



**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M., November 22, 2022
GHURA's Main Office (via Zoom)
1st floor, Conference Room, Sinajana
AGENDA**

- I. ROLL CALL**
- II. BOARD MEETING PUBLIC ANNOUNCEMENTS**
1st Printing – Tuesday, November 15, 2022
2nd Printing – Sunday, November 20, 2022
- III. APPROVAL OF PREVIOUS BOARD MINUTES – October 27, 2022**
- PAGE (S)**
- IV. NEW BUSINESS**
1. **Resolution No. FY2023-005** 1 - 29
Resolution approving the Section Eight Management Assessment Program (SEMAP) Certification for Fiscal Year ending 2022
2. **Intent of Award** 30 - 39
RFP#GHURA-COCC-022-003; Independent Financial Audit Services
3. **Intent to Rescind Board Action Item #120/22** 40 - 48
GHURA-06-16-2022-CDBG; Construction of MTM Community Recreational Facility
- V. OLD BUSINESS**
1. **Change Order** 49 - 51
To add a staircase to the Section 8 Office Expansion – O.H. Construction
- VI. GENERAL DISCUSSION / ANNOUNCEMENTS**
1. Next proposed scheduled Board Meeting: Tuesday, December 13, 2022
@ 12:00 p.m.
- VII. ADJOURNMENT**

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WORLD / NATION

Recent fatal crashes involving vintage aircraft

Associated Press

Saturday's collision between two World War II-era military planes at a Dallas air show was the latest in a long list of crashes involving vintage planes used or designed for military purposes. Some recent fatal crashes in the U.S. and abroad:

— **Oct. 2, 2019:** A four-engine, propeller-driven B-17G Flying Fortress bomber with 13 people aboard crashed at Bradley International Airport, north of Hartford, Connecticut, during a traveling vintage aircraft show. Seven people were killed and six were hurt. The National Transportation Safety Board found that pilot error was the probable cause, with inadequate maintenance a contributing factor.

— **Nov. 17, 2018:** A privately owned vintage World

War II Mustang fighter airport plane crashed into the parking lot of an apartment complex in Fredericksburg, Texas, killing the pilot and a passenger. The P-51D Mustang was returning after performing a flyover during a living history show at the national Museum of the Pacific War. The aircraft was destroyed, and several vehicles in the parking lot were damaged.

— **Aug. 4, 2018:** A 79-year-old Junkers Ju-52 plane operated by the Swiss company Ju-Air plunged into the Piz Segnas mountain near the Flims ski resort in eastern Switzerland, killing all 20 on board. Retired from Switzerland's air force in 1981, the German-built plane was carrying tourists who wanted to take "adventure flights" to experience the country's landscape in vintage planes.

THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY

**Board of Commissioners Meeting
Tuesday, November 22, 2022 at 12:00 PM.
This meeting is open to the public via Zoom.**

Topic: GHURA BOC Meeting Nov 22, 2022
Time: Nov 22, 2022 12:00 PM Guam, Port Moresby

Join Zoom Meeting
<https://us06web.zoom.us/j/85342765622?pwd=aC9nME12K3JLT3pmN0l5anRZLTm5lQT09>

Meeting ID: 853 4276 5622
Passcode: 675278

Watch YouTube Live Stream
<https://www.youtube.com/channel/UCGqKWU0k0mT0FOLYn48ULag>

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The complete Board packet may be viewed on our website at www.ghura.org. For more information, please contact Audrey Aguon at 475-1378 and for special accommodations, please contact Chief Planner – Designated Section 504 / ADA Coordinator at 475-1322 or TTY 472-3701.

This advertisement was paid for by GHURA.

Samoa ready for rugby final

MANCHESTER, England (AP) — Samoa's squad is acutely aware of the huge interest it has attracted from reaching its first Rugby League World Cup final.

Fans of Toa Samoa have been blasting car horns and waving every Samoan flag they can find since the team's shocking 27-26 semifinal win over tournament host England last weekend in London.

That put the Toa into the final on Saturday at Old Trafford with hot favourite Australia, which has won eight of the last nine World Cups.

Center Stephen Crichton, who kicked the golden point dropped goal that broke English hearts, said the backing from supporters has swelled their pride.

"It means a lot to all the boys in the squad and it means a lot for our moth-



AP PHOTO
Samoa supporters outside Old Trafford Stadium in the lead up to the final of the Rugby League World Cup, in Manchester, England, Nov. 18, 2022.

erland and the people of Samoa," Crichton said.

"We've seen all the videos that's come out from it and how proud they all are. Flags are being sold out everywhere, it's pretty crazy."

Even actor Dwayne Johnson joined in on social media, asking the Toa to show

grit and define their legacy. "I am delivering this mes-

sage with boundless love and boundless reverence and respect and boundless pride for my boys, my usos, the Toa Samoa rugby team," the Rock said. "This is the first time that our island, our country, our culture of Samoa has ever gone to the finals for any sport. They are making history and I could not be more proud of them, we could not be more proud of them."

Matt Parish has been coaching Samoa since 2013, and said Crichton and other Australia-based players could have committed to the Kangaroos instead of Samoa. But their ambition to make history,

to put Samoa back on the map, was greater.

"That was the whole idea of it when all the boys made that pledge to come to Samoa," Parish said. "We didn't want to be in it to compete with the other teams, we wanted to actually make it to the top."

Crichton was part of the Penrith Panthers team that won the National Rugby League final last month, along with Samoa teammates Jarome Luai, Brian To'o, Izack Tago, Spencer Leniu and Taylan May. They were further strengthened in the Samoa team by Joseph Suaalii and captain Junior Paulo.

Cougars defeat Royals in girls hoops

Pacific Daily News

The Academy of Our Lady of Guam Cougars gained another win, beating the Notre Dame High Royals in Independent Interscholastic Athletic Association of Guam High School Girls Basketball Friday night at

Notre Dame.

The Cougars beat the Royals 56-37. Both teams displayed impeccable speed, but that led to multiple fouls and turnovers in the first half.

The Royals were struggling with the Cougars' de-

fense. Faith Piper scored four points in the half. The Cougars' Meleleia Cruz led with eight points, which added to the 31-16 lead going into the half.

The Cougars were plagued with travels, but they kept the lead, with Victoria Rapadas scoring six points. Though the Royals had most of the turnovers go in their favor, they failed to keep up with the Cougars.

Cruz led the Cougars with 10 points while Piper and Zaeyah Tajalle led the Royals with nine points each.



VANESSA MALUMAY/PDN

Notre Dame High's Zaeyah Tajalle drives the ball against the Academy of Our Lady of Guam's Kaeden Canovas (21) and Meleleia Cruz (12) Nov. 18, 2022, at Notre Dame. The Cougars defeated the Royals 56-37.

THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY

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Meeting ID: 853 4276 5622
Passcode: 675278

Watch YouTube Live Stream
<https://www.youtube.com/channel/UCGqKWU0kOmTOFOLYn48ULag>

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This advertisement was paid for by GHURA.

NOTICE OF PUBLIC MEETING

Public Defender Service Corporation's Board of Trustees will have a meeting **Tuesday, November 22, 2022 at 12:30 PM** in the PDSC conference room of the Public Defender Service Corporation, located at MVP Sinajaña Commercial Building, Unit B, 779 Route 4, Sinajaña, Guam 96910. A workstation is set up in the Corporation's lobby for any member of the public who would like to observe and offer comments. The meeting will be held via video conferencing and a link to the meeting is available through the PDSC website or PDSC YouTube Channel https://www.youtube.com/channel/UCOML-DJGGsY_Y9qzAILT6mw.

Agenda: I. Call to Order; II. Roll Call; III. Proof of Due Notice of Meeting; IV. Determination of Quorum; V. Approval of Minutes; VI. Old Business: A. Financial Status Update/Allotment Releases (PDSC, APD, TAC, EJC); B. Report from PDSC Executive Director; C. Report from APD Managing Attorney; D. Report from Elder Justice Center Managing Attorney; E. Attorney Pay Parity VII. New Business: A. Elder Justice Center - Landlord Tenant Assistance; VIII. Public Discussion; and IX. Adjournment and Next Meeting Date: Tuesday, December 27, 2022.

Copies of the agenda and meeting packet will be available prior to the meeting at the Public Defender Service Corporation's office or on their website at www.guampdsc.org. Individuals requiring special accommodations are asked to contact Ms. Cathy Gogue at 671-475-3100. Publication of Notice is paid for by government of Guam funds.

/s/ CHIEF JUSTICE F. PHILIP CARBULLIDO
CHAIRMAN



**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
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GHURA's Main Office (via Zoom)
1st floor, Conference Room, Sinajana
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I. ROLL CALL

After notice was duly given, pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regularly scheduled board meeting was called to order at **12:07 P.M. Friday, October 27, 2022**, at the GHURA Sinajana Main Office, 1st floor Conference room, by Vice Chairwoman Guzman. She indicated that 4 members of the Board of Commissioners were present, representing a quorum and that the meeting would proceed as scheduled.

<p>PRESENT:</p> <p>Monica Guzman, Vice Chairwoman Nate Sanchez, Commissioner Emilia Rice, Commissioner Karl Corpus, Resident Commissioner (via zoom)</p> <p>ABSENT:</p> <p>Dr. John Rivera, Chairman Frank Ishizaki, Commissioner Anisia Delia, Commissioner</p> <p>LEGAL COUNSEL:</p>	<p>MANAGEMENT & STAFF:</p> <p>Elizabeth Napoli, Executive Director Fernando Esteves, Deputy Director Audrey Aguon, Special Assistant Frances Danieli, Fiscal Controller Sonny Perez, AE Manager Kimberly Bersamin, HR Administrator Katherine Taitano, CDBG Manager Norma San Nicolas, Section 8 Administrator</p> <p>PUBLIC:</p>
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II. BOARD MEETING PUBLIC ANNOUNCEMENTS

1st Printing – Thursday, October 20, 2022

2nd Printing – Tuesday, October 25, 2022

ACKNOWLEDGED BY THE GHURA BOARD

III. APPROVAL OF PREVIOUS BOARD MINUTES – October 11, 2022

[028/22] Commissioner Sanchez moved to approve the minutes of the October 11, 2022 BOC meeting subject to corrections. Commissioner Rice seconded the motion. There were no objections by the other board members. Motion passed unanimously.

IV. NEW BUSINESS

1. Resolution No. FY2023-002 approving Above-Step Appointment for Engineer III Position (A/E Division)

[029/22] Director Napoli presented Resolution No. FY2023-002 (pg. 1 of 82 in the board packet) and stated the following:

- Questions from the BOC will be forwarded to Dr. Kim Bersamin.

Vice Chairwoman Guzman asked whether OM3-8 represented a title. Dr. Bersamin, HR Administrator, stated that OM3-8 was a pay grade and step.

Vice Chairwoman Guzman inquired about whether the above-step would increase the capacity of employees in the A/E division. Dr. Kim Bersamin indicated that they are at the tail end of the merit system and based on the staffing needs and retention goals, this process is required in the statute to come before the board for approval. She added that GHURA has met all the disclosure and transparency requirements.

Director Napoli added that Mr. Michael Racuyal had been with GHURA for a while and stated that Mr. Sonny Perez and Ms. Katherine Taitano can attest to Mr. Racuyal's qualifications and experience. She added that Mr. Racuyal is a valuable asset to GHURA and has proven that he is well worth the above-step salary request.

Deputy Director Esteves indicated that funding for this position is actually neutral funding, it isn't net negative or net positive because all the work they do is funded by the work they do. As they stay active, they're paying for themselves. There are projects that other agencies utilize so not only does it benefit other agencies, but it also benefits GHURA. If there are opportunities for GHURA to assist other agencies, salaries are paid for in that way, as well. Being able to have an engineer that pays for itself, in-house, allows GHURA to do more, do things timelier, and ensures that projects are far more completed and secure. To have a rare position like this presented to us is a win-win situation.

Commissioner Sanchez inquired about how long Mr. Racuyal held the temporary position. Dr. Bersamin stated that he held the temporary position for about a year.

