010	
Selenium (Se)	<0.050	1.0	0.050	
Silver (Ag)	<0.050	5.0	0.050	

Environmental Hazards Services, L.L.C

Client Number: 201634

Report Number: 19-02-02576

Project/Test Address: Isla Trucking Units 12, 13, & 14; Dededo, Guam

Lab Sample Number:	19-02-02576-002	Sample Description:	Building Debris	
Client Sample Number:	13-CW-01	Sample Weight (g):	100	
Analyte	Result (mg/L)	Regulatory Limit (mg/L)	Reporting Limit (mg/L)	Narrative ID
Arsenic (As)	<0.050	5.0	0.050	
Barium (Ba)	0.57	100	0.050	
Cadmium (Cd)	<0.050	1.0	0.050	
Chromium (Cr)	<0.050	5.0	0.050	
Lead (Pb)	<0.050	5.0	0.050	
Mercury (Hg)	<0.0010	0.20	0.0010	
Selenium (Se)	<0.050	1.0	0.050	
Silver (Ag)	<0.050	5.0	0.050	

Lab Sample Number:	19-02-02576-003	Sample Description:	Building Debris	
Client Sample Number:	14-CW-01	Sample Weight (g):	100	
Analyte	Result (mg/L)	Regulatory Limit (mg/L)	Reporting Limit (mg/L)	Narrative ID
Arsenic (As)	<0.050	5.0	0.050	
Barium (Ba)	0.47	100	0.050	
Cadmium (Cd)	<0.050	1.0	0.050	
Chromium (Cr)	<0.050	5.0	0.050	
Lead (Pb)	0.75	5.0	0.050	
Mercury (Hg)	<0.0010	0.20	0.0010	
Selenium (Se)	<0.050	1.0	0.050	
Silver (Ag)	<0.050	5.0	0.050	

Environmental Hazards Services, L.L.C

Client Number: 201634

Report Number: 19-02-02576

Project/Test Address: Isla Trucking Units 12, 13, & 14; Dededo, Guam

Methods: Mercury (Hg): EPA SW846 1311/7470A
All other metals: EPA SW846 1311/3010A/6010D

Analyst: Theresa Nicholson

Reviewed By Authorized Signatory:

Melissa Kanode

Missy Kanode

QA/QC Clerk

Method EPA SW846 1311 recommends 100g for analysis.

The condition of the samples analyzed was acceptable upon receipt per laboratory protocol unless otherwise noted on this report. All internal quality control requirements associated with the batch were met, unless otherwise noted. Results represent the analysis of samples submitted by the client. Sample location, description, area, volume, etc., was provided by the client. This report cannot be used by the client to claim product endorsement by NVLAP or any agency of the U.S. Government. This report shall not be reproduced except in full, without the written consent of the Environmental Hazards Service, L.L.C. California Certification #2319 NY ELAP #11714.

Legend	g = gram	ppm = parts per million	mg/L = milligrams per liter
--------	----------	-------------------------	-----------------------------



Laboratories™

Environmental Hazards Services, LLC

Metals Chain-of-Custody Form

SHIP TO: 7469 Whitepine Rd. Richmond, VA 23237
 Phone: (800) 347-4010 FAX: (804) 275-4907
 ONLINE CLIENT PORTAL AVAILABLE FOR ANALYSIS RESULTS AT:
www.leadlab.com

19-02-02576



Due Date:
 02/22/2019
 (Friday)
 AE

Company Name: INDUSTRIAL HYGIENE PROFESSIONALS, INC. Account Number: 201634
 Address: 508 W. O'BRIEN DRIVE City/State/Zip: HAGATNA, GU, 96910
 Phone: (671) 734-0749 Email: INFO@IHPGUAM.COM Fax: (671) 989-0749
 Project Name / Testing Address: ISLA TRUCKING - UNITS 12, 13, & 14 City/State (Required): DEDEDO, GUAM
 Collected by: FRANCO L. QUINTANS, CH Certification Number: 10802 P.O. #:

TURN AROUND TIMES: IF NO TAT IS SPECIFIED, SAMPLE(S) WILL BE PROCESSED AND CHARGED AS 3 - DAY TAT.

No.	Client Sample ID	Collection Date Time	METALS				OTHER METALS				PARTICULATES				AIR			Comments	
			Pb TCAP	TCAP RCRA 8	RCRA 8 Total Metals	Toxic Metal Profile	Welding Fume Profile	Total Nuisance Dust	Respirable Dust	TSP Gravimetric	TSP Pb	PM-10	Total Time (minutes)	Flow Rate (L/min)	Volume (Total Liters)				
1	12-CN-01	2/14/19 A.M. / P.M.																	
2	13-CN-01	2/14/19 A.M. / P.M.																	CONCRETE AND WOOD WASTE
3	14-CN-01	2/14/19 A.M. / P.M.																	CONCRETE AND WOOD WASTE
4		A.M. / P.M.																	CONCRETE AND WOOD WASTE
5		A.M. / P.M.																	
6		A.M. / P.M.																	
7		A.M. / P.M.																	
8		A.M. / P.M.																	
9		A.M. / P.M.																	
10		A.M. / P.M.																	

1 Day 2 Day 5 Day Weekend - Must Call Ahead

Signature: LEANEDE CABRETA Signature: TSONE



March 12, 2019

Glen Angoco
Isla Trucking Services
(671) 687-2335
jtangoco.islatrucking@gmail.com

Re: Bulk Sampling Report – Floor Tiles/Mastic & Window Caulking – GHURA Housing Units 12, 13, and 14, Dededo, Guam

Dear Mr. Angoco:

Attached are the results of the laboratory analysis for asbestos in the bulk samples of floor tiles/mastic and window caulking collected from GHURA Housing Units 12, 13, and 14 on February 14, 2019. Representative samples of the suspect materials were collected by an EPA-accredited Asbestos Building Inspector and sent with a chain-of-custody form to a laboratory accredited by the American Industrial Hygiene Association (AIHA) for analysis by polarized light microscopy (PLM).

Samples containing greater than one percent (> 1%) asbestos are regulated as asbestos-containing materials (ACM). **The results indicate that asbestos is present in the Floor Tiles/Mastics of each tested unit. Asbestos was not detected in any other sampled materials. A summary of the ACM are provided below:**

Table 1. Summary of Asbestos-containing Materials – Units 12, 13, & 14 – February 14, 2019

Sample ID	Material Description	Asbestos Content	Location	Approximate Quantity
12-FT-01*	Brown Floor Tile/Black Mastic	≤0.25% Chrysotile	Unit 12 – Bathroom	38 ft ²
12-FT-02	Light Green Tile/Black Mastic	3%-4% Chrysotile	Unit 12 – Living Room, Kitchen, Hallway	515 ft ²
12-FT-03	Light Green Tile/Black Mastic	3%-4% Chrysotile	Unit 12 – Bedrooms 1, 2, 3	414 ft ²
13-FT-01	Beige Tile/Black Mastic	2% Chrysotile	Unit 13 – Bedrooms & Bathroom	454 ft ²
13-FT-02	Beige Tile/Black Mastic	3%-4% Chrysotile	Unit 13 – Living Room, Kitchen, Hallway	550 ft ²
14-FT-02	Tan Tile/Black Mastic	4% Chrysotile	Unit 14 - Living Room, Kitchen, Hallway	450 ft ²

*Contains only traces of asbestos, recommended to be treated as ACM

Please see complete laboratory results and chain of custody form for more details.

Materials regulated as ACM should be removed in accordance with the EPA NESHAP regulations prior to renovation/demolition activities which will disturb those materials. A qualified asbestos abatement contractor should be selected to perform any removal/disposal and or disturbance of ACM in accordance with the OSHA asbestos standard for construction (29 CFR 1926.1101) and all other applicable OSHA/EPA regulations. An independent Certified Industrial Hygienist (CIH) should be contracted to prepare the abatement plan, direct air monitoring, and provide final clearance certification upon completion of abatement work. Notification of the Guam EPA is required five (5) days prior to the start of removal of non-friable materials. Asbestos waste generated from the removal must be disposed of at an EPA-approved

landfill (off-island).

Should you have any questions or concerns please feel free to contact me at the above numbers.

Sincerely,



Franco L. Quintans, CIH, CSP, OHST



Environmental Hazards Services, L.L.C.
7469 Whitepine Rd
Richmond, VA 23237
Telephone: 800.347.4010

Asbestos Bulk Analysis Report

Client: Industrial Hygiene Professionals
508 West O'Brien Drive
Hagatna GU, Guam 96910

Report Number: 19-02-02570

Received Date: 02/19/2019
Analyzed Date: 02/20/2019
Reported Date: 02/21/2019

Project/Test Address: Isla Trucking; Units 12, 13 & 14; Dededo, Guam

Client Number:
201634

Fax Number:
671-989-0749

Laboratory Results

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
19-02-02570-001A	12-FT-01	Tile	Brown Vinyl; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-001B	12-FT-01	Mastic	Yellow/Black Adhesive; Inhomogeneous	Trace <1% Chrysotile	100% Non-Fibrous
Total Asbestos: Trace <1%					
Unable to cleanly separate materials					
19-02-02570-002A	12-FT-02	Tile I	Brown Vinyl; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-002B	12-FT-02	Mastic I	Yellow Adhesive; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-002C	12-FT-02	Tile II	Light Green Vinyl; Homogeneous	3% Chrysotile	97% Non-Fibrous
Total Asbestos: 3%					

Environmental Hazards Services, L.L.C

Client Number: 201634

Report Number: 19-02-02570

Project/Test Address: Isla Trucking; Units 12, 13 & 14; Dededo,
Guam

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
19-02-02570-002D	12-FT-02	Mastic II	Black Adhesive; Homogeneous	4% Chrysotile	96% Non-Fibrous
Total Asbestos: 4%					
19-02-02570-003A	12-FT-03	Tile I	Brown Vinyl; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-003B	12-FT-03	Mastic I	Yellow Adhesive; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-003C	12-FT-03	Tile II	Light Green Vinyl; Homogeneous	3% Chrysotile	97% Non-Fibrous
Total Asbestos: 3%					
19-02-02570-003D	12-FT-03	Mastic II	Black Adhesive; Homogeneous	4% Chrysotile	96% Non-Fibrous
Total Asbestos: 4%					
19-02-02570-004A	13-FT-01	Tile I	Brown Vinyl; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-004B	13-FT-01	Mastic I	Yellow Adhesive; Homogeneous	NAD	2% Cellulose 98% Non-Fibrous
19-02-02570-004C	13-FT-01	Tile II	Beige Vinyl; Homogeneous	NAD	100% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 201634

Report Number: 19-02-02570

Project/Test Address: Isla Trucking; Units 12, 13 & 14; Dededo,
Guam

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
19-02-02570-004D	13-FT-01	Mastic II	Yellow/Black Adhesive; Inhomogeneous	2% Chrysotile	98% Non-Fibrous
Total Asbestos: 2%					
Unable to cleanly separate materials					
19-02-02570-005A	13-FT-02	Tile I	Brown Vinyl; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-005B	13-FT-02	Mastic I	Yellow Adhesive; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-005C	13-FT-02	Tile II	Beige Vinyl; Homogeneous	3% Chrysotile	97% Non-Fibrous
Total Asbestos: 3%					
19-02-02570-005D	13-FT-02	Mastic II	Black Adhesive; Homogeneous	4% Chrysotile	96% Non-Fibrous
Total Asbestos: 4%					
19-02-02570-006	13-WC-01		Gray Pliable; Tan Paint- Like; Inhomogeneous	NAD	100% Non-Fibrous
19-02-02570-007A	14-FT-01	Tile	Tan Vinyl; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-007B	14-FT-01	Mastic	Orange Adhesive; Homogeneous	NAD	2% Cellulose 98% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 201634
 Project/Test Address: Isla Trucking; Units 12, 13 & 14; Dededo,
 Guam

Report Number: 19-02-02570

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
19-02-02570-008A	14-FT-02	Tile	Tan Vinyl; Homogeneous	NAD	100% Non-Fibrous
19-02-02570-008B	14-FT-02	Mastic	Brown/Black Adhesive; Inhomogeneous	4% Chrysotile	96% Non-Fibrous
				Total Asbestos: 4%	
Unable to cleanly separate materials					
19-02-02570-009	14-WC-01		White Pliable; Homogeneous	NAD	100% Non-Fibrous

QC Sample: 28-M12010-2
 QC Blank: SRM 1866 Fiberglass
 Reporting Limit: 1% Asbestos
 Method: EPA Method 600/R-93/116, EPA Method 600/M4-82-020
 Analyst: Kathy Fletcher

Reviewed By Authorized Signatory:



Tasha Eaddy
 QA/QC Clerk

The condition of the samples analyzed was acceptable upon receipt per laboratory protocol unless otherwise noted on this report. Each distinct component in an inhomogeneous sample was analyzed separately and reported as a composite. Results represent the analysis of samples submitted by the client. Sample location, description, area, volume, etc., was provided by the client. This report cannot be used by the client to claim product endorsement by NVLAP or any agency of the U.S. Government. This report shall not be reproduced except in full, without the written consent of the Environmental Hazards Service, L.L.C. California Certification #2319 NY ELAP #11714 NVLAP #101882-0 VELAP 460172. All information concerning sampling location, date, and time can be found on Chain-of-Custody. Environmental Hazards Services, L.L.C. does not perform any sample collection.

