

GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda
Monday, 06/22/20 @ 4:05 p.m.
Online Meeting

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
Simone Bollinger	Faculty	simone.bollinger@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres II	Faculty	carl.torresii@guamcc.edu	
Dr. Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Dr. Mary Okada	Administrator	mary.okada@guamcc.edu	

Mission Statement:

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

3) Approval of Prior Minutes: 05-11-2020

4) Old Business:

- a. Financial Report
- b. Facilities Report
- c. Opportunities to increase revenues

5) New Business:

- a. Tuition Benefit Program

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Monday, 06/22/20 @ 4:05pm
Online Meeting

Meeting Minutes

1) Call to Order: @ 4:10 pm

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	absent
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	absent
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	absent
Joanne Blas	Staff	joanne.blas1@guamcc.edu	absent
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	✓
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Simone Bollinger	Faculty	simone.bollinger@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	✓
Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Mary Okada	Administrator	mary.okada@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to table the May 11, 2020 minutes was made by F. Tupaz, seconded by T. Mafnas. No further discussion. Motion passed unanimously.

4) Old Business:

- a. Financial Report – Tabled
- b. Facilities Report – Tabled
- c. Opportunities to increase revenues - Tabled

5) New Business:

- a. Tuition Benefit Program

Motion to approve the Tuition Benefit Program was made by T. Mafnas, seconded by D. Perez. No further discussion. Motion passed unanimously.

Motion to approve the Tuition Benefit Program was made by F. Tupaz, seconded by S. Bollinger. No further discussion. Motion passed unanimously.

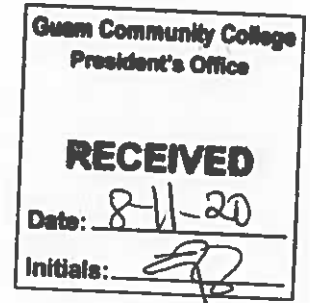
6) Open Discussion:

None

7) Next Meeting –

8) Adjournment: @ 4:28 p.m. Motion was made by T. Mafnas, seconded by T. Hiura. Motion passed.

GUAM COMMUNIT COLLEGE
Resource, Planning, & Facilities Committee



July 14, 2020

MEMORANDUM

TO: Mary A.Y. Okada, Ed.D., President *Myokada*

FROM: Carl Torress II

SUBJECT: Tuition Benefit Program Revision

The RPF Committee met on 06/22/2020 and unanimously approved the revisions made to the Tuition Benefit Program.

Please let me know if you have any questions regarding the above.

Carl II 7-14-2020

Carl Torres II, Co-Chair Date



GUAM COMMUNITY COLLEGE

Tuition Benefit Program For Employees' Spouse and Dependents

This Tuition Benefit Program waives tuition costs for courses at Guam Community College for employees' spouses and dependents. This is not a reimbursement or remission program. Tuition is simply waived. Tuition Benefit Program is open to permanent, full-time employees who have been employed by the College continuously for at least seven years (only permanent, full-time years are counted). Spouses are recognized as partners from civil marriages. Dependents are recognized as biological or adopted children under employees' care, who are under the age 23 and are not married. ***All employees are encouraged to apply for Financial Aid and scholarship as part of this program.***

Rules/Procedures

1. The Program will waive up to 12 credits per fall or spring semester and up to 6 credits per summer semester per family.
2. Spouses/dependents must be declared students in a program of study. Tuition will be waived only for those courses in the program of study.
3. The Program covers tuition only. The program does not cover non-credit courses; course, lab or other school-specific fees; textbooks; or tuition charged for auditing courses.
4. The employee (dependent) must turn in the schedule of their spouses/dependent within two weeks of start of the semester (exception is the initial startup of the program).
5. Tuition applies only for the first attempt at a course (not for any re-taking courses).
6. Employees (dependents) must sign the Tuition Benefit Program payback policy.
7. Minimum grade point average of 2.5 to continue in program. Proof of satisfactory completion of courses must be provided in order to be eligible for future assistance.
8. Employee must reimburse the tuition waived for any courses that spouse/dependents **fail or withdraw from during the add/drop period**. Reimbursement for tuition shall be payroll deducted from the employee's paycheck starting the period after withdrawal or failure, for no more than a four-month period.
9. Spouses/dependents must turn in their official transcripts to the Human Resources Office not more than two weeks after final grades are posted.
10. Application form (attached) must be submitted at least 30 days prior to the first day of classes (exception is the initial startup of the program). Fill in the attached application and provide supporting documents as needed.
11. In the event of death or disability of an eligible Guam Community College employee, the spouse and dependents shall continue to be eligible for participation in the Tuition Benefit Program, as long as they are continuously enrolled, Fall-Spring-Fall (summer not included). Any Break in enrollment will result in ineligibility.