(*About 5 minutes of technical difficulties from minutes 19.22 to 24.19. Recording continued, but the board of commissioners could not be heard.)

Mr. Sonny Perez, A/E Manager, added that Mr. Racuyal is studying for his Professional Engineering License scheduled for April 2023. He is a structural engineer and, in the industry, structural engineering is a rare discipline and difficult to find locally.

There were no further discussions.

[030/22] Commissioner Sanchez motioned to approve Resolution No. FY2023-002, an approval for the above step appointment for the engineering III position, A/E division. Motion was seconded by Commissioner Rice. There were no objections by the other board members. Motion carried.

- 2. Resolution No. FY2023-003** approving the Fiscal Year 2023 Section 8 Housing Choice Voucher Program Utility Allowance Schedule

[031/22] Mrs. Norma San Nicolas, Section 8 Administrator, stated that the Utility Allowance schedule is used to provide assistance to families. Regulation states that the Section 8 Program must establish and maintain a schedule and update it annually. For FY 2023 there is an increase of 10%. She requested board approval of Resolution No. FY2023-003 approving the FY2023 Section 8 Housing Choice Voucher Program Utility Allowance Schedule.

Director Napoli read Resolution FY2023-003, which was included in the BOC Board packet.

Vice Chairwoman Guzman inquired about whether all the increases were included in the Utility Allowance Schedule. Mrs. San Nicolas confirmed this and added that each utility is determined by either the household size or by the average usage per household.

Commissioner Sanchez inquired about whether the Section 8 Utility Allowance Schedule reflects surcharges that are anticipated soon. Mrs. San Nicolas stated that it does not. She added that the Utility Allowance Schedule only reflects what is current. Should there be an increase of more than 10% in the future, Section 8 is obligated to make the necessary changes to the schedule.

[032/22] Commissioner Sanchez moved to approve the Resolution FY2023-003 approving the Section 8 Housing Choice Voucher Program Utility Allowance Schedule. Commissioner Rice seconded the motion and added to revisit the movement should there be an increase of fuel surcharge in excess of 10%. There were no objections. Motioned carried.

3. Resolution No. FY2023-004 approving Fiscal Year 2023 Section 8 Housing Choice Voucher Program Payment Standards

[033/22] Mrs. Norma San Nicolas, Section 8 Administrator, stated that Section 8 is required to establish and maintain a Payment Standards which is the maximum assistance that the program can provide the family per bedroom size. She added that the Payment Standards is based on the fair market rent between 90-110%. Except for the higher rent amount for reasonable accommodations, Section 8 cannot exceed 120%. Based on stats and what Section 8 sees coming in for rent, the program is setting the higher bedroom size at 105%, with the exception of the studio apartment size which is at 100%. Currently, the program does not have tenants renting studio apartments.

Director Napoli read Resolution No. FY2023-004, the Section 8 Housing Choice Voucher Program Payment Standards, which was included in the BOC board packet.

Vice Chairwoman Guzman inquired about the guidelines used to set the Payment Standards. Mrs. San Nicolas stated that HUD Regulations state that Section 8 can set its payment standards between 90 to 110% and not more than 120% for persons for reasonable accommodations. She added that if GHURA does not stay competitive, families will be returning housing vouchers. GHURA must be competitive in the housing market for Section 8 families to secure housing. She added that this is an income-based program, a 70/30 Program and sometimes 100% if the tenant does not have an income.

[034/22] Commissioner Rice moved to approve Resolution FY2023 Section 8 Housing Choice Voucher Program Payment Standards with the revisions noted by Deputy Director on dollar signs as \$2,243. Commissioner Sanchez seconded the motion. There were no objections. Motion carried.

4. Intent of Award, IFB#GHURA-08-23-2022-AMPs 1, 3 & 4; Renovation of Five (5) Public Housing Units

[035/22] Director Napoli stated the following:

- **IFB #GHURA-08-23-2022- Bid opening for the project was held on September 21, 2022, at 2pm**

- Each of the (2) contractors purchased a set of bid specifications of which both submitted bids.
- Genesis Tech Corp. submitted a bid bond of 15% and a base bid #1 amount of \$176,000
- OH Construction submitted a bid bond of 15% and a base bid #1 amount of \$155,000
- Government estimate was at \$138,620
- Base Bid #1 consisted of:
 1. Modernizing (5) GHURA units at AMPs 1, 3, and 4
 2. Includes, but not limited to cleaning building interior and common areas, replacing exterior and interior doors, carpentry, painting, plumbing, sewer replacement, and electrical work.
- OH Construction provided the lowest responsive and responsible bid for Base Bid #1.
- OH Construction has completed several GHURA projects with good standing
- OH Construction has been cleared by Department of Labor Compliance, OSHA and EPLS Debarred list.
- Based on staff's review and determination, GHURA is requesting board approval to issue the contract to OH Construction for Base Bid #1 in the total amount of \$155,000
- Funding is available under the Capital Fund Program.

[036/22] Vice Chairwoman Guzman moved to approve IFB #GHURA -08-23-2022- AMPs 1,3, &4; Renovation of (5) Public Housing Units in the amount of \$155,000 to OH Construction. Commissioner Sanchez seconded the motion. There were no objections. Motion carried.

5. Intent of Award IFB#GHURA-08-25-2022-AMP4; Replacement of AMP4 Maintenance Shop Extension

[037/22] Director Napoli stated the following:

- Bid opening for this project was held on September 23, 2022 at 2pm
- Each of the (3) purchased a set of bid specifications
- Only (2) submitted a bid
- Genesis Tech Corp submitted a 15% bid bond and a base bid #1 amount of \$108.000
- OH Construction submitted a 15% bid bond and a base bid #1 amount of \$155,500.
- Government estimate was at \$134,653.36

- **Base Bid #1 is located in AMP4 GHURA Main office in Toto-Mongmong-Maite.**
- **The project consists of design and construction of the new storage expansion, which consists of a storage room and a restroom.**
- **Genesis Tech Corp. provided the lowest responsive and responsible bid for Base Bid #1**
- **Genesis Tech Corp. has completed several GHURA projects with good standing**
- **Genesis Tech Corp. has been cleared by DOL Compliance, OSHA, and EPLS Debarred list.**
- **Based on AE staff's review, GHURA is requesting that the board approval to issue the contract to Genesis Tech Corp for Base Bid #1 in the amount of \$180,000**
- **Funding is available under the Public Housing Operating Reserves.**

Vice Chairwoman Guzman inquired about whether Mr. Sonny Perez, AE Manager, was comfortable with Genesis Tech Corp bid being below the government's estimate. Mr. Perez confirmed that he is comfortable with the bid.

[038/22] Commissioner Sanchez moved to approve Intent of Award to IFB#GHURA-08-25-2022-AMP4; Replacement of AMP4 Maintenance Shop Extension in the amount of \$108,000 to Genesis Tech Corp. Commissioner Rice seconded the motion. There were no objections. Motion carried.

6. Intent of Award IFB#GHURA-09-02-2022-SI; Site Improvements for AMP1

[039/22] Director Napoli stated the following:

- **IFB#GHURA-09-02-2022 bid opening was held on September 28,2022 at 2pm**
- **(3) contractors purchased a set of bid specifications**
- **(2) submitted a bid**
- **OH Construction submitted a 15% bid bond and a base bid #1 amount of \$189,500.**
- **Genesis Tech Corp submitted a 15% bid bond and a base bid #1 amount of \$150,000**
- **The government estimate was at \$294,677.29**
- **Base Bid #1 is a "Design Build" project with the intent to upgrade existing concrete swale/bio-retention swale, catch basins and infiltration vault to meet CNMI and Guam Stormwater Management**

Manual 2006 and other applicable codes. Includes tree and sandbox removal.

- **Professional engineer services are required to design and prepare documents for building permit.**
- **AE staff contacted Dr. Austin Shelton, Director of UOG's Center for Island Sustainability and UOG Sea Grant about tree removal for the project. As of Oct. 18, 2022, AE staff awaits a response.**
- **In review of bid results, Genesis Tech Corp provide the lowest responsive and responsible bid for Base Bid #1.**
- **Genesis Tech Corp has been cleared by DOL Compliance, OSHA, and EPLS Debarred list**
- **Based on AE Staff's review and determination, GHUR Ais requesting approval to issue the contract to Genesis Tech Corp for Base Bid #1 in the amount of \$150,000.**
- **Funding available under the Capital Fund Program.**

Mr. Perez added that a previous award for Genesis Tech was at AMP1 Therefore, Genesis Tech can get their benefits from the economy of scale by project location. These two projects are near one another so Genesis Tech will use the same labor force when they when they're performing their renovations. When the materials come in for this AMP, they can move over and back and forth because they are within the same neighborhood. That is why they're able to provide GHURA with that price.

[040/22] Commissioner Rice moved to approve the Intent of Award IFB#GHURA-09-02-2022-S1-AMP1; Site Improvements for AMP1 to Genesis Tech Corp at \$150,000. Commissioner Sanchez seconded the motion. There were no objections. Motion carried.

7. Intent of Award IFB#GHURA-09-01-2022-MOD8-AMPs 2, 3 & 4; Renovation of Eight (8) Public Housing Units

[041/22] Director Napoli stated the following:

- **Bid opening for this project was held on September 27, 2022 at 2pm**
- **Each of the (2) contractors purchased a set of bid specifications**
- **(2) submitted a bid**
- **Genesis Tech Corp submitted a 15% bid bond and a base bid #1 amount of \$103,000, base bid #2 amount of \$72,187, and base bid #3 amount of \$122,000. Total bid submitted: \$297.187**

- OH Construction submitted a 15% bid bond and a base bid #1 amount of \$121,500, base bid #2 amount of 72,500, and base bid #3 amount of \$142,000. Total amount submitted: \$336,000.
- Government estimate for base bid #1 was \$115,697.50. Base bid #2, \$80,242.50 and Base bid #3, 139,375.00. Total estimate: \$335,315.00
- Project is to modernize units per scope of work:
 1. Base bid #1- (3) units in AMP4, Toto and Dededo
 2. Base bid #2- (2) units in AMP2, Yona and Inarajan
 3. Base bid #3- (3) units in AMP3, Umatac and Merizo
- Modernization includes, but not limited to cleaning building interior and exterior and common areas, replacing exterior and interior doors, carpentry, painting, plumbing, sewer replacement, and electrical work.
- Genesis Tech Corp. provided the lowest responsive and responsible bid for all (3) Base Bids and has completed several GHURA projects with good standing. They have also been cleared by DOL Compliance, OSHA, and EPLS Debarred list.
- Based on AE staff's review and determination, GHURA is requesting approval of the board to issue the contract to Genesis Tech Corp, for all (3) base bids in the amount of \$297,187.00.
- Funding is available under the Capital Fund Program.

[042/22] Commissioner Sanchez moved to approve the IFB#GHURA-09-01-2022-MOD8-AMPs; Renovation of (8) Public Housing Units in the amount of \$297,187.00 to Genesis Tech Corp. Commissioner Rice seconded the motion. There were no objections. Motion carried.

8. **Change Order** To remove the Walkway Scope of Work; Sinajana Arts Center – Mega United

[043/22] Mr. Sonny Perez stated the following:

- The original walkway design starts from the delivery point of the mayor's office, and it goes right into the mayor's first door.
- Proposal by the mayor to extend the walkway all the way to the community center, this is not a part of the original scope of work
- AE had structural engineer and construction manager for the Art Center prepare a partial design for a covered walkway
- Funding of \$250,000 located by Mayor Hofmann
- A write-up of a deductive change order to remove the short length walkway from the total scope was included in the BOC board packet.
- Mega United had been notified of this change

- A formal bid will be sent out for the entire length of the walkway, which will be from the mayor's office, passed the Art Center, and into the community center.
- Board approval will be for the deductive change order.

[044/22] Vice Chairwoman Guzman moved to approve the Change Order request #8A to remove the walkway scope of work for the Sinajana Art Center with Mega United in the amount of \$71,123.20. Commissioner Corpus seconded the motion. There were no objections. Motion carried.