Environmental Hazards Services, L.L.C. recommends reanalysis by point count (for more accurate quantification) or Transmission Electron Microscopy (TEM), (for enhanced detection capabilities) for materials regulated by EPA NESHAP (National Emission Standards for Hazardous Air Pollutants) and found to contain less than ten percent (<10%) asbestos by polarized light microscopy (PLM). Both services are available for an additional fee.

400 Point Count Analysis, where noted, performed per EPA Method 600/R-93/116 with a Reporting Limit of 0.25%.

* All California samples analyzed by Polarized Light Microscopy, EPA Method 600/M4-82-020, Dec. 1982.

LEGEND: NAD = no asbestos detected



EHS
Laboratories

Environmental Hazards Services, LLC

Asbestos Chain-of-Custody Form

SHIP TO: 7469 Whitepine Rd. Richmond, VA 23237

Phone: (800) 347-4010 FAX: (804) 275-4907

ONLINE CLIENT PORTAL AVAILABLE FOR ANALYSIS RESULTS AT:

www.leadlab.com

19-02-02570



Due Date:

02/21/2019

(Thursday)

AE

Account Number:

HAGATNA, GU 96910

Company Name: 508 WEST O'BRIEN DRIVE

City/State/Zip:

Phone #: (671) 734-0749

Email:

INFO@JHPGUAM.COM

Fax:

(671) 989-0749

Project Name / Testing Address:

Isla Trucking - Units 12, 13 & 14

City/State (Required):

Dededo, Guam

Collected by:

Leanade Cabrera

P.O. #

TURN AROUND TIMES: IF NO TAT IS SPECIFIED, SAMPLE(S) WILL BE PROCESSED AND CHARGED AS 3 - DAY TAT.

No.	Client Sample ID	HA Area #	Collection		PLM	* Same Day - Must Call Ahead			* Weekend - Must Call Ahead	Comments
			Date	Time		2 Day	3 Day	PLM Point Count		
1	12-FT-01	A	02/14/19		✓					Floor Tile/Mastic- Bathroom- Brown 1 Layer- 38sf
2	12-FT-02	B	02/14/19		✓					Floor Tile/Mastic- Living Room, Kitchen, Hallway- 515sf
3	12-FT-03	B	02/14/19		✓					Floor Tile/Mastic- Bedrooms 1, 2, 3- 414sf
4	13-FT-01	C	02/14/19		✓					Floor Tile/Mastic- Bedroom 1, 2, 3, Bathroom- 454sf
5	13-FT-02	C	02/14/19		✓					Floor Tile/Mastic- Hallway, Kitchen, Living Room- 550sf
6	13-WC-01	D	02/14/19		✓					Window Caulking - Bedroom - Typical
7	14-FT-01	E	02/14/19		✓					Floor Tile/Mastic- Bedroom- 1 Layer - 261sf
8	14-FT-02	E	02/14/19		✓					Floor Tile/Mastic- Kitchen, Living Room, Hallway- 450sf
9	14-WC-01	F	02/14/19		✓					Window Caulking - Bedroom - Typical
10										

Released by: *Leanade Cabrera*

Received by: *Shirley*

Signature: *Shirley*

Signature: *Leanade*

Date/Time: 02/14/19 14:30

Date/Time: 2/19/19 1:40 PM



Environmental Hazards Services, L.L.C.
7469 Whitepine Rd
Richmond, VA 23237
Telephone: 800.347.4010

Asbestos 400 Point Count Analysis Report

Client: Industrial Hygiene Professionals
508 West O'Brien Drive
Hagatna GU, Guam 96910

Report Number: 19-03-00180

Received Date: 02/19/2019
Analyzed Date: 03/06/2019
Reported Date: 03/07/2019

Project/Test Address: Isla Trucking; Units 12, 13 & 14; Dededo, Guam; EHS# 19-02-02570

Client Number:
201634

Fax Number:
671-989-0749

Laboratory Results

Lab Sample Number	Client Sample Number	Lab Gross Description	% Asbestos	Narrative ID
19-03-00180-001	12-FT-01 (B) Mastic	Yellow/Black Adhesive	<0.25 % Chrysotile	A12

Sample Narratives:

A12: Chrysotile fibers observed but did not fall under any counted points.

Reporting Limit: 0.25 % Asbestos

Method: EPA Method 600/R-93/116, EPA Method 600/M4-82-020

Analyst: Kathy Fletcher

Reviewed By Authorized Signatory:

Tasha Eaddy
QA/QC Clerk

The condition of the samples analyzed was acceptable upon receipt per laboratory protocol unless otherwise noted on this report. Results represent the analysis of samples submitted by the client. Sample location, description, area, volume, etc., was provided by the client. This report cannot be used by the client to claim product endorsement by NVLAP or any agency of the U.S. Government. This report shall not be reproduced except in full, without the written consent of the Environmental Hazards Service, L.L.C. California Certification #2319 NY ELAP #11714 NVLAP #101882-0 VELAP 460172.

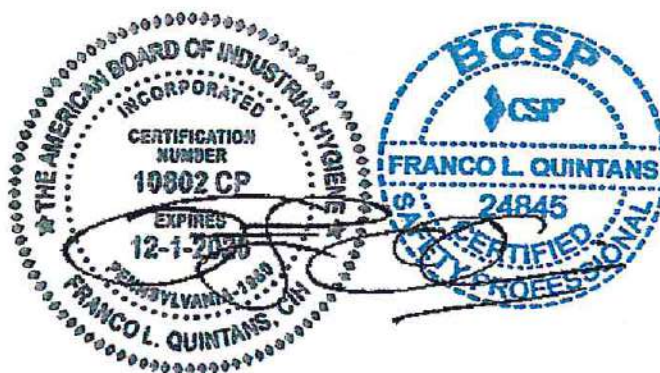
LEGEND NAD = No Asbestos Detected

PESTICIDE SAMPLING REPORT

Units 12, 13, and 14, Dededo

Sampling Dates: February 14, 2019

Report Prepared: March 12, 2019



Prepared For:

Isla Trucking Services
J A CAMCHO STREET
Mongmong, Guam 96910
Tel: (671) 687-2335



Prepared By:

Industrial Hygiene Professionals, Inc.
508 West O'Brien Drive
Hagåtña, Guam 96910
Tel: (671) 734-0749

INTRODUCTION

On February 14, 2019 Industrial Hygiene Professionals, Inc. (IHP) was contracted by the Isla Trucking Services to conduct soil sampling of the surfaces soil at GHURA Housing Units 12, 13 and 14, Dededo. The purpose of the sampling was to determine the presence and concentrations of various pesticides in the surface soils surround the units.

METHODS

Composite samples, each consisting of four (4) sub-samples, of the soils were collected along each side of the housing structures. Sub-samples were collected no more than one foot (1') from each side of the structure at a depth of approximately 6 inches (6"). The composite samples were placed into clean sampling containers for shipment to the analytical laboratory.

Samples were analyzed via SW846 8081B for Chlordane by a laboratory (Schneider Laboratories, Inc., Richmond, VA) accredited by the American Industrial Hygiene Association (AIHA) and the National Environmental Laboratories Accreditation Conference (NELAC). The laboratory applied all required laboratory calibration and quality control procedures specified by the method.

RESULTS

The results were compared to the EPA Region 9 Regional Screening Level (RSL) for Industrial Soils for Chlordane. Results show that Chlordane concentration of the composite sample is below the RSL for Industrial Soils for Chlordane. A summary of the results are as follows.

Table 1. Results – Chlordane – Isla Trucking – GHURA Units 12, 13, & 14, Dededo

Sample ID	Sample Description	Analyte	Result (µg/kg)	EPA Region 9 RSL for Residential Soils (µg/kg)
12-01	4pt. Composite Sample – Unit 12	Chlordane	15200	1700
13-01	4pt. Composite Sample – Unit 13	Chlordane	1630	
14-01	4pt. Composite Sample – Unit 14	Chlordane	3810	

Please see attached the complete laboratory report and chain-of-custody form for more details.

CONCLUSIONS AND RECOMMENDATIONS

Based on the laboratory results, chlordane is present on the surface soils in all three units sampled. Disturbance of soils with pesticides concentrations above the EPA Region 9 RSLs may result in adverse health effects. As such, disturbance of such soils should be performed in accordance with an approved pesticides worker protection plan which outlines the engineering controls, personal protection equipment (PPE), air monitoring, and other details to reduce and/or eliminate exposure and environmental contamination.

REFERENCE

1. **U.S. Environmental Protection Agency.** *Regional Screening Levels (Formerly PRGs): Screening Levels of Chemical Contaminants.* <http://www.epa.gov/region9/superfund/prg/>. Updated November 2018.



Analysis Report

Schneider Laboratories Global, Inc

2512 W. Cary Street • Richmond, Virginia • 23220-5117
804-353-6778 • 800-785-LABS (5227) • Fax 804-359-1475

Customer: Industrial Hygiene Professionals, Inc. (2755)
Address: P. O. Box 5086
Hagatna, GU 96913

Order #: 301264

Attn:

Project: Isla Trucking
Location: Units 12, 13, & 14, Dededo
Number:

Matrix Soil
Received 02/18/19
Reported 02/25/19

PO Number: Pesticides

Sample ID	Cust. Sample ID	Location	Method	Result	RL*	Units	Analysis Date	Analyst
301264-001	12-01	4-Pt. Comp Sample-Unit 12						
Semi-volatile Organic Compounds - Pesticides								
4,4'-DDD		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
4,4'-DDE		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
4,4'-DDT		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
a-Chlordane		SW846 8081B		6530	445	µg/kg	02/25/19	BRW
Aldrin		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
alpha-BHC		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
beta-BHC		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Chlordane		SW846 8081B		15200	890	µg/kg	02/25/19	BRW
delta-BHC		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Dieldrin		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Endosulfan I		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Endosulfan II		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Endosulfan sulfate		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Endrin		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Endrin aldehyde		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Endrin ketone		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
gamma-BHC (Lindane)		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
g-Chlordane		SW846 8081B		8650	445	µg/kg	02/25/19	BRW
Heptachlor		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Heptachlor epoxide		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Methoxychlor		SW846 8081B		<445	445	µg/kg	02/25/19	BRW
Pesticides - Surrogate Recoveries								
DCB		D						
TCMX		D						
301264-002	13-01	4-Pt. Comp Sample-Unit 13						
Semi-volatile Organic Compounds - Pesticides								
4,4'-DDD		SW846 8081B		<37.6	37.5	µg/kg	02/25/19	BRW
4,4'-DDE		SW846 8081B		<37.6	37.5	µg/kg	02/25/19	BRW

All internal QC parameters were met. Unusual sample conditions, if any, are described. Surrogate Spike results designated with "D" indicate that the analyte was diluted out. "MI" indicates matrix interference. Concentration and *Reporting Limit (RL) based on areas provided by client. Values are reported to three significant figures. Solid PPM = mg/kg | PPB = µg/kg and Water PPM = mg/L | PPB = µg/L. The test results reported relate only to the samples submitted.



Analysis Report

Schneider Laboratories Global, Inc

2512 W. Cary Street • Richmond, Virginia • 23220-5117
804-353-6778 • 800-785-LABS (5227) • Fax 804-359-1475

Customer: Industrial Hygiene Professionals, Inc. (2755)
Address: P. O. Box 5086
Hagatna, GU 96913

Order #: 301264

Matrix Soil
Received 02/18/19
Reported 02/25/19

Attn:
Project: Isla Trucking
Location: Units 12, 13, & 14, Dededo
Number:

PO Number: Pesticides

Sample ID	Cust. Sample ID	Location	Result	RL*	Units	Analysis Date	Analyst
Parameter		Method					
301264-002	13-01	4-Pt. Comp Sample-Unit 13					
4,4'-DDT		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
a-Chlordane		SW846 8081B	895	37.5	µg/kg	02/25/19	BRW
Aldrin		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
alpha-BHC		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
beta-BHC		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Chlordane		SW846 8081B	1630	75.1	µg/kg	02/25/19	BRW
delta-BHC		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Dieldrin		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Endosulfan I		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Endosulfan II		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Endosulfan sulfate		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Endrin		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Endrin aldehyde		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Endrin ketone		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
gamma-BHC (Lindane)		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
g-Chlordane		SW846 8081B	731	37.5	µg/kg	02/25/19	BRW
Heptachlor		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Heptachlor epoxide		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Methoxychlor		SW846 8081B	<37.6	37.5	µg/kg	02/25/19	BRW
Pesticides - Surrogate Recoveries							
DCB		D					
TCMX		D					
301264-003	14-01	4-Pt. Comp Sample-Unit 14					
Semi-volatile Organic Compounds - Pesticides							
4,4'-DDD		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
4,4'-DDE		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
4,4'-DDT		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
a-Chlordane		SW846 8081B	2280	38.3	µg/kg	02/25/19	BRW

All internal QC parameters were met. Unusual sample conditions, if any, are described. Surrogate Spike results designated with "D" indicate that the analyte was diluted out. "MI" indicates matrix interference. Concentration and *Reporting Limit (RL) based on areas provided by client. Values are reported to three significant figures. Solid PPM = mg/kg | PPB = µg/kg and Water PPM = mg/L | PPB = µg/L. The test results reported relate only to the samples submitted.