Handwritten signature

GUAM COMMUNITY COLLEGE

Tuition Benefit Program for Employees' Spouse and Dependents

APPLICATION FORM

(Submit application and all supporting documents to Human Resources office at least 30 days prior to the start of the semester)

Employee Name: _____

Job Title: _____

Division/Department: _____

Contact Info: _____

Work

Email

Semester/Year Applying for:

- Fall
- Spring
- Summer

Student Name: (First) (M.I.) (Last) Student ID: _____

Student Signature

Date

Declared Program: _____

- Spouse (submit marriage certificate)
- Child (submit birth certificate or adoption papers)

Employee's Signature

Date

Certification by Human Resources Office

The above employee has met all requirements for the Tuition Benefit Program and has submitted all necessary documents.

Human Resources (Print Name and Sign)

Date

- Schedule submitted to HR
- Official transcripts submitted within two weeks after the last day of classes
- HR submitted documents to business office for processing

Human Resources (Print Name and Sign)

Date

GUAM COMMUNIT COLLEGE
Resource, Planning, & Facilities Committee

July 14, 2020

MEMORANDUM

TO: Mary A. Y. Okada, Ed.D., President

FROM: Carl Torress II

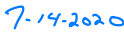
SUBJECT: Tuition Benefit Program Revision

The RPF Committee met on 06/22/2020 and unanimously approved the revisions made to the Tuition Benefit Program.

Please let me know if you have any questions regarding the above.



Carl Torres II, Co-Chair



Date

GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda
Monday, 05/11/20 @ 10:00 a.m.
Online Meeting

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
Simone Bollinger	Faculty	simone.bollinger@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres II	Faculty	carl.torresii@guamcc.edu	
Dr. Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	
Mary Okada	Administrator	mary.okada@guamcc.edu	

Mission Statement:

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

3) Approval of Prior Minutes: 02/20/2020 Minutes

4) Old Business:

- a. Financial Report –
- b. Facilities Report –
- c. Opportunities to increase revenues

5) New Business:

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Monday, 05/11/20 @ 10:00am
Online Meeting

Meeting Minutes

1) Call to Order: @ 10:03am

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	✓
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	absent
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	absent
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	✓
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Simone Bollinger	Faculty	simone.bollinger@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	absent
Carl Torres II	Faculty	carl.torresii@guamcc.edu	✓
Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Mary Okada	Administrator	mary.okada@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve the February 20, 2020 minutes was made by T. Mafnas, seconded by T. Hiura with the caveat to include the attachments of the FY2021 Budget that was presented at this meeting. No further discussion. Motion passed unanimously.

Motion to approve the February 20, 2020 minutes was made by V. Tudela, seconded by S. Simone with the correction that the FY2021 Budget was presented at this meeting and forwarded to President Okada and forward to the Board. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – M. Okada reported the following: (See attachment)

1. As of May 8, 2020 GCC received a total of \$10.9M. Based on the allotments requested we are about 84% of total. Still receiving money on a regular basis from Department of Administration.
2. Money (\$651,000) reduced to cover COVID will be restored in the 4th quarter. The \$651,000 was temporarily taken from 4th quarter was restored when the CARES ACT was given to the Government of Guam. There was a letter written from BBMR to the Legislature regarding the \$651,000 that was reduced will be restored. President Okada has requested for a copy of this letter from BBMR.
3. Still anticipating on receiving fiscal year budget as expected. However, anything goes from now until the end of the fiscal year because of the Government shutdown.
4. Audit is almost complete, waiting for OPA to finalize the review.
5. There is still no information regarding the FY2021 Budget. Based on the information coming from the Governor's Office they have to intention of redoing the budget for extensions.

b. Facilities Report – D. Perez reported the following: (See attachment)