9. Change Order

To add a staircase to the Section 8 Office Expansion – O.H. Construction

[045/22] Mr. Sonny Perez stated the following:

- Change Order to expand the Section 8 Interview rooms and to add a room for a new office of A/E Division
- Layout is located right outside the BOC Conference room with the entrance in the lobby.
- A/E office to be on the second floor, above the new Section 8 interview room.
- Original concept was ingress and egress through the FISCAL offices, due to concerns from the FISCAL staff, a new design which included a staircase was created
- Contractor quote requested. Original contract amount was for \$25,000
- Additive concrete staircase, doors, etc. was for \$70,000
- Request for board approval will be at the next scheduled BOC meeting

V. EXECUTIVE DIRECTOR'S REPORT

1. Project Updates

[046/22] Director Napoli stated that GHURA completed its part of the project for the Central Community Arts Hall.

2. Division Updates

[047/22] Director Napoli stated that any updates or discussions under this item may be tabled for the next BOC meeting.

VI. GENERAL DISCUSSION / ANNOUNCEMENTS

**Next proposed scheduled Board Meeting: Tuesday, November 15, 2022
@ 12:00 p.m.**

[048/22] Vice Chairwoman Guzman requested that an email be sent to all the commissioners regarding alternative dates for the next BOC meeting.

VII. ADJOURNMENT

[049/22] Vice Chairwoman Guzman moved to adjourn the GHURA BOC meeting at 1:55pm. There were no objections by the other board members.

November 10, 2022

MEMORANDUM

TO: GHURA Board of Commissioners
VIA: Elizabeth F. Napoli, Executive Director
Fernando Esteves, Deputy Director *FE*
FROM: Norma P. San Nicolas, Section 8 Administrator

SUBJECT: FY2022 SEMAP Certification

Please find attached the Section 8 Management Assessment Program (SEMAP) Resolution and Certification form for your review and approval (*see attachments 1 and 2*). The certification affirms GHURA's annual self-assessment of key areas of the Section 8 Housing Choice Voucher Program for the fiscal year 2022 per the 15 indicators in accordance with 24 CFR 985. Although form HUD-52648 reflects 15 indicators that include an addendum for De-concentration Bonus points, indicators 7 and 15 are not applicable because Guam is not a metropolitan area. A summary of each indicator's assessment result is also attached (*see attachment 3*).

As you may know, the Section 8 Management Assessment Program is a HUD tool used to measure the PHA's operation and performance of the Section 8 tenant-based program. As per regulations, PHAs must self-assess their performance for indicators 1 through 9 and validate its process by electronically submitting form HUD-52648 SEMAP Certification 60 days after the end of the PHA's fiscal year and after board approval. Indicators 10 through 15 are validated by HUD through GHURA's monthly submission of forms HUD-50058. HUD provides the results of the monthly submissions through an ad hoc report. These results are also included with the summary for each indicator in *attachment 3*.

The FY2022 self-assessment results reflect that GHURA's administration and performance of the Section 8 tenant-based program are within compliance with 24 CFR Parts 5, 982, and 985. Although the self-assessment is required at the end of each fiscal year, GHURA's practice is to perform quality control reviews monthly rather than at the end of the fiscal year. The monthly internal quality control of each indicator requirement helps detect and resolve deficiencies promptly. For the past two years, HUD has rolled over GHURA 2019 SEMAP score because of the pandemic. The 2019 final SEMAP score was 130 out of 140 points, or 93%. The loss of 5 points was due to a data entry error. However, GHURA's Section 8 Program earned the designation of a high-performing agency (*attachment no. 4*).

Should the Board of Commissioners have questions regarding the SEMAP Certification or the quality control sampling process, please do not hesitate to consult me. Thank you for supporting the Section 8 Housing Choice Voucher Program.

**ATTACHMENT NO. 1:
SEMAP RESOLUTION**

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
Aturidat Ginima' Yan Rinueban Suidat Guahan
BOARD OF COMMISSIONERS
RESOLUTION NO. FY2023-005

Moved by:

Seconded by:

RESOLUTION APPROVING THE SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION (FORM HUD-52648) FOR FISCAL YEAR ENDING 2022

WHEREAS, the Section 8 Management Assessment Program is a management tool developed and designed by the U.S. Department of Housing and Urban Development for the purpose of identifying and assessing the Authority's management capabilities and to assist in the improvement of the Authority's program operations; and

WHEREAS, 24 CFR 985.101(a) of the Code of Federal Regulations requires Public Housing Agencies to submit the Section 8 Management Assessment Program Certification form within 60 days after the end of its fiscal year; and

WHEREAS, 24 CFR 985.101(a) requires PHA's Section 8 Management Assessment Program certification to be approved by the agency's Board of Commissioners; and therefore it be

RESOLVED, that the Guam Housing and Urban Renewal Board of Commissioners approves the Section 8 Management Assessment Program Certification for fiscal year ending 2022.

IN REGULAR BOARD MEETING, SINAJANA, GUAM – NOVEMBER 22, 2022

PASSED BY THE FOLLOWING VOTES:

AYES:

NAYS:

ABSENT:

ABSTAINED:

I hereby certify that the foregoing is a full, true
And correct copy of the Resolution duly adopted
by the Guam Housing and Urban Renewal Authority
Board of Commissioners on **November 22, 2022.**

FERNANDO B. ESTEVES
Secretary/Executive Director (Acting)

**ATTACHMENT NO. 2:
FORM HUD-52648 SEMAP CERTIFICATION FORM**

Section 8 Management Assessment Program (SEMAP) Certification

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

OMB Approval No. 2577-0215
(exp. 02/29/2020)

Public reporting burden for this collection of information is estimated to average 12 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. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name	For PHA FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
Guam Housing and Urban Renewal Authority	09/30/2022	11/22/2022

Check here if the PHA expends less than \$300,000 a year in Federal awards

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

- Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))
(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes No

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes No
- Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)
(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes No

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response At least 98% of units sampled 80 to 97% of units sampled Less than 80% of units sampled
- Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)
The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response At least 90% of files sampled 80 to 89% of files sampled Less than 80% of files sampled
- Utility Allowance Schedule. (24 CFR 982.517)
The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes No
- HQS Quality Control Inspections. (24 CFR 982.405(b))
A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes No
- HQS Enforcement. (24 CFR 982.404)
The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response At least 98% of cases sampled Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).
Applies only to PHAs with jurisdiction in metropolitan FMR areas.
 Check here if not applicable
- (a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.
 PHA Response Yes No
- (b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.
 PHA Response Yes No
- (c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.
 PHA Response Yes No
- (d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.
 PHA Response Yes No
- (e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.
 PHA Response Yes No
- (f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.
 PHA Response Yes No

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response Yes No

Enter current FMRs and payment standards (PS)

0-BR FMR <u>1,016</u>	1-BR FMR <u>1,115</u>	2-BR FMR <u>1,467</u>	3-BR FMR <u>2,084</u>	4-BR FMR <u>2,511</u>
PS <u>1,067</u>	PS <u>1,171</u>	PS <u>1,540</u>	PS <u>2,188</u>	PS <u>2,762</u>

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)
 PHA Response Yes No
10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)
 PHA Response Yes No
11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)
 PHA Response Yes No
12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))
 PHA Response Yes No
13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.
 PHA Response Yes No
- 14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)
Applies only to PHAs required to administer an FSS program.
 Check here if not applicable

PHA Response

- a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

82

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled 92

c. Portability: If you are the initial PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA 0

Percent of FSS slots filled (b + c divided by a) 1.12

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)
Applies only to PHAs required to administer an FSS program .
 Check here if not applicable

PHA Response Yes No 65%

Portability: If you are the initial PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
 - (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;
- or
- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response Yes No **If yes, attach completed deconcentration bonus indicator addendum.**

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

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)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) 11/22/2022

Date (mm/dd/yyyy) 11/22/2022

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

Principal Operating Area of PHA _____
(The geographic entity for which the Census tabulates data)

Special Instructions for State or regional PHAs. Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

- 1) _____ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- _____ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- _____ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).

Is line c 50% or more? Yes No

- 2) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- _____ c. Number of Section 8 families with children who moved during the last completed PHA FY.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).

Is line d at least two percentage points higher than line a? Yes No

- 3) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.
- _____ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).

Is line d at least two percentage points higher than line a? Yes No

If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.

See instructions above concerning bonus points for State and regional PHAs.

**ATTACHMENT NO. 3:
QUALITY CONTROL SUMMARY AND SAMPLING RESULTS**

**SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP)
CERTIFICATION SUMMARY FOR INDICATORS 1 THROUGH 15**

INDICATOR	POINTS	RATING CRITERIA	QC REVIEW SUMMARY	WAS STANDARDS MET? Total Points Earned
Indicator #1: Selection from the waiting list. (self-certification)	15 or 0	(a) PHA has a written policy for waiting list (b) Quality control shows at least 98% of families were correctly selected from the waiting list. Yes or No	(a) Yes , GHURA's has a written Policy in the Administrative Plan (b) (1) 987 were selected from the WL; 66 required sample showed 100% were correctly selected; 112 were sampled and 100% admitted correctly. (2) Selection and admission were made in accordance with policy.	Yes. GHURA's quality control review confirmed that (1) a written policy of how families are to be selected and admitted into the program is in the PHA's Admin Plan (chapter 4); (2) the quality control review showed that selection and admission of families into the Section 8 Program were performed according to policy.
Indicator #2: Reasonable Rent (self-certification)	20 , 15 or 0	(a) PHA has written method and implements rent reasonableness policy. (b) Quality control sample showed that PHA follows its rent reasonableness method as required. 98% =20 points 80-97% =15 Less than 80% =0 (self-certification required)	(a) Yes , PHA has a written method and implementation policy to determine if asking rents are reasonable. (b) More than 98% sampled showed that the rent reasonable method and policy were accurately followed.	Yes. GHURA's quality control review confirmed that a (1) a written policy in the PHA's Admin Plan (chapter 8); and the quality control review reflect that more than 98 percent of approved rent are reasonable in accordance with 24 CFR 982.507 and 24 CFR 985.
Indicator #3: Determination of Adjusted income (self-certification)	20 , 15, or 0	Quality control sample shows that adjusted income is correctly verified and determined. 90% sampled=20 points 80-89% sampled =15 Less than 80% =0	Out of a sample size of 3,306, the required HUD sample size is 46; GHURA sampled 160. 96% of those sampled showed determination of adjusted income were done correctly.	Yes. The quality control review sample showed that 96% of 160 sampled adjusted rent determination were performed correctly.
Indicator #4: Utility Allowance Schedule (self-certification)	5 or 0	The PHA maintains an up-to-date utility allowance schedule in accordance with 24 CFR 982.517 Yes or No	Yes , GHURA updated its utility allowance annually.	Yes. The Utility Allowance schedule was updated November 26, 2021 for FY2022(Res. 2022-003).

**SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP)
CERTIFICATION SUMMARY FOR INDICATORS 1 THROUGH 15**

Indicator #5: Housing Quality Standards Quality Control Inspections (self-certification)	5 or 0	A PHA supervisor re-inspected sample units for quality control of HQS in accordance with 24 CFR 982.405 and 24 CFR 985.2 Yes or No	Yes, a supervisor inspected units within 3 months of initial re-inspection, and was performed according to policy.	Yes. A Supervisor performed quality control inspection over 2,800 inspections in accordance with 24 CFR 982.405(b).
Indicator #6: HQS enforcement (self-certification)	10 or 0	Quality control of failed HQS inspections showed that all deficiencies were corrected in accordance with 24 CFR 982.404 98% sampled=10 Less than 98% =0	100% of inspected unit sampled showed that all deficiencies were corrected, abated or terminated in accordance with 24 CFR 982.404.	Yes. Quality control review showed that 100% of failed units were re-inspected and passed, abated or the HAP Contract was terminated in accordance with 24 CFR 982.404.
Indicator #7 Expanding Housing Opportunities	5 or 0	Not applicable to Guam (for metro areas only)	Not applicable to Guam	N/A
Indicator #8: Payment Standards (Self-certification)	5 or 0	The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction. Payment standards must be set between 90 to 110%. Yes or No	Yes, GHURA has adopted a current payment standard by unit size. The payment standards were set between 90% and 110%	Yes. GHURA's Payment Standards was updated on November 26, 2021 for FY2022; and payment standards were set between 90% and 110 % of the FMR.
Indicator #9: Annual Re-examination (self-certification)	10, 5 or 0	The PHA completed a reexamination for each participating family at least every 12 months. Yes or No	Yes, GHURA completed 98% of annual reexamination for each participating family at least every 12 months. Fewer than 5% of re-examinations were two months overdue.	Yes. Fewer than 5 percent of annual re-examinations were 2 months overdue.
Indicator #10: Correct Tenant Rent Calculation (PHA PICMTCS reported data)	5 or 0	Two (2) percent or less of tenant rent and tenant share is incorrectly calculated under the rental voucher program. Less than 2 percent calculated incorrectly =5 More than 2 percent calculated incorrectly=0	Monthly PIC Submission showed no rent calculation discrepancy.	Yes. As per HUD MTCS report, there were no rent calculation discrepancies.

**SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP)
CERTIFICATION SUMMARY FOR INDICATORS 1 THROUGH 15**

<p>Indicator #11: Pre-contract HQS Inspections (PHA PIC/MTCS reported data)</p>	<p>5 or 0</p>	<p>98% to 100% Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. Yes or No</p>	<p>Monthly PIC submission showed that 99% of pre-contract units passed before the beginning of the date of the assisted lease and HAP contract.</p>	<p>Yes. 99% of inspected unit passed HQS before the beginning of the lease and HAP contract.</p>
<p>Indicator #12: Continuing HQS Inspections (PHA PIC/MTCS reported data)</p>	<p>10, 5, or 0</p>	<p>The PHA inspects each unit under contract as required. Yes or No</p>	<p>Monthly PIC submission showed that only 1% of 2,391 of Annual HQS inspection is 2 months overdue.</p>	<p>Yes. only 1% of 2,391 HQS inspection is 2 months overdue.</p>
<p>Indicator #13: Lease-up (PHA PIC/MTCS data reporting)</p>	<p>20, 15, or 0</p>	<p>The PHA executed assistance contracts on behalf of eligible families for the number of units that has been under budget for at lease one year. FMC monitors utilization through dollars expended. 98% expended =20 points 95% to 97% = 15 points Less than 95% =0 points</p>	<p>No current data is available in the PIC system because lease up rate is measured at the end of the calendar year. The final lease up rate is determined by the percent of allocated budget authority expended during the calendar year.</p>	<p>As of August 2022, GHURA has expended 98.35% of its budget authority for HAP.</p>
<p>Indicator #14: Family Self-sufficiency (FSS)</p> <p>Note: GHURA's mandatory slots (since inception of the program) =167 Graduated=93 Current mandatory slots =74 Number of current enrollments=128 Number with escrow balance=59 (PHA PIC/MTCS reported data)</p>	<p>10, 8, 5, 3 or 0</p>	<p>The PHA has enrolled families based on percentage of mandatory slots and number of families with escrow accounts.</p> <ul style="list-style-type: none"> 80% or more enrolled and 30% or more with escrow balance=10 points 60% -70% enrolled and 30% or more with escrow balance =8 points 80% or more enrolled and less than 30% with escrow balance =5 points Less than 60% enrolled and 30% or more with escrow balance =5 points 	<p>Monthly PIC submission shows GHURA's FSS Program with:</p> <ul style="list-style-type: none"> 82 mandatory slots 92 families enrolled (Section 8 only) or 112% 55 have escrow balances or 65% 	<p>Yes. more than 100% enrolled with more 69% with escrow balance.</p>

**SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP)
CERTIFICATION SUMMARY FOR INDICATORS 1 THROUGH 15**

		<ul style="list-style-type: none"> • 60% -70% enrolled and less than 30% with escrow balance=3 points • Less than 60% enrolled and less than 30% with escrow balance=0 points 		
Indicator #15: De-concentration Bonus Indicator (applicable to metropolitan areas only)	5	Not applicable to Guam	Not applicable to Guam	N/A
TOTAL POSSIBLE POINTS	140			135 to 140 (possible points if lease up expense is maintained above 98%)

Note: The PHA must self-certify Indicators 1 through 9 and submit electronically 60 days after the end of the PHA's fiscal year. For Indicators 10 through 15, HUD uses information based on data submitted by the PHA through the PIC (Public and Indian Housing Information Center) and MTCS (Multifamily Tenant Characteristics System) systems.

INDICATOR 1: WAITLIST SELECTION

MONTH	TOTAL ASSISTED	TOTAL SAMPLES REQUIRED BY HUD	TOTAL SAMPLED	TOTAL WITH ERRORS	TOTAL SAMPLED - MINUS ERRORS	PERCENT
Oct-21	39	5	11	0	11	100%
Nov-21	243	8	21	0	21	100%
Dec-21	2	2	2	0	2	100%
Jan-22	10	5	6	0	6	100%
Feb-22	22	5	12	0	12	100%
Mar-22	3	3	3	0	3	100%
Apr-22	321	10	16	0	16	100%
May-22	10	5	6	0	6	100%
Jun-22	10	5	10	0	10	100%
Jul-22	5	5	5	0	5	100%
Aug-22	322	10	20	0	20	100%
Sep-22	11	5	5	0	5	100%
TOTAL	998	24	117	0	117	

24 CFR 985 (a) Selection from the waiting list:

- (1) The PHA has a written policy for waiting list.
- (2) Quality control showed that at least 98% of families were correctly selected

Sampling Results:

- (1) Yes, GHURA has a written policy for Selecting families from the waiting list in chapter 4, page 4-8 through 4-13 in the GHURA Administrative Plan.
- (2) Sampling showed that 100% of the applicants were selected from the waitlist in accordance with GHURA's selection policy.

INDICATOR 1: ADMISSION

MONTH	TOTAL ASSISTED	TOTAL SAMPLES REQUIRED BY HUD	TOTAL SAMPLED	TOTAL WITH ERRORS	TOTAL SAMPLED - MINUS ERRORS	PERCENT
Oct-21	34	5	5	0	5	100%
Nov-21	21	5	5	0	5	100%
Dec-21	33	5	5	0	5	100%
Jan-22	16	5	5	0	5	100%
Feb-22	27	5	5	0	5	100%
Mar-22	21	5	5	0	5	100%
Apr-22	24	5	5	0	5	100%
May-22	18	5	5	0	5	100%
Jun-22	17	5	5	0	5	100%
Jul-22	35	5	5	0	5	100%
Aug-22	53	5	10	0	10	100%
Sep-22	40	5	5	0	5	100%
SUBTOTAL	339	60	65	0	65	
TOTAL	339	9	65	0	130	100%

24 CFR 985 (a) Selection from the waiting list:

- (1) The PHA has a written policy for admitting families into the Section 8 Program.
- (2) Quality Control sampled showed that at least 98% of families were correctly admitted into the Section 8 Program.

Sampling Results:

- (1) Yes, GHURA has a written policy for Selecting families from the waiting list in chapter 4, page 4-8 through 4-13 in the GHURA Administrative Plan.
- (2) Sampling showed that 100% of the applicants were correctly admitted into the program in accordance with GHURA's admission policy.

INDICATOR 2: REASONABLE RENT

MONTH	TOTAL ASSISTED	TOTAL SAMPLES REQUIRED BY HUD	TOTAL SAMPLED	TOTAL WITH ERRORS	TOTAL SAMPLED - MINUS ERRORS	PERCENT
Oct-21	222	7	13	0	13	100%
Nov-21	221	7	13	0	13	100%
Dec-21	253	8	14	0	14	100%
Jan-22	200	7	12	0	12	100%
Feb-22	214	7	13	0	13	100%
Mar-22	224	7	13	1	12	92%
Apr-22	209	7	13	0	13	100%
May-22	171	7	12	0	12	100%
Jun-22	227	7	13	0	13	100%
Jul-22	222	7	13	0	13	100%
Aug-22	263	9	14	0	14	100%
Sep-22	290	9	9	0	9	100%
TOTAL	2716	41	152	1	151	99%

24 CFR 985.3 (b):

- (1) PHA has a written method and implements rent reasonableness policy.
- (2) Quality Control sample showed that PHA follows its rent reasonableness method as required:

Sampling Results:

- (1) Yes, GHURA has a written method and implements rent reasonable policy in Chapter 8 of the Administrative Plan.
- (2) Quality control samples showed that GHURA followed its rent reasonableness method as required.

INDICATOR 3: Determination of Adjusted Income

MONTH	TOTAL ASSISTED	TOTAL SAMPLES REQUIRED BY HUD	TOTAL SAMPLED	TOTAL WITH ERRORS	TOTAL SAMPLED - MINUS ERRORS	PERCENT
Oct-21	286	9	14	2	12	86%
Nov-21	307	10	15	0	15	100%
Dec-21	323	10	15	0	15	100%
Jan-22	275	9	14	0	14	100%
Feb-22	277	9	14	1	13	93%
Mar-22	306	10	15	1	14	93%
Apr-22	309	10	15	1	14	93%
May-22	247	8	13	1	12	92%
Jun-22	353	10	16	0	16	100%
Jul-22	299	9	14	0	14	100%
Aug-22	324	10	15	0	15	100%
Sep-22	290	9	9	0	9	100%
TOTAL	3596	44	169	6	163	96%

24 CFR 985.3 (c):

- Quality control samples shows that adjusted income was correctly verified and determined for at least 90% of units sampled.

Sampling Results:

- Quality control samples showed that 96% of adjusted income were correctly verified and determined.

INDICATOR 4: UTILITY ALLOWANCE

24 CFR 985.3 (d):

Indicator 3 must show that the PHA maintains an up-to-date Utility Allowance schedule in accordance with 24 CFR 982.517.

Quality control sampling Results:

GHURA has reviewed, updated and adopted an up-to-date Utility Allowance through Resolution FY2022-003 on November 26, 2021 for FY 2022 in accordance with 24 CFR 982.517.

INDICATOR 5: HQS QUALITY CONTROL INSPECTIONS

MONTH	TOTAL ASSISTED	TOTAL SAMPLES REQUIRED BY HUD	TOTAL SAMPLED	TOTAL WITH FAILED INSPECTIONS	TOTAL SAMPLED - MINUS ERRORS	PERCENT
Oct-21	236	8	12	3	9	75%
Nov-21	248	8	12	3	9	75%
Dec-21	209	8	12	1	11	92%
Jan-22	188	7	12	3	9	75%
Feb-22	242	8	12	3	9	75%
Mar-22	225	8	12	0	12	100%
Apr-22	239	8	12	4	8	67%
May-22	231	8	12	2	10	83%
Jun-22	219	8	12	2	10	83%
Jul-22	238	8	12	1	11	92%
Aug-22	266	8	13	2	11	85%
Sep-22	259	8	15	6	9	60%
TOTAL	2800	95	148	30	118	80%

24 CFR 985.39 (e):

- A PHA supervisor re-inspected sample units for quality control of HQS inspections in accordance with 24 CFR 982.405(b) and 24 CFR 985.2. The re-inspected samples were drawn from recently completed HQS inspections (performed during the 3 months preceding the quality control re-inspection and the samples drawn represent a cross section of neighborhoods and the work of a cross section of inspectors.

Sample Results:

- The sampled units were randomly drawn from completed HQS inspections performed during the 3 months preceding the QC review. The sampled units represent cross sections of neighborhoods and inspectors.