Analysis Report

Schneider Laboratories Global, Inc

2512 W. Cary Street • Richmond, Virginia • 23220-5117
804-353-6778 • 800-785-LABS (5227) • Fax 804-359-1475

Customer: Industrial Hygiene Professionals, Inc. (2755)
Address: P. O. Box 5086
Hagatna, GU 96913

Order #: 301264

Matrix: Soil
Received: 02/18/19
Reported: 02/25/19

Attn:

Project: Isla Trucking
Location: Units 12, 13, & 14, Dededo
Number:

PO Number: Pesticides

Sample ID	Cust. Sample ID	Location	Result	RL*	Units	Analysis Date	Analyst
Parameter		Method					
301264-003	14-01	4-Pt. Comp Sample-Unit 14					
Aldrin		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
alpha-BHC		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
beta-BHC		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Chlordane		SW846 8081B	3810	76.5	µg/kg	02/25/19	BRW
delta-BHC		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Dieldrin		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Endosulfan I		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Endosulfan II		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Endosulfan sulfate		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Endrin		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Endrin aldehyde		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Endrin ketone		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
gamma-BHC (Lindane)		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
g-Chlordane		SW846 8081B	1530	38.3	µg/kg	02/25/19	BRW
Heptachlor		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Heptachlor epoxide		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW
Methoxychlor		SW846 8081B	<38.3	38.3	µg/kg	02/25/19	BRW

MS and Duplicate failure due to high concentration of analytes.

Pesticides - Surrogate Recoveries

DCB D

TCMX D

301264-02/25/19 02:49 PM

Reviewed By: *Ahmed Elnasseh*
Analyst

All internal QC parameters were met. Unusual sample conditions, if any, are described. Surrogate Spike results designated with "D" indicate that the analyte was diluted out. "MI" indicates matrix interference. Concentration and *Reporting Limit (RL) based on areas provided by client. Values are reported to three significant figures. Solid PPM = mg/kg | PPB = µg/kg and Water PPM = mg/L | PPB = µg/L. The test results reported relate only to the samples submitted.



Analysis Report

Schneider Laboratories Global, Inc

2512 W. Cary Street • Richmond, Virginia • 23220-5117
804-353-6778 • 800-785-LABS (5227) • Fax 804-359-1475

Customer: Industrial Hygiene Professionals, Inc. (2755)
Address: P. O. Box 5086
Hagatna, GU 96913

Order #: 301264

Matrix Soil
Received 02/18/19
Reported 02/25/19

Attn:

Project: Isla Trucking
Location: Units 12, 13, & 14, Dededo
Number:

PO Number: Pesticides

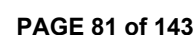
Sample ID	Cust. Sample ID	Location	Result	RL*	Units	Analysis Date	Analyst
Parameter		Method					

State Certifications

Method	Parameter	Guam	Virginia
SW846 8081B	4,4'-DDD	No state cert. necessary	VELAP Certified
SW846 8081B	4,4'-DDE	No state cert. necessary	VELAP Certified
SW846 8081B	4,4'-DDT	No state cert. necessary	VELAP Certified
SW846 8081B	a-Chlordane	No state cert. necessary	VELAP Certified
SW846 8081B	Aldrin	No state cert. necessary	VELAP Certified
SW846 8081B	alpha-BHC	No state cert. necessary	VELAP Certified
SW846 8081B	beta-BHC	No state cert. necessary	VELAP Certified
SW846 8081B	Chlordane	No state cert. necessary	VELAP Certified
SW846 8081B	delta-BHC	No state cert. necessary	VELAP Certified
SW846 8081B	Dieldrin	No state cert. necessary	VELAP Certified
SW846 8081B	Endosulfan I	No state cert. necessary	VELAP Certified
SW846 8081B	Endosulfan II	No state cert. necessary	VELAP Certified
SW846 8081B	Endosulfan sulfate	No state cert. necessary	VELAP Certified
SW846 8081B	Endrin	No state cert. necessary	VELAP Certified
SW846 8081B	Endrin aldehyde	No state cert. necessary	VELAP Certified
SW846 8081B	Endrin ketone	No state cert. necessary	VELAP Certified
SW846 8081B	gamma-BHC (Lindane)	No state cert. necessary	VELAP Certified
SW846 8081B	g-Chlordane	No state cert. necessary	VELAP Certified
SW846 8081B	Heptachlor	No state cert. necessary	VELAP Certified
SW846 8081B	Heptachlor epoxide	No state cert. necessary	VELAP Certified
SW846 8081B	Methoxychlor	No state cert. necessary	VELAP Certified

State	Certificate Number
Virginia	VELAP 10040

All internal QC parameters were met. Unusual sample conditions, if any, are described. Surrogate Spike results designated with "D" indicate that the analyte was diluted out. "MI" indicates matrix interference. Concentration and *Reporting Limit (RL) based on areas provided by client. Values are reported to three significant figures. Solid PPM = mg/kg | PPB = µg/kg and Water PPM = mg/L | PPB = µg/L. The test results reported relate only to the samples submitted.



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. FY2019-012

Moved by: JOSEPH LEON GUERRERO Seconded by: GEORGE PEREDA
**RESOLUTION APPROVING ABOVE-STEP RECRUITMENT FOR THE
ACCOUNTANT III POSITION**

WHEREAS, Under the enabling legislation of the Authority, Title 12 §5103 GCA, its Board of Commissioners is empowered “to employ officers, technical experts, agents and employees, permanent and temporary as it may deem necessary; and shall determine their qualifications, duties, tenure and compensation...”; and

WHEREAS, Title 4 of the Guam Code Annotated, “...The appointing authority, or the head of an agency, department or public corporation listed in 4 GCA, §4105(a) may petition the Director of Administration, the Judicial Council (as to Judicial Branch employment) or the agency, department or public corporation’s governing board or commission (as to an agency, department or public corporation listed in 4GCA §4105(a)) for recruitment at a higher step not to exceed Step 10, because of documented difficulty or exceptional qualifications.....”; and

WHEREAS, Mr. Jared Andrada submitted his request to Executive Management requesting to petition the GHURA Board of Commissioners for an above the minimum step recruitment for the position of Accountant III based on exceptional qualifications; and

WHEREAS, Mr. Andrada’s exceptional qualifications for the Accountant III position consists of the following:

- Undergraduate degree – Bachelors in Business Administration in Accounting. University of Guam conferred 2015.
- Certified Public Accountant (CPA) - January 2017 – Certificate Number: 3089.
- Over one (1) year and eight (8) months of internal auditing with Ernst and Young as the “Assurance Staff II”.
- Over two (2) years of experience as an Accountant with Burger, Comer, Magliari, LLC.
- Worked closely as an intern for Burger, Comer and Magliari, LLC, who audited GHURA in 2015.
- Possesses “internal auditing” skills that will help minimize the Authority’s audit findings.
- With Mr. Andrada joining the fiscal team, GHURA expects him to improve the level of efficiency and effectiveness of the Fiscal Division.

WHEREAS, Management believes the compensation package of salary and benefits (i.e. retirement, holidays, annual/sick leave etc) is competitive with the private sector and respectfully requests an above step recruitment of Mr. Andrada, NG2-7(D), \$53,047.00 pa; \$25.50 phr; and

WHEREAS, the GHURA Board recognizes it has the discretionary authority to go below or beyond management's recommendations (i.e., **NG2-1(B)**, \$36,670.00 p/a; \$17.63 p/hr through **NG2-10(F)**, \$64,406.00 p/a; \$30.96 p/hr - maximum), but supports management's request for the above-step recruitment; and

WHEREAS, Funding for this position is available from COCC Funds; and be it further

RESOLVED, that in consideration of the applicant's exceptional knowledge and experience, the GHURA Board of Commissioners grants the above-step requirement for:

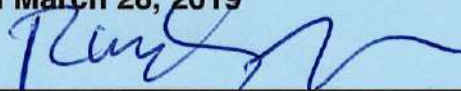
Mr. Jared Andrada, NG2-7(D), \$53,047.00 p/a; \$25.50 p/hr.

IN REGULAR BOARD MEETING, SINAJANA, GUAM – March 28, 2019

PASSED BY THE FOLLOWING VOTES:

AYES:	Thomas Borja, Joseph Leon Guerrero, Carl Dominguez, George Pereda
NAYES:	NONE
ABSENT:	Eliza Paulino
ABSTAINED:	NONE

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted by the Guam Housing and Urban Renewal Authority Board of Commissioners on March 28, 2019



RAY S. TOPASNA
Secretary / Executive Director



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. FY2019-013

MOVED BY: GEORGE PEREDA SECONDED BY: CARL DOMINGUEZ

Resolution Approving the Significant Amendment to the PHA 5-Year and Annual Plan (2014-2019) and to the Capital Fund Program Five-Year Action Plan (2018-2022).

WHEREAS, pursuant to Section 511 of the Quality Housing and Work Responsibility Act (QHWRA) of 1998, the Guam Housing and Urban Renewal Authority may amend or modify its Annual or Five-Year Plan;

WHEREAS, the PHA 5-Year and Annual Plan and Capital Fund Program Five- Year Action Plan are comprehensive guides to the Authority's policies, programs, operations, and strategies for meeting local housing needs and goals for implementation for the upcoming 5-years and upcoming fiscal year;

WHEREAS, the PHA considers a "Significant Amendment and Substantial Deviation/Modification" to a Plan as a discretionary change in the plan or policy of the Authority that fundamentally alters the mission, goals, objectives or plans of the Authority;

WHEREAS, the planned amendment is considered a significant amendment, as defined by the PHA;

WHEREAS, the goals and objectives of the 5-Year and Annual PHA Plan and Capital Fund Program (CFP) Five Year Action Plan is consistent with Guam's Five-Year Consolidated Plan, which identifies and prioritizes the housing and community development needs of Guam; and

WHEREAS, the Plans were prepared in accordance with the PHA Plan requirements of 24 CFR Part 903; now, therefore, be it

RESOLVED, that the Board of Commissioners of the Guam Housing and Urban Renewal Authority hereby approves the Significant Amendment to the PHA 5-Year and Annual Plan (2014-2019) and Capital Fund Program (CFP) Five-Year Action Plan (2018-2022).

IN REGULAR BOARD MEETING, SINAJANA, GUAM – March 28, 2019

PASSED BY THE FOLLOWING VOTES:

AYES: Thomas Borja, Carl Dominguez, George Pereda, Joseph Leon Guerrero

NAYES: NONE

ABSENT: Eliza Paulino

ABSTAINED: NONE

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted by the Guam Housing and Urban Renewal Authority Board of Commissioners on March 28, 2019



RAY S. TOPASNA

Secretary / Executive Director



SEAL

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Ray S. Topasna, the Executive Director of GHURA
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Guam Housing and Urban Renewal Authority
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of
Impediments (AI) to Fair Housing Choice of the

Government of Guam

Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI. Guam continues to have persons/households that are in need of housing assistance, the elderly, disabled, veteran families, families at risk of becoming homeless, low and moderate income families. The goals and objectives outlined in the PHA Plan to address affordable, decent, safe & sanitary homes are consistent with those in the Guam's Consolidated Plan housing needs. GHURA currently manages 750 public housing units, 49 elderly housing units and 2,582 Housing Choice Vouchers to assist in addressing the needs.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

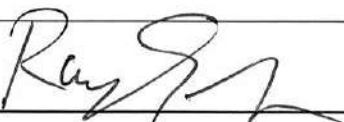
Name of Authorized Official

Title

Ray S. Topasna

Executive Director of GHURA

Signature



Date

4/2/19



Significant Amendment
to the
PHA 5-Year and Annual Plan (2014-2019)
and to the
Capital Fund Program Five-Year Action Plan
(2018-2022)

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
-----------------------------------	---	--

1.0	PHA Information PHA Name: <u>Guam Housing and Urban Renewal Authority</u> PHA Code: <u>GQ001</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2014</u>					
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>750</u> Number of HCV units: <u>2,515</u>					
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only Amendment					
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
	PHA 1:				PH	HCV
	PHA 2:					
	PHA 3:					
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.					
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The Guam Housing and Urban Renewal Authority (GHURA/the Authority) is Guam's Public Housing Agency (PHA). As its mission, GHURA is to promote the health, safety and welfare of its people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent and sanitary dwellings for low-income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement. (ref. GCA Title 12, Chapter 5, §5101(g)) On this foundation of the Authority's mission, low-, very-low-, and extremely-low income families in Guam will directly benefit from efforts to sustain or improve the physical condition of existing affordable housing stock and engagements to improve the socio-economic conditions of the defined populations. The Authority's aim is to ensure that families in need of assistance by the PHA are afforded the best available housing and community living opportunities.					