1. Barrel Vault project was completed. Currently waiting for inspection.
2. Building 100 generator was repaired.

3. Building 100 is currently positioning for Government of Guam Department of Labor unemployment program to utilize during the pandemic until July 31, 2020. MIS and GTA should be finalizing their connections.
 4. To what extent would GCC go, as far as sanitation prior to the opening of Fall 2020? How do we move forward? Scope of work was prepared for prospective bidders to consider and include sanitation that is more aggressive. In the process of procuring, sneeze guards for campus, high traffic areas. Prior to Fall 2020 semester, facemasks will be issued to all employees.
 5. All payments for construction projects are current and up to date.
- c. Opportunities to increase revenues – tabled.
- Motion to table the opportunities to increase revenues topic was made by V. Tudela, seconded by J. Blas. No further discussion. Motion passed unanimously.**

5) New Business:

6) Open Discussion:

- a. Business Office – C. Torres II requested on the behalf of the students, is there a way to make arrangements for students to make payments online? M. Okada will verify with Business Office and get back to C. Torres II.
- b. Faculty Senate – faculty members are concerned about pandemic. Summer courses will be conducted online. Fall 2020 still in the planning process.
- c. Forensic Lab – funding is available.
- d. Fall 2020 Enrollment – needs to be reviewed and verified.
- e. How can GCC go about types of trainings for employees? M. Okada stated that there is money for GCC employees to receive trainings. Preference is to utilize the money on purchasing laptops for students.
- f. Several CIP request were submitted, D. Perez will prepare the listing for next RPF meeting.
- g. Student Concerns – A. Dela Rosa reported the following:
 1. Renaming of the Veterans Lounge – to Veterans Resource Center. M. Okada agreed with renaming. **Motion to rename the Veteran Lounge to Veterans Resource Center was made by A. Dela Rosa, seconded by T. Mafnas. Not further discussion. Motion passed unanimously.**
 2. Online Moodle – great option for online courses. C. Torres II requested that A. Dela Rosa remain on RPF committee for feedback purposes. In case, other members are not available to attend. A. Dela Rosa has agreed to continue his role to providing feedback on the student’s behalf in the RPF committee. 1:05.43
 3. Laptop Rentals for Students – C. Torres II asked the following questions:
 - a. How can this be addressed?
 - b. Is this something that could be entertained?V. Tudela responded, many faculty members have laptops. Is the request for desktop to be utilized at home? M. Okada stated that slowly all staff will be provided laptops. She also has requested for all departments to review their budgets to verify if laptops can be purchased.

7) Next Meeting – In the event that a meeting needs to be held, a meeting can be called to order.

8) Adjournment: @ 11:24 a.m. Motion was made by T. Hiura, seconded by S. Bollinger. Motion passed.

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

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CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- **99.9% complete as of April 2020.**
- **Clayarch explained the Governor's Executive Order (EO) with regards to social distancing, the closure of non-essential GovGuam offices, etc., hampered completing required tasks. For example, because Carrier was closed, the vendor could not confirm a previously scheduled training date.**

18. CANOPY – TO INSTALL BARREL VAULT CANOPY W/AN INTEGRATED PV GRID-TIED ELECTRICAL SYSTEM CONNECTING BUILDINGS 3000 TO 5000

GCC FB-18-016 FOR \$296,000.00 | 240 DAYS [MARCH 1, 2019 – OCTOBER 26, 2019]

CO#1: FOR THE SEAMLESS CONNECTION, ADDITIONAL GROIN & TIME EXTENSION | \$17,200 | DECEMBER 5, 2019

CO#2: TIME EXTENSION FOR PROCESSING OF BUILDING PERMIT | FEBRUARY 2, 2020

CO#3: TIME EXTENSION DUE TO STORMS, INSPECTOR'S SCHEDULE, BROKEN CONCRETE MACHINE | MARCH 31, 2020

CO#4: TIME EXTENSION DUE TO EXECUTIVE ORDER (COVID-19) | APRIL 30, 2020

- **99.4% complete as of April 2020.**
- **The contractor described that the EO (social distancing, the closure of non-essential GovGuam offices, etc.) made it difficult for the project's timely completion. Since government of Guam agencies closed (lockdown), Clayarch was unable to schedule required inspections (e.g., DPW, DPHSS, etc.). Additionally, after continuously seeking assistance, Pacific Solar finally agreed to install the remaining solar PV panels.**

CIP 2020

20.01 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

GCC FB-20-0001 FOR \$205,868.44 ISSUED TO J&B MODERN TECH P2000905 MARCH 25, 2020

- **J&B confirmed that AC units under P2000905 were ordered.**
- **Since P2000905 did not include 4-ton ductless units, a separate RFQ was issued. Two vendors (aGree AirCon and JWS) attended the mandatory site visit and responded to the RFQ for three 4-ton ductless split air conditioning units. P&D received, reviewed the vendors' proposal, and requested for clarification on two-stage compressor, compressor's sound blanket, factory-installed filter drier, etc.**