INDICATOR 6: HQS ENFORCEMENT

MONTH	TOTAL ASSISTED	TOTAL SAMPLES REQUIRED BY HUD	TOTAL SAMPLED	TOTAL FAILED UNITS NOT CORRECTED OR NO ACTION TAKEN	TOTAL SAMPLED - MINUS UNITS NOT CORRECTED OR NO ACTION	PERCENT
Oct-21	65	6	10	0	10	100%
Nov-21	74	6	10	0	10	100%
Dec-21	46	5	5	0	5	100%
Jan-22	53	6	6	0	6	100%
Feb-22	69	6	10	0	10	100%
Mar-22	55	6	10	0	10	100%
Apr-22	60	6	10	0	10	100%
May-22	55	6	10	0	10	100%
Jun-22	71	6	10	0	10	100%
Jul-22	47	5	5	0	5	100%
Aug-22	75	6	10	0	10	100%
Sep-22						
TOTAL	670	21	96	0	96	100%

24 CFR 985.3 (f):

- Quality control of failed HQS shows that all deficiencies were corrected in accordance policy or if not corrected timely manner, did the PHA take action to stop housing assistance payments no later than the first of the month following the specified correction period, or terminate the HAP contract.

Sampling Results:

- The sampling showed that 100% deficiencies were corrected in a timely manner; or timely action was taken to abate or terminate the HAP contract.

INDICATOR 8: PAYMENT STANDARDS

24 CFR 985.3 (I):

The PHA's Payment Standard schedule contains payment standards which do not exceed 110 percent of the current applicable published FMR and which are not less than 90 percent of the current applicable FMR (unless a higher or lower payment standard amount is approved by HUD).

Sampling Results:

GHURA has reviewed, updated and adopted the Payment Standards Schedule through Resolution FY2022-004 on November 26, 2021 for FY 2022 in accordance with 24 CFR 985.3(i). The payment standards do not exceed 110 percent of the published FMR.

INDICATOR 9: ANNUAL REEXAMINATIONS

MONTH	TOTAL ASSISTED	TOTAL SAMPLES REQUIRED BY HUD	TOTAL SAMPLED	TOTAL WITH ERRORS	TOTAL SAMPLED - MINUS ERRORS	PERCENT
Oct-21	357	6	16	2	14	88%
Nov-21	335	6	15	0	15	100%
Dec-21	370	5	16	0	16	100%
Jan-22	361	6	16	1	15	94%
Feb-22	355	6	16	0	16	100%
Mar-22	377	6	16	0	16	100%
Apr-22	372	6	16	0	16	100%
May-22	314	6	15	1	14	93%
Jun-22	335	6	15	0	15	100%
Jul-22	369	5	16	0	16	100%
Aug-22	363	6	16	0	16	100%
Sep-22	250	8	8	0	8	100%
TOTAL	4158	48	181	4	177	98%

24 CFR 985.3(j):

This indicator shows whether the PHA completes a reexamination for each participating family at least every 12 months (24 CFR 5.617).

Quality control sampling:

The quality control review must show that fewer than 5 percent of all PHA re-examinations are more than 2 months overdue; but not more than 10 percent of all PHA re-examinations are more than 2 months overdue.

SEMAP Indicators Report As of October 31/, 2022

Housing Authority: **GQ901**
 Housing Authority FYE: **September 30**




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Current SEMAP Indicator Information

Most Recent SEMAP Indicator Information

Indicator 9: Annual Reexaminations	Indicator 10: Correct Tenant Rent Calculations	Indicator 11: Precontract HQS Inspections	Indicator 12: Annual HQS Inspections	Indicator 13: Lease-Up	Indicator 14: Family Self- Sufficiency Enrollment
---	---	--	---	-----------------------------------	--

Reporting Rate as of October 31/, 2022

Program Type	VMS Units Leased	As of MM/YY	Port-Outs	Port-Ins	Number of 50058s Required (#)	Number of 50058s Reported (#)	Reporting Rate (%)
All Voucher Funded Assistance	2397	09/22	35	1	2363	2484	100

Percent of Families with incorrect rent calculation (%) (SEMAP scores zero points when more than 2 percent of the Housing Authority's tenant rent calculations are incorrect as indicated by percentages shown in red and bold.)	0
---	---

Number of Families in Current Database	Number of Rent Discrepancies
1752	0

[+] Families with incorrect rent calculation(s)

SEMAP Indicators Report As of October 31/, 2022

Housing Authority: **GQ901**
 Housing Authority FYE: **September 30**



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Current SEMAP Indicator Information

Most Recent SEMAP Indicator Information

Indicator 9: Annual Reexaminations	Indicator 10: Correct Tenant Rent Calculations	Indicator 11: Precontract HQS Inspections	Indicator 12: Annual HQS Inspections	Indicator 13: Lease-Up	Indicator 14: Family Self- Sufficiency Enrollment
---	---	--	---	-----------------------------------	--

Reporting Rate as of October 31/, 2022

Program Type	VMS Units Leased	As of MM/YY	Port-Outs	Port-Ins	Number of 50058s Required (#)	Number of 50058s Reported (#)	Reporting Rate (%)
All Voucher Funded Assistance	2397	09/22	35	1	2363	2484	100

Percent of units that did pass HQS inspection before the beginning date of the assisted lease and HAP contract (%) (SEMAP scores zero points when fewer than 98 percent of newly leased units pass the HQS inspection before the beginning of the lease/HAP as indicated by percentages as shown in red and bold.)	100
---	------------

Number of Families in Current Database	Number of Inspections On or Before Effective Date
586	585

[+] Families where HQS inspection did not pass before lease and HAP contract

SEMAP Indicators Report As of October 31/, 2022

Housing Authority: **GQ901**
 Housing Authority FYE: **September 30**



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Current SEMAP Indicator Information

Most Recent SEMAP Indicator Information

Indicator 9: Annual Reexaminations	Indicator 10: Correct Tenant Rent Calculations	Indicator 11: Precontract HQS Inspections	Indicator 12: Annual HQS Inspections	Indicator 13: Lease-Up	Indicator 14: Family Self- Sufficiency Enrollment
---	---	--	---	-----------------------------------	--

Reporting Rate as of October 31/, 2022

Program Type	VMS Units Leased	As of MM/YY	Port-Outs	Port-Ins	Number of 50058s Required (#)	Number of 50058s Reported (#)	Reporting Rate (%)
All Voucher Funded Assistance	2397	09/22	35	1	2363	2484	100

Percent of units under contract where annual HQS inspection is overdue (%) (Percentage includes all HQS inspections more than 2 months overdue. SEMAP scores: Under 5% = 10 points; 5% - 10% = 5 points; greater than 10% = 0 points. Percentages shown as red and bold result in reduced SEMAP scores.)	1
--	---

Number of Families in Current Database	Number of Late Inspections
2391	24

[+] Families with annual HQS inspections overdue

SEMAP Indicators Report

As of October 31, 2022

Housing Authority: **GQ901**
Housing Authority FYE: **September 30**



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Current SEMAP Indicator Information

Most Recent SEMAP Indicator Information

**Indicator 9:
Annual
Reexaminations**

**Indicator 10:
Correct Tenant
Rent
Calculations**

**Indicator 11:
Precontract HQS
Inspections**

**Indicator 12:
Annual HQS
Inspections**

**Indicator 13:
Lease-Up**

**Indicator 14:
Family Self-
Sufficiency
Enrollment**

Note: This data is not currently available.

SEMAP Indicators Report

As of October 31/, 2022

Housing Authority: **GQ901**
 Housing Authority FYE: **September 30**



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Current SEMAP Indicator Information

Most Recent SEMAP Indicator Information

**Indicator 9:
Annual
Reexaminations**

**Indicator 10:
Correct Tenant
Rent
Calculations**

**Indicator 11:
Precontract HQS
Inspections**

**Indicator 12:
Annual HQS
Inspections**

**Indicator 13:
Lease-Up**

**Indicator 14:
Family Self-
Sufficiency
Enrollment**

Enrolled	Escrow Balance	Points
80% or more	30% or more	10
60%-79%	30% or more	8
80% or more	Less than 30%	5
Less than 60%	30% or more	5
60%-79%	Less than 30%	3
Less than 60%	Less than 30%	0

Percentages shown in red and **bold** result in reduced SEMAP scores.

Number of Mandatory Slots (#)*	Number of Families Enrolled (#)	Percent of Families Enrolled (%)	Number of Families with Progress Report and Escrow Balances (#)	Percent of Families with Progress Report and Escrow Balances (%)
82	92	112	55	65

[+] Families enrolled in Voucher FSS Program

[+] Families completing FSS Contract

* - As reported by the PHA in Indicator 14 (a) from the last SEMAP Certification and confirmed by the Field Office. This number may have decreased as families have graduated from the program. Also data may not include approved exceptions to mandatory slots.

**ATTACHMENT NO. 4:
GHURA'S 2019 FINAL SEMAP SCORE**

Get Help

Logoff / Return to Secure Systems



Norma San Nicolas
(MN1539)
PIC Main

Assessment Profile | Reports | **Submission**

List | Summary | Certification | Profile | Comments

Field Office: **9CPH HONOLULU HUB Office**
 Housing Agency: **GQ901 GHURA**
 PHA Fiscal Year End: **9/30/2019**

SEMAP

Logoff

Profile Number: 1
Points Earned: 130
Total Possible Points: 140
Overall Score(in %): 93
Overall Rating: High
Profile Status: Final Rating
Profile Type: New Certification

Indicator #	Previous Rating	Current Rating
1	NA	15
2	NA	20
3	NA	20
4	NA	5
5	NA	5
6	NA	10
7	NA	NA
8	NA	0
9	NA	10
10	NA	5
11	NA	5
12	NA	10
13	NA	15
14	NA	10
Bonus	NA	0

MTCS Extract Details



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



MEMORANDUM

DATE: **November 16, 2022**

TO: Board of Commissioners

FROM: Fernando B. Esteves *FBE*
Executive Director, Acting

SUBJECT: Notice of Intent to Award: RFP#GHURA-COCC-022-003; Independent Financial Audit Services

On August 11, 2022 a Request for Proposal (RFP) for Independent Financial Audit Services was made available to the public. Three firms obtained an RFP packet:

1. **Deloitte & Touche, LLP – Tamuning, GU**
2. **Ernst & Young, LLP – Tamuning, GU**
3. **Lochan & Co - Noida, UP, India**

Only one firm, Ernst & Young, LLP submitted a proposal.

An evaluation committee of five (5) evaluators reviewed and evaluated the proposal. The committee consisted of three (3) members from the Office of Public Accountability, one (1) member from GHURA, and one (1) independent Certified Public Accountant. The committee tabulated their scores and recommended Ernst & Young, LLP, the sole bidder, to be awarded for the Independent Financial Audit Services for Fiscal Years 2022, 2023, and 2024. The Procurement Division staff reviewed and concurred with the recommendation. Although cost was not the determining factor and after negotiations, Ernst & Young's best and final offer was deemed reasonable.

GHURA's Procurement Policy for Non-Competitive-contract/ Sole Bidder required an approval from the U.S. Housing and Urban Development (HUD). HUD's approval was obtained as depicted from the enclosed letter dated November 4, 2022.

GHURA is requesting for the Board of Commissioners' review and approval to issue a Notice of Intent to Award to Ernst & Young, LLP.

Attached for review are the following documents:

1. **The Evaluation Committee's tabulation score sheet.**
2. **The Evaluation Committee's & OPA's recommendation for award.**
3. **Ernst & Young, LLP cost proposal.**
4. **HUD approval letter.**

Appendix 2: Evaluation Scoring Summary

OFFICE OF PUBLIC ACCOUNTABILITY


Suite 401 DNA Building, 238 Archbishop Flores Street, Hagåtña, Guam 96910
 Tel (671) 475-0390 · Fax (671) 472-7951 · Hotline: 47AUDIT (472-8348)
 www.opaguam.org



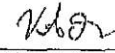
GHURA-COCC-002-003
 Guam Housing and Urban Renewal Authority
 Independent Financial Audit Services for FY 2022 – FY 2024
 Evaluation Scoring Summary

Evaluator	Etust & Young LLP
Vincent Duonas	90
Frederick Jones	91
Kayleen Concepcion	94
Frances Daniell	72
Maryann Manglona	82
Total Score:	429

Prepared by:

 9/28/22
 Kayleen Concepcion Date

Reviewed by:

 9/29/22
 Vincent Duonas Date

Appendix 1: Reference Feedback on Ernst & Young LLP

Question		Response				
		Jerrold Johnson, President, Hawaiian Rock Products Corporation	Joseph Shinohara, Chief Financial Officer, TeleGuam Holdings, Inc. & Subsidiary	Arlene Lizama, Northern Mariana Islands Public School System	Artemio Hernandez, Guam International Airport Authority	Frank Shimizu Sr., President, Ambros, Inc. & Marianas Pacific Distributors, Inc.
1.	Please rate on a scale of 1 to 10 (10 being the highest) your level of customer satisfaction for audit services provided.	10	no response	no response	9	9
2.	Please indicate the auditor's strengths.	9	no response	no response	Objective, effective, and good communication and time management of audit services. Well versed in GASB standards and great attention to detail.	EY follows through with their commitment on submission of deadlines for audited financials. They deliver on the date that was agreed upon.
3.	Please indicate areas where the auditor could improve.	The audit team was very thorough. We don't have any recommendations for improvement.	no response	no response	None at this time.	Any audit staff should go over permanent files and review prior ear work papers to familiarize about their client before going out on fieldwork. This will prevent or minimize questions being asked every year.
4.	Please comment on the timeliness of work.	All the work was completed as scheduled.	no response	no response	Notwithstanding the inputs outside the control of the GIAA and the auditors such as the OPEB audit, audit compilation was timely.	There has to be a clear understanding on due date of deliverables. EY is able to meet deadlines as long as client advises them on the due date.