5.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>Synopsis:</p> <p>To serve the particular needs of low-, very-low, and extremely-low income families, GHURA will engage in:</p> <ol style="list-style-type: none"> 1. Activities to sustain the existing affordable housing stock <ol style="list-style-type: none"> a. Through maintenance, repair, and renovation b. Through participation in the Rental Assistance Demonstration Program (RAD) 2. Activities to increase the stock of affordable housing 3. The identification and engagement in neighborhood revitalization and stabilization activities, to <ol style="list-style-type: none"> a. Address the physical condition of challenged properties and b. Improve the socio-economic conditions of neighborhood residents <p>Goals:</p> <ol style="list-style-type: none"> 1. Increase the availability of decent, safe, and affordable housing and provide more choices in housing <ol style="list-style-type: none"> a. Apply for available funding to Housing Programs b. Maintain compliance with new criteria and requirements of the PHAS (Public Housing Assessment System) and SEMAP (the Section 8 Management Assessment Program) c. Pursue renovation and rehabilitation of Public Housing through the use of the Capital Fund Program d. Pursue alternative funding for renovation and rehabilitation of Public Housing <ol style="list-style-type: none"> i. Low Income Housing Tax Credit ii. Rental Assistance Demonstration Program e. Continue to administer the Housing Choice Voucher (HCV) Program <ol style="list-style-type: none"> i. Support voucher mobility ii. Provide outreach and education to potential landlords iii. Implement the Section 8 Homeownership Program iv. Conduct outreach to encourage participation in the Family Self Sufficiency Program v. Continue support of the Veterans Administration Supportive Housing (VASH) program vi. Continue partnership in the Family Unification Program (FUP) with the Dept. of Public Health and Social Services vii. Continue support of the Mainstream Program 2. Improve community quality of life and economic vitality <ol style="list-style-type: none"> a. Apply for available funding to Housing Programs b. Maintain compliance with new criteria and requirements of the PHAS (Public Housing Assessment System) and SEMAP (the Section 8 Management Assessment Program) c. Administer four Asset Management Property (AMP) sites <ol style="list-style-type: none"> i. Evaluate overall AMP site performance and the sustainability of current subsidy levels d. Assess measures and opportunities to de-concentrate poverty and promote mixed-income communities e. Increase security to PHA properties, with a focus on improving AMP site security <ol style="list-style-type: none"> i. Engage law enforcement in partnership to increase security to resident housing areas 3. Promote self-sufficiency and asset development of families and individuals <ol style="list-style-type: none"> a. Pursue sustained funding for the HCV Family Self-Sufficiency (FSS) Program, pursue new funding to secure FSS Program activities to Public Housing tenants, to sustain the PH ROSS (Rental Opportunities and Self-Sufficiency) Service Coordinator for elderly residents, and to sustain the Multi-family Service Coordinator services to the elderly residents of Guma' Trankilidat b. Promote employment opportunities for eligible and qualified residents under Section 3 of the HUD Act of 1968 and the Violence Against Women and Justice Department Reauthorization Act of 2005 c. Seek, support, and collaborate with the Guam Workforce Investment Board and other local organizations to promote employment options for eligible residents 4. Ensure equal opportunity in housing for families living in assisted housing <ol style="list-style-type: none"> a. Engage site management in continuing education on issues of equal housing opportunity and affirmatively furthering fair housing 5. Serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking <ol style="list-style-type: none"> a. Continue implementation of applicable provisions of the Violence Against Women Act (VAWA)
-----	--

PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

1. Approval of Fiscal Year 2014 Operating and Administrative Budget for the HCV Program
2. Approval of Fiscal Year 2014 Operating Budgets for Public Housing Asset Management Project sites all - Central, Southeast, Southwest, and Northern. (GQ-000001, GQ-000002, GQ-000003, and GQ-000004)
3. Green Physical Needs Assessment
4. Section 504 Assessment
5. Capital Fund 5-Year Plan (FFY 2014-2018)
6. Statement Defining Significant Amendment/Modification to the Capital Fund Program
7. HCVP Section 8 Admin Plan

- a. (April 2013) The GHURA Board of Commissioners approved changes designed to minimize the impact of the 2013 budget sequestration. Such changes included:
 - i. An amendment was added to change the occupancy standards to include 24 CFR 982.401(C)(d)(2)(ii), which states that a living room may be used as a sleeping space, but no more than two persons may occupy the space. The reason for the change is to minimize the impact of sequestration by decreasing the assistance amount per family as opposed to terminating families due to budget constraints.
 - ii. An amendment was added to change the requirement of a physical inspection of HQS deficiencies of failed units to allow GHURA to accept documentation such as receipts, photos, and certified statements from landlords via email, or fax that cited deficiencies have been corrected under failed HQS units. The amendment states that if the documentation as cited does not satisfy the requirement, the inspector may at his/her discretion require a physical re-inspection to verify that the deficiencies have been corrected.
 - iii. An amendment was added to include language that would allow GHURA the option to deny incoming portability due to the agency's inability to manage additional caseloads due to insufficient funding.
 - iv. An amendment was added to deny the addition of other "adult" members to the household during the term of the contract. Additions can only be made during annual re-examination.

8. Flat Rent Significant Amendment

The GUAM HOUSING AND URBAN RENEWAL AUTHORITY (GHURA) hereby amends its flat rent policies to comply with the statutory changes contained within, Public Law 113 – 76, the Fiscal Year 2014 Appropriation Act.

The GHURA will set the flat rental amount for each public housing unit that complies with the requirement that all flat rents be set at no less than 80 percent of the applicable Fair Market Rent (FMR) adjusted, if necessary, to account for reasonable utilities costs. The new flat rental amount will apply to all new program admissions effective June 1, 2014. For current program participants that pay the flat rental amount, the new flat rental amount will be offered, as well as the income-based rental amount, at the next annual rental option.

The GHURA will place a cap on any increase in a family's rental payment that exceeds 35 percent, and is a result of changes to the flat rental amount as follows:

- a. Multiply the existing flat rental payment by 1.35 and compare that to the updated flat rental amount
- b. The PHA will present two rent options to the family as follows:
 - i. The lower of the product of the calculation and the updated flat rental amount; or
 - ii. The income-based rent.

9. GHURA will use Public Housing Operating Reserve Funds to construct a basketball canopy at the AMP2 and AMP4 sites.

The renovation and upgrade of the basketball court to an open-air gymnasium would provide programs and projects in partnership with the community that promote a series of benefits, such as:

- Stronger and more connected communities;
- Inclusion of minority social groups;

6.0

- Diversion and education of at-risk youth;
- Economic outcomes;
- Education outcomes; and
- Environmental outcomes.

It's our belief that this upgraded open-air gymnasium can be a vehicle for positive social change.

Sport and recreation help to bind families through shared experiences and shared achievements. Through participation, established activities can help address anti-social behavior and can support education. It can also contribute to economic growth through business investment and employment, and helps sustain the environment through protecting open space and natural areas. Here are other areas that can benefit the residents:

- Brings people together, providing opportunities for social interaction.
- Empowers, inspires and motivates individuals.
- Creates opportunities for, and promotes, volunteering.
- Creates positive alternatives to youth offending, anti-social behavior and crime.
- Binds families and communities through shared experiences.

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The 5-Year and Annual PHA Plan were made available to the public at GHURA's Main Office and at each of six satellite offices (including all four Asset Management Project sites), the Guma' Trankilidat site office, and the Community Planning and Development offices in Hagatna. The specific office locations are listed here. In addition, the 5-Year and Annual Plan is available via the GHURA website shown at the bottom of the list.

GHURA Main Office: 117 Bien Venida Avenue, Sinajana, GU 96910

AMP 1, Central Site Base, 23 Paquito Street, Toto Gardens, Toto, GU 96910

AMP 2, Southeast Site Base, 10 JC Rojas Street, Yona, GU 96915

AMP 3, Southwest Site Base, Pagachao Drive, Agat, GU 96915

AMP 4, Northern Site Base, 27 Doni Lane, Toto Gardens, Toto, GU 96910

Guma Trankilidat, 145 Pale San Vitores Road, Tumon, GU 96913

Community Planning and Development (CPD), 414 West Soledad Avenue, GCIC Building, Suite 306A, Hagatna, GU 96910

GHURA Website: www.ghura.org

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p><u>Hope VI, Mixed Finance Modernization or Development</u> GHURA is not currently engaged in HOPE VI, Mixed Finance Modernization or Development</p> <p><u>Demolition and/or Disposition, Conversion of Public Housing</u> The HUD Rental Assistance Demonstration (RAD) Program is under continuing review by GHURA. GHURA's aim is to determine its applicability and benefit to the island's inventory of Public Housing. Participation in the RAD Program would see the conversion of Public Housing properties to a HCV/S8 project-based voucher assistance program. The RAD Program is a key component of the HUD Office of Public and Indian Housing's rental housing preservation strategy, working to preserve the nation's stock of deeply affordable rental housing, and to promote efficiency within and among HUD programs to build strong, stable communities.</p> <p>GHURA may propose the disposition of a sliver parcel of property in Agat, portion of Lot 350-5 located along the northwest portion of the parcel in Agat, the location of GHURA 99. The approximate size of the parcel is between 1500sm to 4000sm. The sale of this parcel has been requested for the purpose of providing for an easement to serve adjacent parcel owners presently without an identified public easement.</p> <p><u>Homeownership Programs</u> GHURA HCV Program does have in its construct a HCV Section 8 Homeownership Program. Implemented since 2004, the program affords participants the opportunity to build skills and financial resources to support homeownership. The program is administered through the operations of HCV Family Self-Sufficiency. GHURA intends to expand its Family Self Sufficiency program in support of homeownership by applying</p> <p><u>Project-based Vouchers</u> GHURA administers the Guma' Trankilidat facility and program serving 49 elderly or adult-disabled residents. The program operates in accordance with the HUD Office of Multifamily Housing Programs and U.S. Dept. of Agriculture (USDA) Office of Rural Development (RD). GHURA acquired Guma' Trankilidat through a Section 515 Program Loan from USDA.</p> <p>GHURA will pursue the conversion of tenant-based vouchers to project-based vouchers in support of affordable housing developments awarded through the Low-Income Housing Tax Credit (LIHTC) program. No more than twenty percent (20%) of the total number of GHURA's tenant-based voucher authorizations may be converted. Project-basing is consistent with the goals of the PHA Plan, specifically, to "Increase the availability of decent, safe, and affordable housing and provide more choices in housing".</p> <p>GHURA will monitor and assess current and future LIHTC-awarded developments seeking HCV project-based voucher awards. Such developments will be evaluated in accordance with approved policies and plans. Reasonableness and necessity will be evaluated when reviewing the potential of utilizing project-based vouchers to increase availability of affordable housing to eligible and qualified island residents.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>HUD-50075.1 forms are attached here for Capital Fund Program grant numbers GQ08P00150114, GQ08P00150113, and GQ08P00150112.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>Guam's Capital Fund Program Five-Year Action Plan beginning with GQ08P00150114 is attached.</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p>Not applicable to GHURA.</p>

Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

Guam seeks to increase the supply of affordable housing for individuals, families, and elderly persons at or below 80% of HUD's Area Median Income (AMI) level for Guam. Individuals at the extremely-low, very-low, and low-income levels represent the target market for affordable housing initiatives and those availing themselves of public housing and tenant-based voucher opportunities.

GHURA must consider ways to sustain quality homes now and in years to come beyond the economic life of the existing stock. The average age of GHURA's Public Housing stock is 30 years. The reasonable economic lifespan of a typical concrete home is approximately 50 years. Given a harsh tropical climate, the aging stock is not just a concern for GHURA's affordable units, but is also impacting the continued viability of other government-sponsored affordable housing. An aging stock calls to mind accessibility modifications, improvements in materials and industry innovation (design, energy efficiency, et al.) since initial development.