OTHER:

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 13, 2016 FOR \$4,516,000 | 450 DAYS OR DECEMBER 7, 2017

CO#1: TYPHOON SHUTTERS, WINDOW BLINDS | \$145,093

CO#2: REVISE DRAWINGS & TIME EXTENSION (318) | \$270,094.32 | OCTOBER 21, 2018

CO#3: FIRE SPRINKLER WATER CONNECTION & TIME EXTENSION (104) | \$39,645.53 | FEBRUARY 2, 2019

CO#4: WATERLINE, WATER TANK & TIME EXTENSION (129) | \$33,933.37 | JUNE 11, 2019

CO#4.1: | \$126,374.72 | JUNE 11, 2019

CO#5: | \$51,965.82 | JUNE 11, 2019

CO#6: | \$9,283.62 | WATER TANK FOUNDATION WORK PLUS COMMON MATERIAL PRICE ESCALATION | JUNE 11, 2019

- **99.9% complete as of April 2020.**
- **Held CCM sessions via Google Meet.**
- **TRMA approved submittals for the fire extinguisher cabinets and shop drawings for the remaining door storm shutters. Panel, rather than accordion storm shutters, will be installed because existing (1) columns, located next to the entrance (parking lot**



P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

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side), do not allow for the required clearance necessary to install the accordion shutters' frame and (2) the outermost entrance doors, located at the courtyard side, cannot fully open when accordion shutters are in the "stored" position.

- Morrico successfully replaced and tested the generator's radiators.
- PPBC explained that the EO imposing social distancing, the closure of non-essential GovGuam offices, etc., impeded its ability to complete required tasks (GFD's inspection, Carrier's remaining work and training on DDC System, VCE Pacific's installation and training of electronic keys and commissioning).
- PPBC intends to respond to the requirement to change the existing water tanks and CO#6.
- The next Google Meet CCM session is scheduled for 9A, May 7, 2020.

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

AWARDED TO J&B MODERN TECH ON FEBRUARY 20, 2018 FOR \$4,451,889.36 | 450 DAYS OR MAY 16, 2019

CO#1: TIME EXTENSION TO JUNE 5, 2019

CO#2: TIME EXTENSION, \$22,500 (LEAD ABATEMENT) AND \$5,777.71 (DEDUCTIVE FIRE SPRINKLER) | \$16,722.29 | JULY 2, 2020

- **54.0% complete as of April 2020 (25.0% progress report, 29.0% materials).**
- **Held CCM sessions via Google Meet.**
- **The contractor expressed that the pandemic resulted in unexpected absenteeism and made it difficult to coordinate typical activities or services.**
- **Concrete pouring (2nd lift) was completed.**
- **A FEMA representative conducted a site visit.**
- **The FEMA Monthly Financial Status and Performance Report for March 2020 was submitted. The report reflects the *Total Expenditures for March \$20,925, Total YTD Expenditure of \$546,681.77, Total Federal Reimbursement Received \$510,435.89, and the Anticipated Completion Date of September 20, 3030.***
- **Contractor was asked to submit an updated CPM schedule.**
- **A Google Meet CCM session is scheduled for 9A, May 14, 2020.**

FORENSIC/DNA BUILDING: GCC-FB-17-002; NON FEDERAL

AWARDED TO BME & SONS JULY 3, 2019 FOR \$5,079,425.04 | 540 DAYS OR DECEMBER 24, 2020

- **7.49% complete as of April 2020 (.35% progress report).**
- **Held CCM sessions via Google Meet.**
- **Although EO requirements hampered progress, the Department of Parks and Recreation signed (April 17, 2020) and moved the building permit application forward. With the required review and signatories BME anticipants receipt of a Building Permit early May.**
- **The project is delayed 231 days.**
- **Submittals and RFI continue to be electronically submitted to TRMA.**
- **A Google Meet CCM session is scheduled for 9A, May 7, 2020.**



P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

A P R I L 2 0 2 0

WELLNESS CENTER: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,593. TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

04/30/2020 **NO CHANGE:**

In February/March: The Office of Alumni Relations and Fundraising is developing a USDA grant proposal to cover the cost of required surveys.