**Guam Housing and Urban Renewal Authority
Independent Financial Audit Services for FY 2022 – FY 2024
GHURA-COCC-002-003
Evaluation Memorandum to the Public Auditor**

Date: Friday, September 23, 2022

To: Benjamin J.F. Cruz, Public Auditor

From: Vincent Duenas, Accountability Auditor III
Frederick Jones, Accountability Auditor II
Kayleen Concepcion, Accountability Auditor I

Subject: Evaluation on the Guam Housing and Urban Renewal Authority's Request for Proposal for Independent Financial Audit Services from Fiscal Years 2022 through 2024

The Guam Housing and Urban Renewal Authority (GHURA) issued a Request for Proposal (RFP) for Independent Financial Audit Services for fiscal year (FY) 2022 through FY 2024 (GHURA-COCC-002-003) on Thursday, August 11, 2022, through an advertisement in the Pacific Daily News (PDN). The Office of Public Accountability (OPA) announced the RFP on its website (www.opaguam.org) on August 11, 2022.

The RFP was made available for pick-up at GHURA's Executive Director's Office in Sinajana or for download from OPA's website.

Although no firms picked up the RFP in person, three (3) companies registered on the OPA's website and received a copy. Only three (3) of the five were confirmed to have downloaded the RFP. The firms, in total, are as follows:

1. Deloitte & Touche LLP – Tamuning, GU
2. Ernst & Young LLP – Tamuning, GU
3. Lochan & Co – Noida, UP

No Requests to Hold Pre-Proposal Conference

GHURA did not receive any requests by the allotted deadline to hold a pre-proposal conference.

No Written Questions Received

GHURA did not receive any written questions concerning the RFP by the allotted deadline.

RFP Proposal Received

Of the three (3) firms previously listed, Ernst & Young LLP (EY) was the only firm to submit a proposal by the deadline no later than 2:00 p.m. on September 8, 2022, Chamorro Standard Time (ChST). There was no request for an extension of the proposal submission deadline.

Opening & Pre-Evaluation Meeting

On September 9, 2022, GHURA and OPA representatives met at the GHURA Main Office in Sinajana. Before distributing the proposal copies, each Evaluator signed a form ensuring that each individual agreed to not disclose any information in connection with this RFP and to hold all such information concerning the RFP in the strictest confidence. They also affirmed that they have no impairments in fact or appearance. Present at the meeting were:

- 1. Vincent Duenas – OPA
- 2. Kayleen Concepcion – OPA
- 3. Frances Danielli – GHURA
- 4. Tina Nelson - GHURA

The parties opened EY's sealed technical proposal. GHURA and OPA representatives ensured that the price proposal of EY was sealed separately from their technical proposal. All representatives determined that the proposal contained the minimum required contents, as listed in Section I, subsection J (Proposal Format and Content) of the RFP.

After completing the Pre-Evaluation forms, the floor opened for any questions or concerns regarding the proposals. The following was determined:

Evaluation Committee

In accordance with Section II, subsection T (Selection of Best-Qualified Offeror) of the RFP, the Evaluation Committee consisted of:

	Name	Position Title	Representing
1.	Vincent Duenas	Accountability Auditor III	OPA
2.	Frederick Jones	Accountability Auditor II	OPA
3.	Kayleen Concepcion	Accountability Auditor I	OPA
4.	Frances Danielli	Controller	GHURA
5.	Maryann Manglona	Acting Examination Branch Supervisor	Independent CPA

Certified Public Accountant (CPA) Maryann Manglona was selected to represent the Evaluation Committee member (Evaluator) from the Guam Society of Certified Public Accountants or other Accountants' Association after the Opening Meeting. Manglona is the Acting Examination Branch Supervisor for the Tax Enforcement Division at the Department of Revenue and Taxation.

GHURA and OPA’s representatives received their proposal copies at the Opening & Pre-Evaluation meeting on September 9, 2022. The CPA representative received her proposal copy on September 13, 2022.

Reference Feedback

OPA emailed all four (4) client references listed in EY’s proposal to request feedback. We asked each company the same four questions concerning the respective offerors service performance. Please refer to Table 1 for the questions asked and feedback received. Please refer to the table in Appendix 1 for the questions asked and feedback received.

Evaluation Committee Meeting

On September 13, 2022, the following Evaluators met in OPA’s Small Conference Room to evaluate the one (1) proposal submitted in response to RFP No. GHURA-COCC-002-003. Those present were:

1. Vincent Duenas – OPA
2. Frederick Jones – OPA
3. Kayleen Concepcion – OPA
4. Frances Danieli – GHURA
5. Maryann Manglona – Independent CPA

As with the Opening & Pre-Evaluation Meeting, all Non-Disclosure Agreements (NDA) were to be signed prior to the distribution of proposal copies. After ensuring all NDAs were signed, each Evaluator completed one (1) RFP evaluation form, disclosing their ratings and comments about the proposal and rating the offeror on a scale that reached a maximum of 100 points. After tallying each Evaluator’s score in the Evaluation Tally Sheet, all parties acknowledged the accuracy. The scores are listed below.

	Evaluator	Ernst & Young LLP	1st Preference
1.	Vincent Duenas	90	Ernst & Young
2.	Frederick Jones	91	Ernst & Young
3.	Kayleen Concepcion	94	Ernst & Young
4.	Maryann Manglona	72	Ernst & Young
5.	Frances Danieli	82	Ernst & Young
	Total Score	429	Ernst & Young

EY’s proposal received an overall score of 429 out of 500 points, ranking EY as the first preference.

Evaluation Committee Recommendation

The Evaluation Committee determined that EY’s proposal met the RFP requirements, is the best-qualified offeror, and can perform the required financial audit services. Based on the evaluation results, the Evaluation Committee recommends Ernst & Young LLP perform the independent financial audit services for the GHURA for fiscal years 2022, 2023, and 2024, with the option to

renew the contract for one (1) additional year of service to Public Auditor's approval, and subject to the availability and certification of funds.

 JK APPROVED
 DISAPPROVED

 Benjamin J. Cruz 9/26/22
Benjamin J.F. Cruz Date
Public Auditor

 V. Duenas 9/26/22
Vincent Duenas Date
Accountability Auditor III

 Frederick Jones 9/26/22
Frederick Jones Date
Accountability Auditor II

 Kayleen Concepcion 9/26/22
Kayleen Concepcion Date
Accountability Auditor I



Ernst & Young LLP
 231 Ypao Road
 Suite 201 Ernst & Young
 Building
 Tamuning, Guam 96913

Tel: +1 671 649 3700
 Fax: +1 671 649 3920
 ey.com

October 14, 2022

Ms. Elizabeth Napoli, Executive Director
 Guam Housing and Urban Renewal Authority
 117 Bien Venida Avenue
 Sinajana, Guam 96910

Relative to: Request for Proposal for Independent Financial Audit Services (RFP No. GHURA-COCC-022-003)

The all-inclusive maximum price for each of the fiscal years to be audited shall be as follows:

<u>Fiscal Year</u>	<u>Hourly Rate</u>	<u>Base Year Fees</u>
2022	\$100	\$85,000
2023	\$102	\$85,000
2024	\$104	\$85,000

Proposed fee for an additional year of service:

<u>Fiscal Year</u>	<u>Hourly Rate</u>	<u>Base Year Fees</u>
2025	\$106	\$86,000

The additional certification procedures was included for the electronic certification of GHURA's financial information.

Our fees reflect our anticipated level of effort to accomplish the identified scope of work and is affected by increasing costs of retaining and attracting talent and inflation.

The proposed fees for the other services required, as described in the RFP, will be billed separately from the fees referred to above and will be the subject of other written agreements.

Proposer
 Ernst & Young LLP
 Ernst & Young Building, Suite 201
 231 Ypao Road
 Tamuning, Guam 96913

Authorized Negotiators and Contact Numbers
 Ernst & Young LLP personnel authorized to negotiate the proposed contract with GHURA and contractually bind Ernst & Young LLP are as follows:

- | | |
|---|---|
| <ol style="list-style-type: none"> John R. Onedera
 Country Managing Partner
 john.onedera@gu.ey.com | <ol style="list-style-type: none"> Rizalito F. Paglingayen
 Engagement Partner
 rizalito.paglingayen@gu.ey.com |
|---|---|

Contact Numbers are as follows: Phone: 649-3700 Fax: 649-3920



**U.S. Department of Housing and Urban
Development**

Honolulu Field Office
1003 Bishop Street, Suite 2100
Honolulu, Hawaii 96813
<http://www.hud.gov>

November 4, 2022

Ms. Elizabeth L. Napoli
Executive Director
Guam Housing and Urban
Renewal Authority
117 Bien Venida Avenue
Sinajana, Guam 96910

Dear Ms. Napoli:

SUBJECT: Request for Sole Source Approval
RFP No.: GHURA-COCC-022-003
Independent Financial Audit Services-Ernst & Young, LLP

We are in receipt of your emails on October 11, 2022 and emails by Fernando Esteves on November 3 and 4, 2022, requesting approval of a sole source bidder that responded to a Request for Proposal (RFP) No. GHURA-COCC-022-003. The subject RFP is for independent financial audit services.

The following documents were attached with the emails:

1. Published Ad in the Pacific Daily News
2. GHURA's Cost Estimate & RFP;
3. Log of proposal received;
4. Selection letter by Guam's Office of the Public Auditor (OPA)
5. Ernst & Young, LLP (EY) proposal
6. GHURA's cost analysis

The RFP was published in the local newspaper on August 11, 2022 and also posted the RFP on GHURA's and OPA's website. 3 vendors picked up the RFP and one offeror submitted a proposal on September 8, 2022. The GHURA conducted an independent cost estimate and OPA and reviewed and approved the proposal. The GHURA negotiated with EY and determined that the proposal amount submitted is fair and reasonable. The GHURA is requesting HUD approval to award this RFP to Ernst & Young, LLP.

We have reviewed the documents provided and hereby approve the GHURA to proceed to award RFP No. GHURA-COCC-022-003 to Ernst & Young, LLP.

Ms. Elizabeth L. Napoli
November 4, 2022

If you have any questions, please contact Kevin Ho at (808) 687-6936 or by email at kevin.ho@hud.gov.

Sincerely,

JESSE WU

Jesse Wu
Director
Office of Public Housing

Digitally signed by: JESSE WU
DN: CN = JESSE WU C = US O = U.S.
Government OU = Department of Housing
and Urban Development, Office of Public and
Indian Housing
Date: 2022.11.04 13:37:02 -10'00'



GHURA

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



MEMORANDUM FOR RECORD

Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

John J. Rivera
Chairman

Monica O. Guzman
Vice Chairwoman

Anisia S. Delia
Commissioner

Frank T. Ishizaki
Commissioner

Emilia F. Rice
Commissioner

Nathanael P. Sanchez
Commissioner

Karl E. Corpus
Resident Commissioner

Elizabeth F. Napoli
Executive Director

Fernando B. Esteves
Deputy Director

TO: Board of Commissioners

FROM: Fernando B. Esteves *de*
Acting Executive Director

DATE: November 20th, 2022

SUBJECT: Request to Rescind Board Action 120/22

Further review of GHURA-06-16-2022-CDBG has determined that the project requires additional planning actions that may trigger material changes to the solicitation. Due to these considerations a "Cancellation of Solicitation" is appropriate.