Guam's aging population brings to bear the need for an increased in efforts to address affordable housing options for elderly individuals seeking independent living suitable for their needs.

Occupancy levels for Public Housing is consistently high. The HCV/S8 program maintains an equally high rate of voucher issuance, limited only by the dollars authorized. Wait list figures consistently and vigorously outpace the number of available units for nearly every site.

Occupancy Levels - HCV/S8, PH (by site), and Guma' Trankilidat

Units	HCV/S8	AMP1	AMP2	AMP3	AMP4	GT
Total	2525	158	163	195	234	49
Available	2233	158	163	162	5233	48
Percentage	88%	100%	100%	83%	2236%	98%

Wait List (No. of applicants, by income)

	Extremely-Low (30% AMI)	Very-Low (50% AMI)	Low (80% AMI)	Above 80% AMI	Total
HCV/S8	2104	10	67	290	2471
AMP1	489	75	11	2	577
AMP2	124	21	4	1	150
AMP3	131	18	6	1	156
AMP4	429	44	9	3	485
GT	73	6	0	0	79

Wait List (No. of applicants, by bedroom size)

	1	2	3	4	5	6
AMP1	90	221	170	66	31	2
AMP2	2	64	50	17	17	1
AMP3	2	70	42	32	12	0
AMP4	1	84	171	101	70	61

9.0

	<p>GHURA continues to analyze and assess data from the 2010 Guam Decennial Census. The Census provides the most comprehensive source of statistical data on housing and population. Guam is in the final year of its current Consolidated Plan/5-Year Strategic Plan (PY2010-2014). The next five-year Consolidated Plan (ConPlan) is in early development now, due mid-year 2015 for submission to HUD for review and approval. GHURA is the lead entity responsible for coordination and oversight of the ConPlan development process.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>To address the need to sustain the available housing stock, GHURA will assess the merits of the Rental Assistance Demonstration (RAD) program for renovation or possible redevelopment of Public Housing. GHURA will work to maximize the number of affordable units available to the PHA (1) shortening the turnover time for vacated units, (2) reducing the time needed to renovate public housing units, (3) maintaining (at a minimum), or actually increasing the HCV lease-up rate by marketing programs to owners as potential landlords.</p> <p>To address the need to increase the available supply of affordable housing. GHURA leverages its limited federal funds with those of other organizations (govt., private, NGOs). GHURA is the designated State Housing Agency (SHA) for Guam in the administration of the Low-Income Housing Tax Credit (LIHTC) Program as authorized under Section 42 of the U.S. Internal Revenue Service. The LIHTC is a source of federal tax credits issues to qualified developers of affordable rental housing. In the most recent competition cycle, additional points were awarded for projects designed to address the need for affordable housing for the elderly. GHURA continually seeks out opportunities to increase the number of affordable housing units through application for additional HCV/S8 program vouchers, the support of organizations in the application of competitive HUD-VASH (Veterans Affairs Supportive Housing) Vouchers, and to work with NGO's to support the provision of permanent supportive housing to the individuals with disabilities and the homeless.</p> <p>Programmatically, GHURA will review the current preferences for its programs and determine if such targets are still needed. Should targets be no longer needed, or if preferences be added or revised, steps will be taken to update necessary documents, including the Authority's ACOP (Admission and Continued Occupancy Plan), the HCV/S8 Administrative Plan, and Tenant Selection Plan.</p>

10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>See attached discussion on the progress in meeting the goals and objectives described in the previous 5-Year Plan</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>GHURA considers a Significant Amendment and Substantial Deviation/Modification to the Plan as a discretionary change in the plan or policy of the Authority that fundamentally alters the mission, goals, objectives or plans of the Authority. Any significant amendment or substantial deviation/modification will require the Authority to submit a revised PHA 5-year plan that has met full hearing process requirements and the formal approval of the GHURA Board of Commissioners. The Authority defines significant amendment and substantial deviation/modification as:</p> <ul style="list-style-type: none"> Any change in the planned or actual use of federal funds for activities that would prohibit or redirect the Authority's mission, goals, and objectives A need to respond immediately to Acts of God beyond the control of the Authority, such as earthquakes, civil unrest, or other unforeseen significant events A mandate from Guam government officials, specifically the governing Board of Commissioners of the Authority, to modify, revise, or delete the long-range goals and objectives in the program A substantial deviation does not include any changes in HUD rules and regulations, which require or prohibit changes to activities listed in the PHA A Significant Amendment or Substantial Deviation/Modification to the PHA Five-Year and Annual Plan is defined as: Changes of a significant nature to the rent or admissions policies, or the organization of the waiting list not required by federal regulatory requirements as to effect a change in the Public Housing Admissions and Continued Occupancy Policy (ACOP) and the HCV/Section 8 Housing Choice Voucher Program Administrative Plan
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. – See Below RAB Meeting Minutes included as attachment A, sign in sheet can be provided upon request.</p> <p>(g) Challenged Elements – See Below</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

- (f) Resident Advisory Board (RAB) comments. The realignment of Public Housing to asset management resulted in the discontinuance of the RAB. GHURA Property Site Management continues to outreach to residents of each property site to seek and encourage resident participation. These efforts to date have been largely unrewarded. GHURA will assess its current outreach efforts and will continue to pursue and encourage resident participation.
- (g) Challenged Elements.
1. Chronic underfunding and the effects of sequestration
 2. Aging infrastructure. Most of GHURA's PH inventory is over 30 years old. While routine maintenance has been effective in keeping the units viable, overall, an older housing stock requires increased funding

to mitigate the effects of time and years of wear and tear on the units, common facilities, and underlying supportive infrastructure.

3. Regulatory constraints
4. Demand for better services, more services
5. Lack of reliable public transportation. Guam is a community built upon personal private transportation. Yet many in our community are without this basic need. The availability of public transportation is limited in routes and impacted by an aged fleet of vehicles. Transportation is a significant deciding factor in choosing among housing options. This is particularly true when considering access to the job market.
6. Limited job training and employment opportunities. Employment is elemental to any discussion of self-sufficiency and improvement to the quality of life. Guam is a community in continuing recovery from a protracted economic downturn.

In the face of these challenges, GHURA then focuses on nine key areas:

1. Preservation of public housing stock and the overall stock of affordable housing
2. Pursuit of the development of new mixed-use/mixed-income housing opportunities
3. Ensuring financial stability in all programs
4. Timely expedition of maintenance and repair needs
5. Strengthening the skills of the Property Site Managers to improve the Asset Management Properties
6. Improving safety and security for PH residents and PHA properties
7. Connect residents to critical services available within our communities
8. Improving customer service throughout GHURA
9. Creation of a high-performing PHA in GHURA

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

- 1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

- 2. Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
- 3. Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
- 4. Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
- 5. Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
- 6. Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
- 7. Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
- 8. Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.

12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

(a) Hope VI or Mixed Finance Modernization or Development.

1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>

(b) Demolition and/or Disposition.

With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at:

http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm

Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.

(c) Conversion of Public Housing.

With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

(d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.

(e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 **Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 **Capital Fund Program Annual Statement/Performance and Evaluation Report.** PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

- 1. At the end of the program year; until the program is completed or all funds are expended;
- 2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
- 3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 **Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:
<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

Capital Fund Program - Five-Year Action Plan

Part I: Summary						
PHA Name : Guam Housing & Urban Renewal Authority		Locality (City/County & State)				
PHA Number: GQ001		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revised 5-Year Plan (Revision No:)				
A.	Development Number and Name	Work Statement for Year 1 2018	Work Statement for Year 2 2019	Work Statement for Year 3 2020	Work Statement for Year 4 2021	Work Statement for Year 5 2022
	AUTHORITY-WIDE	\$483,557.00	\$264,626.00	\$297,626.00	\$327,944.00	\$247,626.00
	GHURA 250 (GQ0010000001)	\$449,000.00	\$282,000.00	\$519,641.00	\$132,000.00	\$185,000.00
	GHURA 100 (GQ0010000002)	\$384,000.00	\$284,000.00	\$184,000.00	\$332,000.00	\$411,638.00
	GHURA 250 (GQ0010000004)	\$650,827.00	\$256,141.00	\$176,000.00	\$276,000.00	\$413,503.00
	GHURA 99 (GQ0010000003)	\$170,000.00	\$309,000.00	\$218,500.00	\$327,823.00	\$138,000.00
	GHURA 250 (GQ001009999)	\$20,000.00				