BUILDING B RENOVATION:

NO CHANGE:

In March: TRMA submitted the Basis of Design, Building Specs, Drawings (March 20, 2020) and Cost Estimate (\$519,000). The renovation will achieve LEED certification, add a second floor, house offices for SSS, faculty, and faculty senate, lobby, lounge, conference room, testing and computer labs, and restrooms. Alternate bids will include a generator that will also support building 3000.



GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda
 Thursday, 02/20/20 @ 9:00a.m.
 CSI Conference Room

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
Simone Bollinger	Faculty	simone.bollinger@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres II	Faculty	carl.torresii@guamcc.edu	
Dr. Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

Mission Statement:

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

3) Approval of Prior Minutes:

4) Old Business:

- a. Financial Report
- b. Facilities Report
- c. Opportunities to increase revenues

5) New Business:

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Thursday, 02/20/20 @ 3:30pm
CSI Conference Room

Meeting Minutes

1) Call to Order: @ 9:09am

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	✓
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	absent
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	absent
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	absent
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Simone Bollinger	Faculty	simone.bollinger@guamcc.edu	absent
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	✓
Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve the October 03, 2019 minutes was made by F. Tupaz, seconded by C. Torres II with corrections. No further discussion. Motion passed unanimously.

Motion to approve the January 27, 2020 minutes was made by C. Torres II, seconded by J. Blas with changes. No further discussion. Motion passed unanimously.

Motion to amend the agenda for Thursday, February 20, 2020 was made by F. Tupaz, to add items d. Daycare Services, and e. Port of Mocha Update, under Old Business, seconded by A. Dela Rosa. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – C. Santos reported the following: (See attachment)

1. The FY2020 Legislature Budget PL 35-36 passed, proposed budget is \$19,845,754. Last received \$343,691 on February 14, 2020: No reserves for FY2020.
2. GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of permitting for the project. Credit collection services awarded to MCB. Phone services and copier services will be put out to bid this spring. Building 100 total paid to ProPacific is \$4,908,909 up to payment #35, or 96% of \$5,183,107 paid. Building 300 total paid \$1,848,553 of \$4,451,889.36 or 40% completion. FEMA granted extension up to September 20, 2020. FDNA paid \$225,091.75 of total contract \$5,079,425 or 4% complete.
3. Banner modernization module updates: Mobile app has been launched. Ellucian Ethos and Ellucian Analytics pending.
4. US Coast Guard scholarships, FSM National Government, Pohnpei State Government, Yap State scholarships still open. QPT3 scholarship out for \$250 each, closes January 30, 2020 (13 applicants, 10 awarded); AGA scholarship for \$1000 closes January 31, 2020, one applicant.

F. Tupaz requested for a financial statement on available funding for scholarships. C. Santos will verify with Darlene Sablan at the Business Office and Esther Rios at Financial Aid Office and provide information at the next RPF meeting.

5. MIS has put together a proposal for Underground Fiber Optic Network project, pending funding.

b. Facilities Report – D. Perez reported the following: (See attachment)

1. Several CIP requests were submitted. D. Perez will prepare the listing for next RPF meeting.

c. Opportunities to increase revenues – tabled.

Motion to table the opportunities to increase revenues topic was made by F. Tupaz, seconded by C. Torres II. No further discussion. Motion passed unanimously.

d. Daycare Services – Is there really a need for daycare services? A survey will be done to determine outcome of services needed to be provided. V. Tudela will prepare the survey and present at the next RPF meeting.

e. Port of Mocha – GCC has presented a letter of termination because the contract agreement ends in March 2020. GCC is looking into providing an in-house vendor. After the development of the establishment, Culinary will probably take over. The goal is to give it back to the departments to run the establishment. F. Tupaz requested to be involved in the process to assist and provide feedback because he is the incoming Department Chair for Business & Visual Communications.

5) New Business:
None

6) Open Discussion:

a. BCS Café – C. Santos will verify if BCS can purchase a card machine.

b. Cleaning Service – C. Torres II asked, “Will the rotunda and the stairway floors be stripped and waxed in the summer time? D. Perez reported that strip and wax is usually done during the breaks, like summer and Christmas break. Additionally, the President’s Conference Room (PCR), Student Service Administration (SSA) conference room, the rotunda, and stairways are cleaned twice a month. Employees are still required to dump their own trash. C. Torres II requested for cleaners to request for access into the supply and equipment room of the science department when cleaning is going to be provided. Reason for this request is due to valuable equipment and supply.

c. Buildings A, B, C, and D – there are only two (2) ladies restroom within these area. Building A underneath stairway, near A-10, the restroom will be converted into a ladies restroom for students. George Washington High School students have been reported for vandalizing restrooms on campus. D. Perez will put this concern into account.

d. Newly hired CEWD Director – Denise Mendiola (LTA)

e. Vending Machines – students requested for snack machine.