I have determined in accordance with 2 GARR §3115(d)(2)(a) that such an action is in the territory's best interest for the reason herein.

(iii) the solicitation did not provide for consideration of all factors or significance to the territory;"

On October 11th, 2022, during a Regular Board Meeting the Board of Commissioners conditionally awarded GHURA-06-16-2022-CDBG to Surface Solutions in the amount fo \$558,818, henceforth recorded as Board Action 120/22.

I request the Board of Commissioners to rescind Board Action 120/22 so we may cancel solicitation GHURA-06-16-2022-CDBG. GHURA remains committed to the completion of the project as outlined in our Action Plan. I want to be clear, the proposed action in no way reflects any impropriety of the part of any of the bidders. However, the additional planning considerations require a new solicitation to be issued ensuring compliance with applicable laws and regulations. GHURA will issue a notice to all bidders in accordance with 2 GARR and promptly return all Bid Bonds.




Fernando B. Esteves
Acting Executive Director


Enclosures:

Enclosure 1 – Regular Board Meeting Minutes (10/11/22)

Enclosure 2 – Memorandum GHURA-06-16-2022-CDBG (09/19/2022)

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

MEMORANDUM:

TO: Board of Commissioners
FROM: Elizabeth F. Napoli 
 Executive Director
DATE: September 19, 2022
SUBJECT: **GHURA-06-16-2022-CDBG;
 Construction of MTM Community Recreational Facility
 Intent of Award**

At the Regular Board Meeting of October 11, 2022, a motion was made by Vice Chairwoman Guzman and seconded by Commissioner Sanchez to award Surface Solutions, GHURA-06-16-2022-CDBG; Construction of MTM Community Recreational Facility in the amount of \$558,818.00, subject to legal review. Without any further discussion and objection, the motion was approved.

Bid opening for the subject project was held on August 11, 2022 at 2:00pm. There was a total of 6 contractors that purchased a set of bid specification of which only 5 submitted a bid. Listed below are the results of the bids submitted, which were open and read out aloud.

No:	Contractor:	Bid Bond	Base Bid 1
1.	Genesis-Tech Corp.	[x] 15%	\$1,030,000
2.	Mega United Corp., LTD.	[x] 15%	\$729,418
3.	Canton Construction Corp.	[x] 15%	\$992,000
4.	Surface Solutions	\$ 92,250	\$558,818
5.	O.H. Construction	[x] 15%	\$939,000
Government Estimate			\$1,214,316.96

In review of the bid results: Surface Solutions provided the lowest responsive and responsible bid for Base Bid 1.

On September 7, 2022, Sonny Perez, AE Manager, and staff met with Mr. Reynold Leung, President of Surface Solutions office to discuss their proposal. We informed him that his cost proposal is 50% below the government estimate. We needed confirmation to assure ourselves they fully understood the work required as stated in the bid specifications. Mr. Leung confirmed the proposal submitted. GHURA was informed that Surface Solutions is the distributor for the materials for the metal canopy and owner of a painting company, therefore, their cost to complete the project is within industry standards. Surface Solutions was the supplier for the prior Sinajana Basketball Court metal canopy project, and currently has a contract with the Department of Public Works (DPW) in Dededo to construct a facility similar to GHURA's project. Surface Solutions confirms and assures GHURA, the proposed cost of \$558,818, is sufficient to complete the project. AE's staff confirmed the supplied construction material will meet the required material specifications stated in the scope of work. In addition, the labor cost quoted is sufficient to complete the project. Surface Solutions has been cleared by Department of Labor compliance, OSHA and EPLS Debarred list (see attached verification).

Based on our staff's review and determination, we are requesting that the Board approves a contract with Surface Solutions for Base Bid #1 in the amount of \$558,818 to construct the MTM Community Recreational Facility. The award of this project is contingent on our legal (appointed SAAG for GHURA) completed review of the project files and bid results in accordance with 5 GCA § 5150. Funding is available under CDBG Funds.

Attachment: Bid Tabulation
 Clearance
 Gov Cost Estimate



Elizabeth F. Napoli, Executive Director

IFB#GHURA-06-16-2022-CDBG:
Construction of MTM Community Recreational Facility
Proposal due date: August 11, 2022
Proposal due time: 2:00 p.m.

Package No	NAME OF BIDDER	Base Bid item 1	Bid Bond	Name of Bonding Co. and name	HUD 5369-A	AG Forms 2,3,4,5 & 7	GHURA Form 09	GHURA Form 010	GHURA Form 013	GHURA Form 01B	Contractor License	Addendum 1	Addendum 2
1	Genesis - Tech	\$ 1,090,000	15%	First Net Ins.	✓	✓	✓	✓	✓	✓	✓	✓	✓
2	Mega United	\$ 729,918	15%	First Net Ins.	✓	✓	✓	✓	✓	✓	✓	✓	✓
3	Cariton Construction	\$ 442,000	15%	First Net Ins.	✓	✓	✓	✓	✓	✓	✓	✓	✓
4	Surface Solutions	\$ 558,818	\$ 92,350	Bank of Guam	✓	✓	✓	✓	✓	✓	✓	✓	✓
5	OH Construction	\$ 494,000	15%	First Net Ins.	✓	✓	✓	✓	✓	✓	✓	✓	✓

ATTESTED BY: *[Signature]* Date: 8/11/2022
[Signature] Date: 8/11/2022

[Signature] Date: 8/11/22
 Date: _____

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMAYAN RINUEBAN SIUDAT GUAHAN
Verification of Status for Contractors

To: File
 From: Architect & Engineering Manager
 Subject: Construction of MTM Community Recreational Facility

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

Company Name	Genesis-Tech Corporation	Mega United	Canton Construction	Surface Solution	OH Construction
<i>Department of Labor:</i> ALPCD <i>Fair Employment Practice</i> <i>Wage & Hour</i> <i>Workers Compensation</i>	9/14/2022	9/14/2022	9/14/2022	9/14/2022	9/14/2022
	9/14/2022	9/14/2022	9/14/2022	9/14/2022	9/14/2022
	9/14/2022	9/14/2022	9/14/2022	9/14/2022	9/14/2022
	Exp. 06/30/2023	Exp. 06/15/2023	Exp. 06/21/2023	Exp. 09/08/2023	Exp. 06/08/2023
<i>Guam Contractors License Board</i>	Contractor to obtain clearance from Guam Contractors License Board				
<i>U.S. Department of Labor</i> <i>Revenue & Tax</i> <i>EIN/SSN</i>	9/14/2022	9/14/2022	9/14/2022	9/14/2022	9/14/2022
<i>OSHA</i>	9/15/2022	9/15/2022	2 Processed Cleared: 5/17/22 w/1 violation Cleared: 6/23/22 w/ 3 violation	9/15/2022	9/15/2022
<i>SAM Debarred List</i>	9/15/2022	9/15/2022	9/15/2022	9/15/2022	9/15/2022

[Signature]
 Sunny P. Ponce

		COST ESTIMATE				DATE PREPARED 06.10.2022		SHEET 1 OF 2			
ACTIVITY AND LOCATION			CONSTRUCTION CONTRACT NO.				IDENTIFICATION NUMBER				
PROJECT TITLE MTM Covered Basketball Court			ESTIMATED BY MSR A/E DIVISION				CATEGORY CODE NUMBER				
			STATUS OF DESIGN Engineering Estimate Only				JOB ORDER NUMBER				
ITEM DESCRIPTION			QUANTITY		MATERIAL COST		LABOR COST		ENGINEERING ESTIMATE		
			NUMBER	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
A. Demolition											
a. Chainlink Fence			370	lf	0.00	0.00	2.50	925.00	\$2.50	\$925.00	
b. Existing slab-on grade (New Footing Locations)			310	sf	0	0.00	20.00	6,200.00	\$20.00	\$6,200.00	
										\$7,125.00	
B. Column footing											
a. 4,000 psi concrete			34.92	cy	240.00	8,380.80	80.40	2,807.57	\$320.40	\$11,188.37	
b. Excavation			138.563	cy	0.28	38.80	37.50	5,198.11	\$37.78	\$5,234.91	
c. Reinforcement											
#5			2628	lbs	0.8	2,102.40	2.80	6,832.80	\$3.40	\$8,935.20	
d. 12" thick basecourse			32	cy	42	1,344.00	25.00	800.00	\$67.00	\$2,144.00	
										\$27,502.48	
C. Concrete Pedestal											
a. 4,000 psi concrete			3.883	cy	240.00	883.92	78.00	287.27	\$318.00	\$1,171.19	
b. Reinforcement											
#6 Rebars			1623	lbs	1	1,623.00	2.80	4,219.80	\$3.60	\$5,842.80	
										\$7,013.99	
D. Slab-on-grade											
a. 3,000 psi concrete			7.73	cy	210.00	1,623.30	75.00	579.75	\$285.00	\$2,203.05	
b. Earth Infill			30.93	cy	42	1,209.06	75.00	2,319.75	\$117.00	\$3,618.81	
c. Reinforcement											
#3 Rebars			330	lbs	1	330.00	2.60	858.00	\$3.80	\$1,188.00	
d. 8" thick basecourse			7.73	cy	50	386.50	37.50	289.88	\$87.50	\$676.38	
e. Concrete Resurfacing (9 st/40 lb bag) 1/2" thick			895	bags	27	24,185.00	9.00	8,055.00	\$38.00	\$32,220.00	
										\$39,908.24	
E. Metal Building											
a. Fabricated Metal Structure			8050	sf	47.00	378,350.00	22.00	177,100.0	\$89.00	\$555,450.00	
b. [10" x 14" X 1/2"] Baseplate (Galv.)			18	pcs	180	2,880.00	68.75	1,237.50	\$228.75	\$4,117.50	
c. Anchor bolts 1" dia. (F1554) Galv.			38	pcs	140	5,040.00	68.75	2,475.00	\$208.75	\$7,515.00	
										\$587,082.50	
G. Chainlink Fence											
a. Chainlink Fence			370	lf	32.00	11,840.00	15.95	5,901.50	\$47.95	\$17,741.50	
b. 12' wide Chainlink Gate x 8 feet high			1	pcs	280.00	280.00	150.00	180.00	\$430.00	\$460.00	
										\$18,201.50	
H. Painting											
a. Rigid Frame Wall Painting			5156	sf	0.80	3,093.90	0.820	3,198.7	\$1.22	\$6,292.32	
b. Basket Ball Court Slab Painting			8334	sf	0.72	8,000.48	1.92	16,001.3	\$2.64	\$22,001.76	
c. Splash Blocks			12	pcs	25.00	300.00	93.000	1,118.0	\$118.00	\$1,418.00	
d. Downspout w/ metal Strap			12	pcs	82.00	984.00	135.00	1,620.0	\$217.00	\$2,604.00	
e. Metal Gutter painted			230	lf	7.43	1,707.75	8.05	1,391.5	\$13.48	\$3,099.25	
f. Metal Flashing Painted			140	lf	10.40	1,455.30	11.81	1,653.8	\$22.21	\$3,109.05	
										\$38,520.38	
I. Light Fixtures											
a. Light Fixtures and Branch Wiring (8 Location, 1 fixture per 1000 sf)			8050	sf	1.41	11,334.40	2.200	17,710.0	\$3.81	\$29,044.40	
a. Exterior Light Fixtures			8	ea	119.00	952.00	120.000	960.0	\$239.00	\$1,912.00	
										\$30,956.40	
I. Electrical Room & ADA Restroom											
a. EERA ADA RESTROOM			1	LS	0.00	0.00	65,750.000	65,750.0	\$65,750.00	\$65,750.00	
										\$65,760.00	
J. GENERAL REQUIREMENTS											
a. Mobilization			1	lot	0.00	0.00	3,800.00	3,800.00	\$3,800.00	\$3,800.00	
b. Safety Requirements			1	lot	1,800.00	1,800.00	0.00	0.00	\$1,800.00	\$1,800.00	
c. Staging/Portable Toilet			1	lot	0.00	0.00	4,500.00	4,500.00	\$4,500.00	\$4,500.00	
d. Temporary Barricades			1	lot	0.00	0.00	4,300.00	4,300.00	\$4,300.00	\$4,300.00	
e. Building Permit (3%)			1	lot	22,089.25	22,089.25	0.00	0.00	\$22,089.25	\$22,089.25	
										\$36,289.25	
7% Prime Designer /Architect											\$56,144.09
10% GRT											\$83,834.77
10% CONTINGENCIES											\$83,834.77
25% OVERHEAD & PROFIT											\$209,586.94
										Total	\$1,214,318.96