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2018	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$483,557.00
ID0001	Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)	Planning, implementation and monitoring activities to include supplies in support of these activities.		\$215,737.00
ID0002	Audit Costs(Contract Administration (1480)-Audit)	Audit costs		\$750.00
ID0003	Fees and Costs(Contract Administration (1480)-Other Fees and Costs)	A/E staff salaries and benefits, sundry (direct costs)		\$150,000.00
ID0004	Advertisement(Contract Administration (1480)-Other Fees and Costs)	Advertisement for CFP related public comment requirements, projects requiring advertisements such as invitation for bid and request for qualifications.		\$7,776.00
ID0005	Legal Services(Contract Administration (1480)-Other Fees and Costs)	Provide legal services and consultation on issues pertaining to the CFP program, such as review for purchase order work, construction and contractual services		\$1,000.00
ID0006	Green Physical Needs Assessment, Energy Audit and Section 504 Compliance(Contract Administration (1480)-Other Fees and Costs)	Professional services to perform required compliance.		\$108,294.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2018	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0008	GHURA 250 (GQ0010000001)	Unit Modernization at AH, Mong, Sin (250) & Asan (G26)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodities,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 5 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.	\$449,000.00
ID0012	Spalling-Ceiling Repair at Agana Heights, Mongmong, Sinajana (G250) and Asan (G26)(Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Repair of concrete spall at 13 units in AMP1. Repair will include exposed re-bars, cracks at roof, ceiling, beams and building structure. Note: "Other" category selected to address interior work on ceiling for spall repair.		\$10,000.00
ID0075	Storm Drainage Up-grade at Sinajana (G250)(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Storm Drainage)	Provide new percolation drainage chamber to alleviate flooding within Public Housing development and adjacent private properties. New percolation chamber shall be below grade 5feet deep + by 40-50feet + long, construct with reinforced concrete walls, footings and suspended slab and consisted with metal gratings for storm water inlets.		\$80,000.00
ID0089	Lead Based Paint Abatement/Mitigation at AMP1(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits,Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Abate/mitigate lead based paint.		\$221,000.00
	GHURA 100 (GQ0010000002)			\$384,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2018	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0009	Unit Modernization at Yona (G100), Talofoto (G28 & G82), Inarajan (G83)(Dwelling Unit-Interior (1480)-Commodities,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Interior (1480)-Building Slab,Dwelling Unit-Interior (1480)-Columns and Porches,Dwelling Unit-Interior (1480)-Exterior Doors,Dwelling Unit-Interior (1480)-Exterior Lighting,Dwelling Unit-Interior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical))	Complete unit modernization of 6 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$160,000.00
ID0014	Remove and Replace Exterior and Security Screen Door at Yona (G100), Talofoto (G28 & 82)(Dwelling Unit-Exterior (1480)-Exterior Doors)	Completely remove and replace 40 units exterior door and jamb at AMP2. Scope of work will include remove and replace security screen door or repair screen door fabric to stainless steel perforated panels and replace latch.		\$200,000.00
ID0090	Lead Based Paint Abatement/Mitigation at AMP2(Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits,Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Abate/mitigate lead based paint.		\$24,000.00
	GHURA 250 (GQ001000004)			\$650,827.00
ID0010	Unit Modernization at Dededo (G35 & G48), Toto (G250)(Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodities,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling	Complete unit modernization of 7 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$178,179.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2018		
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	(1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)			
ID0013	Spalling-Ceiling Repair at Dededo (G35, G48, G82), Toto (G250)/(Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Repair of concrete spall at 20 units in AMP4. Repair will include exposed re-bars, cracks at roof, ceiling, beams and building structure. Note: "Other" category selected to address interior work on ceiling for spall repair.		\$10,000.00
ID0029	Roof Coating at Dededo (G48)(Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Roofs)	Apply new elastomeric roof coating system to 48 units at AMP4. Work will include repair of concrete spall, exposed re-bars, cracks at roof and beams and building structure.		\$153,600.00
ID0077	Storm Drainage Up-grade at Toto (G250)(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Storm Drainage)	Provide new percolation drainage chamber to alleviate flooding within Public Housing development and adjacent private properties. New percolation chamber shall be below grade 5feet deep + by 40-50feet + long, construct with reinforced concrete walls, footings and suspended slab and consisted with metal gratings for storm water inlets.		\$200,000.00
ID0080	Modernize Kitchen at Toto (G250), Dededo (G35, G48 & G82)(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing)	Kitchen modernization of 39 units at the AMP1 site. Modernization will include kitchen base counter and wall hung to include kitchen sink replacement, new plumbing & counter top tiles.		\$104,048.00
ID0091	Lead Based Paint Abatement/Mitigation at AMP4(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits,Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Abate/mitigate lead based paint.		\$5,000.00
	GHURA 99 (GQ001000003)			\$170,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2018	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0011	Unit Modernization at Agat (G99 & G82), Merizo (G82 & G83), & Unatac (G83)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodities,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 6 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$160,000.00
ID0076	Storm Drainage Up-grade at Agat/Elderly (G82)(Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving)	Existing storm drainage inlet to modify metal grating and increase inlet volume intake.		\$10,000.00
	GHURA 250 (GQ001009999)			\$20,000.00
ID0092	Renovation of AMP1 Office for the New Resident Services Building(Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Common Area Finishes,Non-Dwelling Interior (1480)-Common Area Flooring,Non-Dwelling Interior (1480)-Common Area Painting,Non-Dwelling Interior (1480)-Community Building,Non-Dwelling Interior (1480)-Doors,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Plumbing,Non-Dwelling Interior (1480)-Storage Area)	Interior renovation, work to include existing restroom to be converted to ADA.		\$20,000.00
	Subtotal of Estimated Cost			\$2,157,384.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2019	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$264,626.00
ID0015	Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)	Planning, implementation and monitoring activities to include supplies in support of these activities.		\$139,576.00
ID0016	Audit Costs(Contract Administration (1480)-Audit)	Audit costs		\$750.00
ID0017	Fees and Costs(Contract Administration (1480)-Other Fees and Costs)	A/E staff salaries and benefits, sundry (direct costs)		\$105,000.00
ID0018	Advertisement(Contract Administration (1480)-Other Fees and Costs)	Advertisement for CFP related public comment requirements, projects requiring advertisements such as invitation for bid and request for qualifications.		\$5,300.00
ID0019	Legal Services(Contract Administration (1480)-Other Fees and Costs)	Provide legal services and consultation on issues pertaining to the CFP program, such as review for purchase order work, construction and contractual services		\$1,000.00
ID0031	Operations(Operations (1406))	Operations		\$13,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2019	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	GHURA 250 (GQ0010000001)			\$282,000.00
ID00020	Unit Modernization at AH, Mong, Sin (250) & Asan (G26)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 6 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$132,000.00
ID00026	Installation of Shut-Off Valve at PHA Side at Agana Heights, Mongmong, Sinajana (G250), Asan (G26)(Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Install new shut off valve at the water lateral on the PHA property side at 158 units at AMP1.		\$50,000.00
ID00083	Complete Interior and Exterior Sewer Line Replacement at Sinajana, Agana Heights, Mongmong (G250)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Exterior (1480)-Carports -Surface Garage,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Sewer/Water Line Replacement of 9 units at AMP1. Existing waste line int. and ext. completely removed/disposed, vent lines to remain. New waste line (PVC), to connect to existing vents. Work to include floor slab demo, restoration, replacement of floor tiles, ground clean-out and conc. collar, water closet bowl wax and anchor, other work items associated with construction activities. Existing water line (galvanized) int. and ext. completely removed/disposed. Provide new copper water lines, to include all faucets, shower and angle valves with supply hoses, bldg main shut off valves and other work items associated with construction activities. Existing damaged kitchen base counter cabinets completely removed and disposed. Provide new base counter cabinets, counter tops shall be durable with new 2-compartment stainless steel sink and all plumbing fixtures, hinges, door handle, catches and cabinet drawer track rollers and other work items associated with construction activities.		\$100,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2019	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	GHURA 100 (GQ0010000002)			\$284,000.00
ID00021	Unit Modernization at Yona (G100), Talofoto (G28 & G82), Inarajan (G83)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 6 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$132,000.00
ID00088	Remove and Replace Exterior and Security Screen Door at AMP2, Yona G100(Dwelling Unit-Exterior (1480)-Exterior Doors)	Completely remove and replace 38 units exterior door and jamb at AMP2. Scope of work will include remove and replace security screen door or repair screen door fabric to stainless steel perforated panels and replace latch.		\$152,000.00
	GHURA 99 (GQ0010000003)			\$309,000.00
ID00022	Unit Modernization at Agat (G99 & G82), Merizo (G82 & G83), & Umatac (G83)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-	Complete unit modernization of 7 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$154,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		2	2019		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
	Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)				
ID0087	Complete Interior and Exterior Sewer Line Replacement at Agat (G99)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Carports -Surface Garage,Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Sewer/Water Line Replacement of 9 units at AMP3. Existing waste line int. and ext. completely removed/disposed, vent lines to remain. New waste line (PVC), to connect to existing vents. Work to include floor slab demo, restoration, replacement of floor tiles, ground clean-out and conc. collar, water closet bowl wax and anchor, other work items associated with construction activities. Existing water line (galvanized) int. and ext. completely removed/disposed. Provide new copper water lines, to include all faucets, shower and angle valves with supply hoses, bldg main shut off valves and other work items associated with construction activities. Existing damaged kitchen base counter cabinets completely removed and disposed. Provide new base counter cabinets, counter tops shall be durable with new 2-compartment stainless steel sink and all plumbing fixtures, hinges, door handle, catches and cabinet drawer track rollers and other work items associated with construction activities.			\$83,000.00
ID0093	Remove and Replace Exterior and Security Screen Door at AMP3, Agat G99(Dwelling Unit-Exterior (1480)-Exterior Doors)	Completely remove and replace 24 units exterior door and jamb at AMP3. Scope of work will include remove and replace security screen door or repair screen door fabric to stainless steel perforated panels and replace latch.			\$72,000.00
	GHURA 250 (GQ001000004)				\$256,141.00
ID0024	Unit Modernization at Dededo (G35 & G48), Toto (G250)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling	Complete unit modernization of 8 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.			\$177,127.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2019	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	(1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)			
ID0027	Installation of Shut-Off Valve at PHA Side at Toto (G250), Dededo (G35, G48, G82)(Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Install new shut off valve at the water lateral on the PHA property side at 234 units at AMP4.		\$79,014.00
	Subtotal of Estimated Cost			\$1,395,767.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2020	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
	AUTHORITY-WIDE (NAWASD)			
ID0032	Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)	Planning, implementation and monitoring activities to include supplies in support of these activities.		\$297,626.00
ID0033	Audit Costs(Contract Administration (1480)-Audit)	Audit costs		\$750.00
ID0034	Fees and Costs(Contract Administration (1480)-Other Fees and Costs)	A/E staff salaries and benefits, sundry (direct costs)		\$105,000.00
ID0035	Advertisement(Contract Administration (1480)-Other Fees and Costs)	Advertisement for CFP related public comment requirements, projects requiring advertisements such as invitation for bid and request for qualifications.		\$2,300.00
ID0036	Legal Services(Contract Administration (1480)-Other Fees and Costs)	Provide legal services and consultation on issues pertaining to the CFP program, such as review for purchase order work, construction and contractual services		\$1,000.00
ID0037	Management Improvements(Management Improvement (1408)-Staff Training)	Training		\$15,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2020	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0038	Relocation(Contract Administration (1480)-Relocation)	URA compliance		\$34,000.00
	GHURA 250 (GQ001000001)			\$519,641.00
ID0039	Unit Modernization at AH, Mong, Sin (250) & Asan (G26)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodies,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 6 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$132,000.00
ID0047	Remove and replace window and window frames at Asan (G26)(Dwelling Unit-Exterior (1480)-Windows)	Complete removal and replacement of window and frames of 26 units at AMP1. New windows shall be double paned and energy efficient.		\$213,641.00
ID0086	Modernize Kitchen at Agana Heights, Mongmong, Sinajana (G250), Asan (G26)(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing)	Kitchen modernize of 35 units at the AMP1 site. Modernization will include kitchen base counter and wall hung to include kitchen sink replacement, new plumbing & counter top tiles.		\$174,000.00
	GHURA 100 (GQ001000002)			\$184,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2020	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0040	Unit Modernization at Yona (G100), Talofoto (G28 & G82), Inarajan (G83)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 6 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$132,000.00
ID0044	Installation of Shut-Off Valve at PHA Side at Yona (G100), Talofoto (G28, G82), Inarajan (G83)(Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Install new shut off valve at the water lateral on the PHA property side at 164 units at AMP2.		\$52,000.00
	GHURA 99 (GQ001000003)			\$218,500.00
ID0041	Unit Modernization at Agat (G99 & G82), Merizo (G82 & G83), & Umatac (G83)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 7 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$154,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2020	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0043	Installation of Shut-Off Valve at PHA Side at Agat (G99, G82), Merizo (G82, G83)(Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Install new shut off valve at the water lateral on the PHA property side at 195 units at AMP3.		\$64,500.00
	GHURA 250 (GQ001000004)			\$176,000.00
ID0042	Unit Modernization at Dededo (G35 & G48), Toto (G250)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodies,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 8 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$176,000.00
	Subtotal of Estimated Cost			\$1,395,767.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2021	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$327,944.00
ID0048	Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)	Planning, implementation and monitoring activities to include supplies in support of these activities.		\$139,576.00
ID0049	Audit Costs(Contract Administration (1480)-Audit)	Audit costs		\$750.00
ID0050	Fees and Costs(Contract Administration (1480)-Other Fees and Costs)	A/E staff salaries and benefits, sundry (direct costs)		\$105,000.00
ID0051	Advertisement(Contract Administration (1480)-Other Fees and Costs)	Advertisement for CFP related public comment requirements, projects requiring advertisements such as invitation for bid and request for qualifications.		\$2,300.00
ID0053	Operations Costs(Operations (1406))	Operations Costs		\$50,318.00
ID0058	Management Improvement(Management Improvement (1408)-System Improvements)	Management Improvement (Systems Improvement) - Up-grade mainframe hardware and software.		\$30,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2021	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0054	GHURA 250 (GQ001000001)	Complete unit modernization of 6 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$132,000.00
	Unit Modernization at AH, Mong, Sin (250) & Asan (G26)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)			\$332,000.00
ID0055	Unit Modernization at Yona (G100), Talofoto (G28 & G82), Inarajan (G83)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 6 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$132,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2021	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0059	Modernize Kitchen at Yona (G100), Talofoto (G28 & G82), Inarajan (G83)(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing)	Kitchen modernization of 40 units at the AMP2 site. Modernization will include kitchen base counter and wall hung to include kitchen sink replacement, new plumbing & counter top tiles.		\$200,000.00
	GHURA 99 (GQ001000003)			\$327,823.00
ID0056	Unit Modernization at Agat (G99 & G82), Merizo (G82 & G83), & Umatac (G83)(Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodies,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Exterior (1480)-Building	Complete unit modernization of 7 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$154,000.00
ID0060	Modernize Kitchen at Agat (G82), Merizo & Umatac (G82, G83)(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing)	Kitchen modernization of 35 units at AMP3. Modernization will include kitchen base counter and wall hung to include kitchen sink replacement, new plumbing & counter top tiles.		\$173,823.00
	GHURA 250 (GQ001000004)			\$276,000.00
ID0057	Unit Modernization at Dedado (G35 & G48), Toro (G250)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior	Complete unit modernization of 8 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete		\$176,000.00

Form HUD-50075.2(4/2008)