7) Next Meeting – Thursday, 03/19/2020 @ 9:00am, CSI Conference Room

8) Adjournment: @ 10:06 a.m. Motion was made by T. Mafnas, seconded by A. Dela Rosa. Motion passed.

RPF
FINANCIAL STATUS UPDATE
February 20, 2020

- FY2020 Budget Legislature Budget PL 35-36 passed, proposed budget is for \$19,845,754. Last received \$343,691 on 2/14/2020: No reserves for FY2020.

FY 2020	2/19/2020				
Appropriations	FY20 Appr.	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,910,955	7,111,610	6,461,190	91%	91%
LPN / VocGuidance	765,541	318,975	289,531	91%	91%
MDF	1,325,100	552,125	266,933	48%	48%
GF - Apprenticeship	195,450	81,437	73,920	91%	91%
TAF	24,154	24,154	24,154	100%	100%
Capital Projects	200,400	0	0	#DIV/0!	#DIV/0!
First Gen Trust Fund	200,000	125,000	84,616	68%	68%
Totals	19,621,600	8,213,301	7,200,343	88%	88%

- GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of permitting for the project. Credit collection services awarded to MCB. Phone services and copier services will be put out to bid this spring. Bldg 100 total paid to Propacific is \$4,908,909 up to pymt #35, or 96% of \$5,183,107 paid. Bldg 300 total paid \$1,848,553 of \$4,451,889.36 or 40% complete. FEMA granted extension up to 9/20/2020. FDNA paid \$225,091.75 of total contract \$5,079,425 or 4% complete.
- Banner modernization module updates: Mobile app has been launched. Ellucian Ethos and Ellucian Analytics, pending.
- Audit Services currently underway with Deloitte, expect completion of fieldwork by end of February or early March..
- US Coast Guard scholarships FSM National Gov't., Pohnpei State Gov't., Yap State scholarships still open. QPT3 scholarship out for \$250 each, closed 1/30/2020 (13 applicants, 10 awarded); AGA scholarship for \$1000 closed 1/31/2020, one applicant..
- MIS has put together a proposal for Underground Fiber Optic Network project, pending funding.

Current YTD Operating Income (loss) for FY20 as of 2/19/2020 are as follows:

2/19/2020	FY20					Total
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	
Revenues						
Appropriations	\$ 6,774,875	\$ 266,933	\$ 73,920			\$ 7,115,728
Non-appropriated funds				\$4,486,848	\$ 409,614	\$ 4,896,462
Total Revenues	6,774,875	266,933	73,920	4,486,848	409,614	12,012,190
Expenditures						
Salaries - Full Time	3,926,478	21,882	-	456,522	140,233	4,545,115
Salaries - Part Time	-	-		340,676	36,393	377,069
Benefits	1,200,322	6,990	-	166,879	52,348	1,426,539
Travel				7,986	8,389	16,375
Contractual Services	642,922	(4,539)	4,569	466,549	109,633	1,219,134
Supplies and Materials	33,713			38,428	55,595	127,736
Equipment	12,078	12,259		10,803	10,674	45,813
Textbooks				183,571	-	183,571
Miscellaneous	2,707		-	27,539	30,620	60,866
Interest Expense				24,815		24,815
Power	173,845					173,845
Water/Sewer	21,131					21,131
Telephone	28,146				449	28,595
Capital Outlay						
Transfer				(47,496)		(47,496)
Subtotal Expenditure	6,041,342	36,592	4,569	1,676,272	444,334	8,203,109
Encumbrances	568,429	283,156	3,825	294,643	234,212	1,384,266
Total Exp & Enc	6,609,771	319,748	8,394	1,970,915	678,546	9,587,374
Operating (loss)income	\$ 165,104	\$ (52,815)	\$ 65,526	\$2,515,933	\$ (268,932)	\$ 2,424,816

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

J A N U A R Y 2 0 2 0

CIP:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- 99.9% complete as of January 2020.
- While Clayarch continuous to work with Carrier, GCC will likewise research options to address AC units capacity and threshold.