Grade MG4 Step 7(D), which is \$55,025.00 per annum, or \$26.45 per hour; and

- Funding for the above-step recruitment is available under COCC funds; and now therefore, be it resolved that
- The Board of Commissioners grants the above-step recruitment to both Ms. Reyes and Mr. Briones, respectively, to the temporary positions of Accountant II at Pay Grade MG4, Step 7(D), \$55,025.00 per annum or \$26.45 per hour

Vice Chairwoman Guzman inquired about whether the temporary positions would eventually become permanent positions. Dr. Kim Bersamin, HR Administrator, stated that in consideration of the long above-step recruitment process and the immediate need for Accountant II positions for the FISCAL division, she felt that offering the temporary positions, pending HR performing the technical analysis required by law, would be GHURA's best course of action. She added that upon board review and approval, that she will be able to proceed with bringing both accountants on board. She added that due to the immediate need to fill the vacancies, she offered Ms. Reyes and Mr. Briones temporary positions subject to technical requirements, which they agreed to.

Deputy Director Fernando Esteves indicated that although it shows that they are temporary positions in terms of track, the two were hired competitively under the classified system and the merit system. The announcements went out, they were rated and interviewed. They won competitively. Pending the permanent approval of above-step, these were not unclassified hires. GHURA has gone through the full process and the records reflect that. He and Dr. Bersamin indicated that GHURA has the opportunity to catch the individuals and retain them.

Chairman Rivera stated that the area of need had also been established at prior board meetings. Accountant positions are very competitive and GHURA needs to make sure that its vacancies are filled.

There were no further discussions.

[118/22] Commissioner Sanchez moved to Resolution No. FY2023-001 approving an above-step appointment for temporary Accountant II positions. The motion was seconded by Commissioner Rice. There were no objections by the other board members. The motion passed.

2. Intent of Award - IFB#GHURA-06-16-2022-CDBG; Construction of MTM Community Recreational Facility

[119/22] Director Napoli stated the following:

- Bid opening for this project was held on August 11, 2022 at 2PM
- A total of (6) contractors purchased a set of bid specifications
- (5) contractors submitted a bid

- **Genesis Tech Corp** submitted 15% bid bond and for base bid #1, **\$1,030,000.**
- **Mega United Corp** submitted 15% bid bond and for base bid #1, **\$729,418**
- **Canton Construction Corp.** submitted 15% bid bond and for base bid #1, **\$992,000**
- **Surface Solutions** submitted \$92,2250 bid bond and for base bid #1, **\$558,818**
- **O.H. Construction** submitted 15% bid bond and for base bid #1, **\$939,000**
- Government estimate- \$1,214,316.96
- In review of the bid results, Service Solutions provided the lowest responsive and responsible bid for Base Bid #1
- AE manager, Sonny Perez and staff met with Mr. Reynold Leung, president of Surface Solutions to discuss their proposal.
- Mr. Perez informed Mr. Leung that Surface Solution's cost proposal is 50% below the government estimate and needed confirmation to assure GHURA that Surface Solutions fully understood the work required as stated in the bid specifications.
- Mr. Lueng confirmed the proposals submitted
- Surface Solutions' cost to complete the project is within industry standards and confirmed and assured GHURA the proposed cost of \$558,818 is sufficient to complete the project.
- A/E staff confirmed the supply construction material will meet the required materials speculations stated in the scope of work.
- Surface Solutions has been cleared by e DOL, OSHA and EPLS Debarred list.
- Based on staff's review and determination, GHURA is requesting that the board approve a contract with Surface Solutions for Base Bid#1 in the amount of \$558,818 to construct the MTM Community Recreational Facility. The award of this project is contingent on our legal (appointed SAAG for GHURA) completed review of the project files and bid results in accordance with 5 GCA § 5150.
- Funding is available under the CDBG Funds

Chairman Rivera inquired on the projected completion of the project. Mr. Perez stated that it depended on the arrival of the materials, as there continues to be issues in terms of shipping. He added that he would confirm with the contractor. Deputy Director Esteves added that regardless of the timeline, there is a drop date for the project on the spending of funds. Mr. Perez added that the spending will be in July of next year. He indicated that once board approval is in place, he will inform the contractor to place the order and GHURA will be billed at least 50%.

Deputy Director Esteves referenced the memorandum that was drafted on September 19 and added that there may be a delay in the SAAG designation and appointment. He added that it would be contingent on a legal review, not necessarily from the SAAG, but from the AG's office legal review subject and in accordance with 5 GCA § 5150.

There were no further discussions.

[120/22] Vice Chairwoman Guzman motioned to award Surface Solutions IFB#GHURA-06-16-2022-CDBG; Construction of MTM Community Recreational Facility in the amount of \$558,818, subject to legal review. Commissioner Sanchez seconded the motion. There were no objections by the other board members. Motion passed.

V. OLD BUSINESS

1. Change Order- Inarajan Basketball Court

[121/22] Director Napoli stated that she would defer to Mr. Sonny Perez. Mr. Perez presented the following:

- Mr. Luis Bustamante, President of JJ Global and Mr. Ray Canete, JJ Global staff present at the board meeting
- There were cost adjustments that occurred during the project, indicated in Mr. Perez's slide presentation.
- Items 4 and 5 are change orders required by the project: Subsurface Soil Investigation, which was not included in the original scope- Mr. Perez requested that the board approve this change order and the Covered Canopy Design.
- Mr. Perez presented most recent progress pictures of the Inarajan Basketball Court: the installation of bleachers, restroom structure, and rim pole.
- Utility connections have been completed
- Labor issues have been resolved
- The requested adjustment is at \$321,000, bringing the grand total to \$723,610 with a revised contract closing date on December 15, 2022.

Director Napoli stated that part of the change order request does indicate Item 7, time extension of 160 days. She added that at a September 23rd meeting with JJ Global, they mentioned projected completion of the project would be around November with power and water. Director Napoli continued that if the project is not completed in November, this would be a concern.

Mr. Bustamante indicated that the timeline is a realistic estimated time and that he is confident that the project will be completed by mid-December, December 15.

Deputy Director Esteves stated that GHURA has been tracking this project. He added that when JJ Global and GHURA met previously, GHURA's board and management entertained the idea of a change order due to COVID related additional expenses. However, that did not change the requirements of the contract. In the meetings that have followed, it was made clear that project completion would be towards the end of November and then a slight change to the end of December. What was not discussed was a request for a 160-day extension. He added that the concern GHURA has is it loses its ability to consider contractual requirements and look at potential liquidated damages or surety and the need to possibly re-bid it to get this project to completion. Deputy Director Esteves opposed a 160-day extension.

O.H. CONSTRUCTION

P.O.Box 11497 Tamuning Guam 96931
Phone: 671-777-0105 / 671-688-9175

Guam Housing and Urban Renewal Authority

To: Elizabeth F. Napoli / Executive Director *YE*

Attn: Sonny P. Perez
A/E Manager



cc: Andrew Manglona / Planner

Re : The Cost Breakdown of Exterior Stairway Work (Additional / Change Order)
GHURA-09-28-2021-Section 8 Expansion (Main Building)

Total Amount of Stairway Work (Additional) : Seventy Thousand and No/100 (\$70,000.00)

1. Design and Building Permit	\$10,000.00
2. Structural Work	\$41,000.00
Stair Footing, Form Work, Concrete Pouring & Walkway Overhang	
3. Finishing Works	\$25,000.00
Skim Coat, Plaster Finish, Painting, New Aluminum Exterior Door	
4. Electrical Work / Lighting System	\$1,000.00
5. Deduction Cost from Original Project	(\$7,000.00)



Michael J. Lee
General Manager

08 / 30 / 2022
Date

O. H. Construction

P. O. Box 11497
Tamuning, GU 96931

LETTER OF TRANSMITTAL

Date: August 29, 2022
To: Elizabeth F. Napoli / Executive Director
GHURA
Attention: Sonny P. Perez, A/E Manager
Subject: The Cost Breakdown of Exterior Stairway (Additional Work)
Reference: GHURA-09-28-2021-S8 Expansion (GHURA Main Building)

We are sending you: Attached Under separate cover via _____

The following items:

- Drawings Prints Samples
- Copy of Letter Change Specifications
- Payment Request Plans Other

NO	DESCRIPTION	SPEC. SEC. / DWG NO.
1	The Cost Breakdown of Exterior Stairway (Additional Work)	

These are transmitted:
 for approval for your use for review & comments as required

Remarks: _____

Submitted by: Edward Choi / Payroll Officer 
CC Alice James/ Andrew Manglona

SECTION 3
JUS 30 '22 AM 10:23



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



September 1, 2022

Lourdes A. Leon Guerrero
Governor of Guam

Joshua F. Tenorio
Lt. Governor of Guam

John J. Rivera
Chairman

Monica O. Guzman
Vice Chairwoman

Anisia S. Delia
Commissioner

Frank T. Ishizaki
Commissioner

Emilia F. Rice
Commissioner

Nathanael P. Sanchez
Commissioner

Karl E. Corpus
Resident Commissioner

Elizabeth F. Napoli
Executive Director

Fernando B. Esteves
Deputy Director

PIH Financial Management Division
U.S. Department of Housing and Urban Development
Washington, DC 20410-5000

**SUBJECT: GQ901 Additional Unliquidated Obligation Extension Request
Coronavirus Aid, Relief, and Economic Security Act Funds**

Dear Sir or Ma'am:

On August 18, 2022, the Guam Housing and Urban Renewal Authority (GQ901-GHURA) transmitted a request to your office for an extension to liquidate the balance of an existing contract in the amount of \$135,000. This letter is a request to amend the amount to include a change order received from the contractor. Last week, the contractor submitted a change order for an additional \$70,000.00 to build a separate entry into the new office extension that will provide reasonable distance from other employees. This will bring the contract amount from \$225,000 to \$295,000 with an unliquidated balance of \$205,000.

In addition, to enhance the Authority's safety precaution plan, a contract in the amount of \$40,603.00 was made to purchase partitions to protect employees from contracting and spreading the COVID virus to other employees in the office. To prevent shipping delays of the partitions, a payment of \$19,895.47 was made to acquire the partitions, which left \$20,707.53 for the labor to install the partitions. GHURA is requesting for an extension of this contract past December 31, 2021. If granted the extension, GHURA will be able to use CARES funding to pay for the installation of the partition which was completed in May 2022.

In conclusion, GHURA is seeking U.S. HUD's approval to:

1. Extend the office expansion contract to liquidate the remaining obligation of \$135,000 which will be completed 120 days after the date of the first request (letter dated 08/19/2022)
2. Increase the office expansion in the amount of \$70,000 via a change order bringing the unliquidated obligation from \$135,000 to \$205,000.
3. Extend the purchase of the office partitions to liquidate the remaining obligation using CARES funds of \$20,707.53

A copy of the contractual agreements, change order, and supporting documents are attached for review.

If additional information is needed, or if there are any concerns, please do not hesitate to email me at efnapoli@ghura.org or call me at (671) 472-1442.

Respectfully,

Elizabeth F. Napoli
Executive Director