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2022	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
	AUTHORITY-WIDE (NAWASD)			
ID0063	Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)	Planning, implementation and monitoring activities to include supplies in support of these activities.		\$247,626.00
ID0064	Audit Costs(Contract Administration (1480)-Audit)	Audit costs		\$750.00
ID0065	Fees and Costs(Contract Administration (1480)-Other Fees and Costs)	A/E staff salaries and benefits, sundry (direct costs)		\$105,000.00
ID0066	Advertisement(Contract Administration (1480)-Other Fees and Costs)	Advertisement for CFP related public comment requirements, projects requiring advertisements such as invitation for bid and request for qualifications.		\$2,300.00
	GHURA 250 (GQ001000001)			\$185,000.00
ID0067	Unit Modernization at AH, Mong, Sin (250) & Asan (G26)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior	Complete unit modernization of 5 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$110,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2022	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0071	Flooring (non cyclical), Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine), Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Interior Painting (non routine), Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Mechanical, Dwelling Unit-Interior (1480)-Other, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers) Remove and Replace Exterior and Security Screen Door at Agana Heights, Mongmong, Sinajana (G250), Asan (G26)(Dwelling Unit-Exterior (1480)-Exterior Doors)	Completely remove and replace 18 units exterior door and jamb at AMP1. Scope will include remove and replace security screen door or repair screen door fabric to stainless steel perforated panels and replace latch.		\$75,000.00
	GHURA 100 (GQ001000002)			\$411,638.00
ID0068	Unit Modernization at Yona (G100), Talofoto (G28 & G82), Inarajan (G83)(Dwelling Unit-Exterior (1480)-Building Slab, Dwelling Unit-Exterior (1480)-Columns and Porches, Dwelling Unit-Exterior (1480)-Exterior Doors, Dwelling Unit-Exterior (1480)-Exterior Lighting, Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking, Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape, Dwelling Unit-Exterior (1480)-Foundations, Dwelling Unit-Exterior (1480)-Landings and Railings, Dwelling Unit-Exterior (1480)-Roofs, Dwelling Unit-Exterior (1480)-Windows, Dwelling Unit-Interior (1480)-Appliances, Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical), Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine), Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Interior Painting (non routine), Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Mechanical, Dwelling Unit-Interior (1480)-Other, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 5 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$115,000.00
ID0084	Complete Interior and Exterior Sewer Line Replacement at Yona (G100)(Dwelling Unit-Exterior (1480)-Building Slab, Dwelling Unit-Exterior (1480)-Carpports -Surface Garage, Dwelling Unit-Exterior (1480)-Decks and Patios, Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking, Dwelling Unit-Exterior (1480)-Foundations, Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical), Dwelling Unit-Interior (1480)-Commodes, Dwelling Unit-Interior (1480)-Electrical, Dwelling Unit-Interior (1480)-Flooring (non routine), Dwelling Unit-Interior (1480)-Interior Painting (non routine), Dwelling Unit-Interior (1480)-Kitchen Cabinets and Faucets, Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Curb and Gutter, Dwelling Unit-Interior (1480)-Tubs and Showers, Dwelling Unit-Site Work (1480)-Landscape, Dwelling Unit-Site Work (1480)-Sewer Lines - Mains, Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Sewer/Water Line Replacement of 9 units at AMP2. Existing waste line int. and ext. completely removed/disposed, vent lines to remain. New waste line (PVC), to connect to existing vents. Work to include floor slab demo, restoration, replacement of floor tiles, ground clean-out and conc. collar, water closet bowl wax and anchor, other work items associated with construction activities. Existing water line (galvanized) int. and ext. completely removed/disposed. Provide new copper water lines, to include all faucets, shower and angle valves with supply hoses, bldg main shut off valves and other work items associated with construction activities. Existing damaged kitchen base counter cabinets completely removed and disposed. Provide new base counter cabinets, counter tops shall be durable with new 2-compartment stainless steel sink and all		\$100,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2022	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
		plumbing fixtures, hinges, door handle, catches and cabinet drawer track rollers and other work items associated with construction activities.		Estimated Cost
ID0094	New Covered Structure over Existing Basketball Court at Yona G100(Non-Dwelling Exterior (1480)-Canopies,Non-Dwelling Exterior (1480)-Foundation,Non-Dwelling Exterior (1480)-Gutters - Downspouts,Non-Dwelling Exterior (1480)-Lighting,Non-Dwelling Exterior (1480)-Paint and Caulking,Non-Dwelling Exterior (1480)-Roofs,Non-Dwelling Exterior (1480)-Siding,Non-Dwelling Site Work (1480)-Fencing,Non-Dwelling Site Work (1480)-Lighting,Non-Dwelling Site Work (1480)-Playground Areas - Equipment,Non-Dwelling Site Work (1480)-Signage,Non-Dwelling Site Work (1480)-Site Utilities)	New Covered Structure over Existing Basketball Court will be Design Built Structure. New covered structure will be Metal Frame structure with complete metal roof sidings, walls will be partially covered (upper half metal wall siding and lower half will be enclosed chain-link fence with two (2) access control gates). Work to include existing Electrical panel up-grade with complete enclosed and control structure, new LED lighting fixtures, resurfaces & marking of existing basketball area, rehabilitate of existing basketball back board rims and supports.		\$196,638.00
	GHURA 99 (GQ001000003)			\$138,000.00
ID0069	Unit Modernization at Agat (G99 & G82), Merizo (G82 & G83), & Umatac (G83)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodies,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 6 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$138,000.00
	GHURA 250 (GQ001000004)			\$413,503.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0070	Unit Modernization at Dededo (G35 & G48), Toto (G250)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Lighting,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Exterior Stairwells - Fire Escape,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete unit modernization of 7 units to include kitchen, bathroom, bedroom and living room. Work to include complete interior painting, electrical panel upgrade, replacement of circuit breakers, outlets, switches, and light fixtures, re-piping of water and waste line or flushing of waste line at exterior of building to include new shut-off valve at water lateral on property side and repair of concrete spall, exposed rebar, cracks at roof and beams and building structure.		\$166,000.00
ID0072	Remove and Replace Exterior and Security Screen Door at Dededo (G35, G48), Toto (G250)(Dwelling Unit-Exterior (1480)-Exterior Doors)	Completely remove and replace 37 units exterior door and jamb at AMP4. Scope of work will include remove and replace security screen door or repair screen door fabric to stainless steel perforated panels and replace latch.		\$150,000.00
ID0085	Complete Interior and Exterior Sewer Line Replacement at Toto (G250)(Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Carports -Surface Garage,Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Sewer/Water Line Replacement of 9 units at AMP4. Existing waste line int. and ext. completely removed/diposed, vent lines to remain. New waste line (PVC), to connect to existing vents. Work to include floor slab demo, restoration, replacement of floor tiles, ground clean-out and conc. collar, water closet bowl wax and anchor, other work items associated with construction activities. Existing water line (galvanized) int. and ext. completely removed/diposed. Provide new copper water lines, to include all faucets, shower and angle valves with supply hoses, bldg main shut off valves and other work items associated with construction activities. Existing damaged kitchen base counter cabinets completely removed and diposed. Provide new base counter cabinets, counter tops shall be durable with new 2-compartment stainless steel sink and all plumbing fixtures, hinges, door handle, catches and cabinet drawer track rollers and other work items associated with construction activities.		\$97,503.00
	Subtotal of Estimated Cost			\$1,395,767.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	1	2018
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)		\$215,737.00
Audit Costs(Contract Administration (1480)-Audit)		\$750.00
Fees and Costs(Contract Administration (1480)-Other Fees and Costs)		\$150,000.00
Advertisement(Contract Administration (1480)-Other Fees and Costs)		\$7,776.00
Legal Services(Contract Administration (1480)-Other Fees and Costs)		\$1,000.00
Green Physical Needs Assessment, Energy Audit and Section 504 Compliance(Contract Administration (1480)-Other Fees and Costs)		\$108,294.00

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	1	2018
Development Number/Name General Description of Major Work Categories		Estimated Cost
Subtotal of Estimated Cost		\$483,557.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	2	2019
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)		\$139,576.00
Audit Costs(Contract Administration (1480)-Audit)		\$750.00
Fees and Costs(Contract Administration (1480)-Other Fees and Costs)		\$105,000.00
Advertisement(Contract Administration (1480)-Other Fees and Costs)		\$5,300.00
Legal Services(Contract Administration (1480)-Other Fees and Costs)		\$1,000.00
Operations(Operations (1406))		\$13,000.00

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	2	2019
Development Number/Name General Description of Major Work Categories		Estimated Cost
Subtotal of Estimated Cost		\$264,626.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	3	2020
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)		\$139,576.00
Audit Costs(Contract Administration (1480)-Audit)		\$750.00
Fees and Costs(Contract Administration (1480)-Other Fees and Costs)		\$105,000.00
Advertisement(Contract Administration (1480)-Other Fees and Costs)		\$2,300.00
Legal Services(Contract Administration (1480)-Other Fees and Costs)		\$1,000.00
Management Improvements(Management Improvement (1408)-Staff Training)		\$15,000.00

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	3	2020
Development Number/Name General Description of Major Work Categories		Estimated Cost
Relocation(Contract Administration (1480)-Relocation)		\$34,000.00
Subtotal of Estimated Cost		\$297,626.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	4	2021
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)		\$139,576.00
Audit Costs(Contract Administration (1480)-Audit)		\$750.00
Fees and Costs(Contract Administration (1480)-Other Fees and Costs)		\$105,000.00
Advertisement(Contract Administration (1480)-Other Fees and Costs)		\$2,300.00
Operations Costs(Operations (1406))		\$50,318.00
Management Improvement(Management Improvement (1408)-System Improvements)		\$30,000.00

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	4	2021
Development Number/Name General Description of Major Work Categories		Estimated Cost
Subtotal of Estimated Cost		\$327,944.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	5	2022
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Administrative Costs(Administration (1410)-Salaries,Administration (1410)-Sundry)		\$139,576.00
Audit Costs(Contract Administration (1480)-Audit)		\$750.00
Fees and Costs(Contract Administration (1480)-Other Fees and Costs)		\$105,000.00
Advertisement(Contract Administration (1480)-Other Fees and Costs)		\$2,300.00
Subtotal of Estimated Cost		\$247,626.00



GHURA

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



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Thomas E. B. Borja
Chairman (Acting)

Carl V. Dominguez
Commissioner

George F. Pereda
Commissioner

Eliza U. Paulino
Commissioner

Joseph M. Leon Guerrero
Resident Commissioner

Ray S. Topasna
Executive Director

Elizabeth F. Napoli
Deputy Director

MEMORANDUM

DATE: March 13, 2019

TO: Board of Commissioners

VIA: Ray S. Topasna
Executive Director

FROM: Lucele D. Leon Guerrero
Controller

SUBJECT: Request for Tenant Account Receivables Write-Off through December 31, 2018

At the Regular Board Meeting of March 28, 2019, a motion was made by Commissioner Dominguez and Seconded by Commissioner Pereda to approve the Request for Tenants Account Receivables Write-Off through December 31, 2018 for AMPS 1, 2, 3 4 & GT in the amount of \$15,245.48. Without any further discussion and objection, the Motion was approved.

The Property Site Managers provided me with memorandums recommending to write-off the attached lists of tenant accounts receivables totaling \$15,245.48:

Property Site	Write-Off Amount
AMP 1	\$ 3,875.60
AMP 2	2,751.00
AMP 3	5,244.91
AMP 4	1,688.97
GT	<u>1,685.00</u>
Total	<u>\$15,245.48</u>

The amounts represent outstanding receivable balances of former tenants. They had been informed through certified mail letters. Staff also have attempted to contact them; however, to no avail.

These balances are affecting the Authority's financial performance. Therefore, I concur with the Property Site Managers to write-off these delinquent balances. Based on the recommendations and concurrences, I am requesting your approval to write-off these balances and forward them to the Department of Revenue & Taxation for Collection.

Your favorable response to this request is greatly appreciated. Please let me know if you have any questions.

Attachments



GHURA

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



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Thomas E. B. Borja
Chairman (Acting)

Carl V. Dominguez
Commissioner

George F. Pereda
Commissioner

Eliza U. Paulino
Commissioner

Joseph M. Leon Guerrero
Resident Commissioner

Ray S. Topasna
Executive Director

Elizabeth F. Napoli
Deputy Director

March 8, 2019

TO: Lucele Leon Guerrero, Controller *lleg*
FROM: Property Site Manager, AMP 1
SUBJECT: Recommend to Write-Off Tenant Accounts Receivables
as of December 31, 2018

I have reviewed AMP1's Tenant Account Receivables and attached the listing of accounts recommended for write-off due to no response from former residents. These accounts have been close thru December 31, 2018 totaling \$3,875.60.

These inactive account balances are affecting the Authority's financial performance therefore; I recommend that these balances be written off and forwarded to the Department of Revenue and Taxation for collection.

Thank you,

Narcissa P. Ada

Narcissa P. Ada
Property Site Manager, AMP 1

Attachments



CLOSED OUT AS DECEMBER 31, 2018

	Unit #	Move Out Date	Reason for Termination	Last Payment Date	Closed Out Processed Date	(Utility Reimbursement)/Rent After Move Out (a)	Cleaning Charges (b)	Security Deposit (c)	A/R Balance (Closed) as of 09/30/16 (a+b-c)	Comments
1	18 MILG	11/05/18	Non-compliance	10/5/2018	12/5/2018	\$ 834.00	\$ 936.93	\$ 150.00	\$ 1,620.93	Negative response to date
2	8 MILG	09/06/18	Non-compliance		9/26/2018	\$ 466.50	\$ 832.17	\$ 150.00	\$ 1,148.67	Negative response to date
3	16B SALAS	12/05/18	Non-compliance	11/9/2018	12/18/2018	\$ 484.00	\$ 477.00	\$ 150.00	\$ 811.00	Negative response to date
4	3A ERON	7/18/2018	Non-compliance		9/5/2018	\$ 60.00	\$ 385.00	\$ 150.00	\$ 295.00	Negative response to date
5										
	*NOTHING FOLLOWS *									
					TOTAL:	\$ 1,844.50	\$ 2,631.10	\$ 600.00	\$ 3,875.60	



GHURA

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



March 11, 2019

Eddie Baza Calvo
Governor of Guam

Ray Tenorio
Lt. Governor of Guam

George A. Santos
Chairman

Thomas E. B. Borja
Vice Chairman

Annabelle M. Dancel
Commissioner

Carl V. Dominguez
Commissioner

George F. Pereda
Commissioner

Eliza U. Paulino
Commissioner

Joseph M. Leon Guerrero
Resident Commissioner

Michael J. Duenas
Executive Director

Pedro A. Leon Guerrero, Jr.
Deputy Director

TO: Lucele Leon Guerrero, Controller *[Signature]*
FROM: Gina M. Cura, Property Site Manager (AMP 2) *[Signature]*
SUBJECT: Recommend to Write-Off Tenant Accounts Receivables
Total: \$2,751.00

I have reviewed AMP 2's Tenant Accounts Receivables for the period through December 31, 2018. Attached is a list of accounts to be written off due to non-activity from former residents. The accounts were closed through December 31, 2018.