18. CANOPY – TO INSTALL BARREL VAULT CANOPY W/AN INTEGRATED PV GRID-TIED ELECTRICAL SYSTEM CONNECTING BUILDINGS 3000 TO 5000

GCC FB-18-016 FOR \$296,000.00 | 240 DAYS [MARCH 1, 2019 – OCTOBER 26, 2019]

CO#1: FOR THE SEAMLESS CONNECTION, ADDITIONAL GROIN & TIME EXTENSION | \$17,200 | DECEMBER 5, 2019

CO#2: TIME EXTENSION FOR PROCESSING OF BUILDING PERMIT | FEBRUARY 2, 2020

CO#3: TIME EXTENSION DUE TO STORMS, INSPECTOR'S SCHEDULE, BROKEN CONCRETE MACHINE | MARCH 31, 2020

- 82.79% complete as of January 2020.
- Phase II was initiated; footings and columns were prepped and concrete poured.
- Project is progressing as planned.

20.01 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

GCC FB-20-0001

- P&D finalized and submitted its evaluation. MMO reviewed the evaluation and then prepared the Notice of Intent to Award for the President's consideration.

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 13, 2016 FOR \$4,516,000 | 450 DAYS OR DECEMBER 7, 2017

CO#1: TYPHOON SHUTTERS, WINDOW BLINDS | \$145,093

CO#2: REVISE DRAWINGS & TIME EXTENSION (318) | \$270,094.32 | OCTOBER 21, 2018

CO#3: FIRE SPRINKLER WATER CONNECTION & TIME EXTENSION (104) | \$39,645.53 | FEBRUARY 2, 2019

CO#4: WATERLINE, WATER TANK & TIME EXTENSION (129) | \$33,933.37 | JUNE 11, 2019

CO#4.1: | \$126,374.72 | JUNE 11, 2019

CO#5: | \$51,965.82 | JUNE 11, 2019

CO#6: | \$9,283.62 | WATER TANK FOUNDATION WORK PLUS COMMON MATERIAL PRICE ESCALATION | JUNE 11, 2019

- TRMA approved PPBC's design to connect the fire pump ATS to the generator control.
- At the 1/31/2020 CCM, Appendix A and B (Pre-Functional test Checklists) were reviewed with the Commissioning Agent. It was agreed for PPBC to resolve deficiencies by 2/21/2020 and Commissioning Agent to validate by 2/28/2020. Commissioning Agent recommended and those present agreed to load information onto the LEED portal. TRMA confirmed that the building is currently at the "basic" LEED level.
- PPBC acknowledged two punch list items (to install fire extinguishers and to connect fire pump ATS to generator control) and several outstanding work orders that range from labeling electrical panel to exterior canopy leak all by 2/7/2020.
- PPBC will submit a response change order #6.

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

J A N U A R Y 2 0 2 0

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

AWARDED TO J&B MODERN TECH ON FEBRUARY 20, 2018 FOR \$4,451,889.36 | 450 DAYS OR MAY 16, 2019

CO#1: TIME EXTENSION TO JUNE 5, 2019

CO#2: TIME EXTENSION, \$22,500 (LEAD ABATEMENT) AND \$5,777.71 (DEDUCTIVE FIRE SPRINKLER) | \$16,722.29 | JULY 2, 2020

- 49.24% complete as of January 31, 2020 (20.96% progress plus 28.28% materials)
- J&B's request to extend work days and to access the campus on Saturday and Sunday was approved.
- On January 24, 2020, FEMA approved "the extension of the Period of Performance ... from December 21, 2019 to September 20, 2020, on condition that GCC shall provide a detailed work schedule by month including completed and outstanding tasks with assurances that the subgrant mentioned above will be completed by the new end date."
- As requested by J&B, a special meeting was held to discuss the project's timeline. Bangayan, President, J&B, explained manpower shortage moved the completion date from June 2020 to March 2021. GCC confirmed FEMA's extension is not negotiable.

FORENSIC/DNA BUILDING: GCC-FB-17-002; NON FEDERAL

AWARDED TO BME & SONS JULY 3, 2019 FOR \$5,079,425.04 | 540 DAYS OR DECEMBER 24, 2020

- 5.97% complete as of January 2020.
- On 1/30/2020, TRMA reported the International Archeological (IA) report may now be available February 7, 2020. Additionally, although TRMA submitted a letter to Department of Parks and Recreation (SHPO) indicating that no archeological findings were present from IA's fieldwork, DPR (Patrick Lujan-SHPO) explained "we will not approve any permit pertaining to this undertaking until we receive the final report."
- BME & Sons reported the project is delayed 134 calendar days (CCM, 1/30/2020).