Please note that the 'Aged Balance Report' does not reflect the balances as indicated in TAR. Attached is a TAR Balance Report (excel sheet) and supporting documents explaining the variances as described below:

<u>Aged-Balance Report</u>	<u>Write-Off Amount</u>	<u>(Variance)</u>
\$4,066.00	\$2,751.00	\$1,315.00

The reason for the variance is due to other charges were applied to tenants after December 31, 2018.

These inactive accounts are affecting the Authority's financial performance and I am recommending that these accounts be written off and forwarded to the Department of Revenue and Taxation for collection.

Attachment

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
WRITE-OFF BALANCES FOR AMP 2
CLOSED OUT AS OF December 31, 2018

Unit #	Move Out Date	Reason for Termination	Last Payment Date	Closed Out Processed Date	(Utility Reimbursement)/ Rent After Move Out (a)	Cleaning Charges (b)	Security Deposit (c)	A/R Balance (Closed) as of 12/31/2018 (a+b-c)	Comments
1 8JTO, YONA	6/4/2018	NON -COMPLIANCE: UTILITY DISCONNECTION	9/20/2016	7/17/2018	\$ (2.00)	\$ 180.00	\$ (150.00)	\$ 28.00	Negative response to date
2 4JCR, YONA	7/23/2018	VOLUNTARY 30-DAYS	5/29/2018	7/31/2018	\$ 1,566.00	\$ 455.00	\$ (150.00)	\$ 1,871.00	Negative response to date
3 9JAP, YONA	8/2/2018	NON -COMPLIANCE: UTILITY DISCONNECTION	4/5/2018	8/16/2018	\$ 882.00	\$ 120.00	\$ (150.00)	\$ 852.00	Negative response to date
				TOTAL:	\$ 2,446.00	\$ 755.00	\$ (450.00)	\$ 2,751.00	





GHURA

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



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Thomas E. B. Borja
Chairman (Acting)

Carl V. Dominguez
Commissioner

George F. Pereda
Commissioner

Eliza U. Paulino
Commissioner

Joseph M. Leon Guerrero
Resident Commissioner

Ray S. Topasna
Executive Director

Elizabeth F. Napoli
Deputy Director

March 11, 2019

TO: Lucele Leon Guerrero, Controller *lls*

FROM: Property Site Manager, AMP 3

SUBJECT: Recommend to Write-Off Tenant Accounts Receivables
as of December 31, 2018

I have reviewed AMP3's Tenant Account Receivables and attached the listing of accounts recommended for write-off due to no response from former residents. These accounts have been close thru December 31, 2018 totaling \$5,244.91.

These inactive account balances are affecting the Authority's financial performance therefore; I recommend that these balances be written off and forwarded to the Department of Revenue and Taxation for collection.

Note: two accounts on the Age Balance Report, specifically 20MAO and 236JQQ were not included on with this request due to the close-out date being after the December 31, 2018. I will ensure these accounts be added to the next round of TAR write-offs.

Thank you.

PRB

Patrick R. Bamba
Property Site Manager, AMP 3

Attachments



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
WRITE-OFF BALANCES FOR AMP 3 AS OF DECEMBER 31, 2018
073-1 AGAT

NO	UNIT NO	MOVE OUT DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE OUT PROCESSED	(URI) OR RENT BALANCE AFTER MOVE-OUT	CLEANING CHARGES	SECURITY DEPOSIT	A/R BAL ON ACCOUNT (AS OF 12/31/2018)	COMMENTS
1	25MAO	11/15/18	30 DAY NON-COMPLIANCE	9/21/18	9/28/18	\$ 156.00	\$ 10.00	\$ 150.00	\$ 16.00	NO RESPONSE
2	12MAO	8/24/18	30 DAY NON-COMPLIANCE	-	9/28/18	\$ 42.00	\$ 1,017.17	\$ -	\$ 1,059.17	NO RESPONSE
3	19MAO	8/15/18	UTILITY DISCONNECTION	7/5/18	9/28/18	\$ 29.00	\$ 1,021.53	\$ 150.00	\$ 900.53	NO RESPONSE
4	53MAO	7/20/18	UTILITY DISCONNECTION	5/3/18	8/9/18	\$ 440.00	\$ 778.19	\$ 150.00	\$ 1,068.19	NO RESPONSE
5	69MAO	10/24/18	UTILITY DISCONNECTION	9/21/18	11/19/18	\$ 132.00	\$ 513.51	\$ 150.00	\$ 495.51	NO RESPONSE
6	11MAO	7/31/18	GRIEVANCE HEARING - TERMINATION	12/28/18	9/17/18	\$ -	\$ 411.25	\$ 150.00	\$ 100.00	PAYMENT OF \$61.25 MADE ON 9/5/18 AND 2 PAYMENTS MADE: \$50.00 ON 10/19/18, \$50.00 ON 12/28/18
7	27MAO	8/12/18	VOLUNTARY 30 DAYS NOTICE	8/3/18	9/28/18	\$ 35.50	\$ 743.61	\$ 400.00	\$ 379.11	NO RESPONSE
8										
*****NOTHING FOLLOWS*****										
TOTAL									\$ 4,018.51	

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
 WRITE-OFF BALANCES FOR AMP 3 AS OF DECEMBER 31, 2018
 073-3 UMATAC

NO	UNIT NO	RESIDENT NAME	SS#	MOVE OUT DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE OUT PROCESSED	(UR) OR RENT BALANCE AFTER MOVE-OUT	CLEANING CHARGES	SECURITY DEPOSIT	A/R BAL ON ACCOUNT (AS OF 7/31/18)	COMMENTS
1												
2												
3												
4												
*****NOTHING FOLLOWS*****												
TOTAL											\$	

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
 WRITE-OFF BALANCES FOR AMP 3 AS OF DECEMBER 31, 2018
 073-2 MERIZO

NO	UNIT NO	MOVE OUT DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE OUT PROCESSED	(U) OR RENT BALANCE AFTER MOVE-OUT	CLEANING CHARGES	SECURITY DEPOSIT	A/R BAL ON ACCOUNT (AS OF 07/31/18)	COMMENTS
1	114SD	11/19/18	VOLUNTARY 30 DAYS NOTICE	10/8/18	12/20/18	\$ 249.00	\$ 83.47	\$ 150.00	\$ 182.47	NO RESPONSE
2	1288SD	9/30/18	30 DAY NON-COMPLIANCE	9/1/18	10/30/18	\$ -	\$ 901.84	\$ 150.00	\$ 751.84	NO RESPONSE
3	136SD	11/19/18	UTILITY DISCONNECTION	10/1/18	12/4/18	\$ 66.00	\$ 376.09	\$ 150.00	\$ 292.09	NO RESPONSE
4			*****NOTHING FOLLOWS*****							
5										
6										
7										
TOTAL									\$ 1,226.40	



GHURA

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



March 11, 2019

Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Thomas E. B. Borja
Chairman (Acting)

Carl V. Dominguez
Commissioner

George F. Pereda
Commissioner

Eliza U. Paulino
Commissioner

Joseph M. Leon Guerrero
Resident Commissioner

Ray S. Topasna
Executive Director

Elizabeth F. Napoli
Deputy Director

TO: Lucele Leon Guerrero, Controller *llg*
VIA: Elizabeth F. Napoli, Deputy Director
FROM: Property Site Manager, AMP4
SUBJECT: Recommend to Write-Off Tenant Accounts Receivables
Total: \$1,688.97

I have reviewed AMP4's Tenant Accounts Receivables for the period through December 31, 2018. A total of \$1,688.97 is being requested to be written off from the GL books.

Attached is a list of accounts to be written off due to non-activity from former residents. Please note that these former tenants have not remit any payments due to GHURA within the time periods stated in their collection letters.

These inactive accounts are affecting the Authority's financial performance and I am recommending that these accounts be written off and forwarded to the Department of Revenue and Taxation for collection.

Please feel free to contact me at 475-1394 for any questions or concerns.

Philomena San Nicolas

Philomena San Nicolas

Attachment

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
FY2018 WRITE-OFF BALANCES FOR AMP4
CLOSED OUT IN SYSTEM THROUGH

12/31/18

	UNIT NO.	MOVE OUT DATE	REASON FOR TERMINATION	DATE OF LAST PAYMENT	DATE CLOSE-OUT PROCESSED	(UR) or Rent Balance after move-out	Cleaning Charges	Security Deposit	A/R BAL ON ACCOUNT (AS OF 7/31/17)	COMMENTS
1	26APAQ	05/31/2018	TERMINATION - LEASE VIOLATION (UNAUTHORIZED)	5/1/2018	10/22/2018	\$ -	\$ 157.50	\$ (150.00)	\$ 7.50	NO RESPONSE; CERTIFIED MAIL RECEIVED; WRITE-OFF
2	3WSA	07/31/2018	ABANDONMENT OF UNIT	8/1/2018	11/26/2018	\$ 185.00	\$ 60.00	\$ (150.00)	\$ 95.00	NO RESPONSE; CERTIFIED MAIL RECEIVED; WRITE-OFF
3	8RSSA	08/13/2018	NON-COMPLIANCE - NO 30-DAY NOTICE PROVIDED	1/8/2018	11/26/2018	\$ 13.50	\$ 557.44	\$ (150.00)	\$ 420.94	NO RESPONSE; CERTIFIED MAIL RECEIVED; WRITE-OFF
4	3RDA8	09/14/2018	NON-PAYMENT OF RENT; ABANDONMENT OF UNIT	7/5/2018	11/26/2018	\$ 514.00	\$ 801.53	\$ (150.00)	\$ 1,165.53	NO RESPONSE; CERTIFIED MAIL RECEIVED; WRITE-OFF
					TOTAL:	\$ 712.50	\$ 1,576.47	\$ (600.00)	\$ 1,688.97	\$



GHURA

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



Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

Thomas E. B. Borja
Chairman (Acting)

Carl V. Dominguez
Commissioner

George F. Pereda
Commissioner

Eliza U. Paulino
Commissioner

Joseph M. Leon Guerrero
Resident Commissioner

Ray S. Topasna
Executive Director

Elizabeth F. Napoli
Deputy Director

MEMORANDUM

DATE: March 11, 2019

TO: Lucele Leon Guerrero, Controller *[Signature]*

FROM: PearlyJean Mendiola, Property Site Manager (Guma Tranklidat) *[Signature]*

SUBJECT: Recommend to Write-Off of Tenant Accounts Receivables
Total: \$1,685.00

I have reviewed Guma Tranklidat's Tenant Accounts Receivables and listed the accounts that should be written off due to non-activity from former residents. These accounts were closed through December 31, 2018.

These inactive accounts are affecting the Authority's financial performance and it is recommended that these accounts be written off and forwarded to the Department of Revenue and Taxation for collection.

Attachment



Guam Housing & Urban Renewal Authority
Guma Trankililat - Write-off through December 31, 2018

NO.	UNIT NO.	MOVE OUT DATE	REASON FOR TERMINATION	LAST PAYMENT DATE	RENT CHARGES AFTER MOVE OUT	SECURITY DEPOSIT	A/R BALANCE (CLOSED) AS OF 12/31/2018	COMMENTS
1	C-2	2/28/2017	TNT PASSED AWAY	2/6/2017	\$ 643.00	\$ 194.00	\$ 449.00	NO RESPONSE
2	B-4	5/31/2016	NON-COMPLIANCE/ABANDONED UNIT	4/4/2016	\$ 307.00	\$ 163.00	\$ 144.00	NO RESPONSE
3	K-4	10/1/2017	TNT PASSED AWAY	9/1/2017	\$ 58.00	\$ 50.00	\$ 8.00	NO RESPONSE
4	E-2	5/25/2018	TNT PASSED AWAY	5/8/2018	\$ 1,124.00	\$ 40.00	\$ 1,084.00	NO RESPONSE
5							\$ -	
6							\$ -	
7							\$ -	
8							\$ -	
9							\$ -	
10							\$ -	
							\$ 1,685.00	