WELLNESS CENTER & MAINTENANCE BUILDING: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,593.

TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

- GCC is reviewing TRMA's proposal for additional A/E fees for \$91,015 (\$51,750-structural special inspection, \$21,878-archaeological; and \$17,387-construction administration fees).
- TRMA confirmed that design documents dated 3/15/19 can be used for the bid and then updated after A/E stamps are renewed April 2020.

BUILDING B RENOVATION:

- TRMA will provide an updated schedule. *A/C RESTORED.*



GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee

Agenda

Thursday, 01/27/20 @ 3:30p.m.
CSI Conference Room

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
Simone Bollinger	Faculty	simone.bollinger@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres II	Faculty	carl.torresii@guamcc.edu	
Dr. Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

Mission Statement:

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

3) Approval of Prior Minutes:

4) Old Business:

- a. Financial Report
- b. Facilities Report
- c. Opportunities to increase revenues

5) New Business:

- a. FY2021 GovGuam Budget Request
- b. FY2021 NAF Budget Request
- c. FY2021 NAF Special Project Budget Request

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Monday, 01/27/20 @ 3:30pm
CSI Conference Room

Meeting Minutes

1) Call to Order: @ 3:39pm

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	✓
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	✓
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	✓
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	absent
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Simone Bollinger	Faculty	simone.bollinger@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	✓
Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve the November 07, 2019 minutes was made by C. Torres II, seconded by A. Ulloa. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – C. Santos reported the following: (See attachment)

1. The FY2020 Legislature Budget PL 35-36 passed, proposed budget is \$19,845,753. Last received \$378,308 on January 24, 2020: No reserves for FY2020.
2. GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of obtaining permits for the project. Credit collection services awarded to MCB. Phone services and copier services will be put out to bid this spring. Building 100 total paid to ProPacific is \$4,908,909 up to payment #35, or 96% of \$5,183,107 paid. Building 300 total paid \$1,786,507 of \$4,451,889.36 or 40% completion. FEMA granted extension up to September 20, 2020.
3. Banner modernization module updates: Ellucian Ethos, Ellucian Analytics and mobile app, in Beta mode. New mobile app in Beta mode, pending PIO to announce official launch date.
4. BO processed and distributed 2019 W-2s on the 15th deadline. 1099s and 1098T currently in process and will be completed before the 31st.
5. Policy 191 Data Breach Response has been approved by the BOT and posted online.
6. Audit Services currently underway with Deloitte.
7. US Coast Guard scholarships, FSM National Government, Pohnpei State Government, Yap State scholarships still open. QPT3 scholarship out for \$250 each, closes January 30, 2020; AGA scholarship for \$1000 closes January 31, 2020.
8. MIS has put together a proposal for Underground Fiber Optic Network project. More information to be provided at next meeting.

b. Facilities Report – D. Perez reported the following: (See attachment)

1. CIP18 – Canopy construction area. C. Torres II reported that some students are concerned about the amount of noise, vibration and drilling coming from the construction area. C. Torres II requested, can

the construction company work on the noisy part of the construction from Friday through Sunday? D. Perez stated that she will look into the schedule and verify what can be done to address the students concern.

2. Call out for CIP 2021, deadline by Friday, January 31, 2020. Please send all requests to Mr. Inocencio San Agustin.
 3. Roll out for CIP 2020, by February there will be some contracts prepared.
 4. Building 3000 water issue. Please submit work orders if it is still an issue. However, D. Perez will verify with maintenance.
 5. S. Bollinger requested to open window shutters facing Building 300. D. Perez will verify the status.
- c. Opportunities to increase revenues – tabled

5) New Business:

- a. FY2021 GovGuam Budget Request
- b. FY2021 NAF Budget Request
- c. FY2021 NAF Special Project Budget Request

Motion to approve the FY2021 GovGuam Budget Request, FY2021 NAF Budget Request, and the FY2021 NAF Special Project Budget Request, was made by C. Torres II, seconded by J. Blas. No further discussion. Motion passed unanimously.

6) Open Discussion:

Students – feedback of Port of Mocha. A. Dela Rosa will send the list of comments and feedback to C. Santos via email.

7) Next Meeting –

Thursday, 02/20/2020 @ 9:00am, CSI Conference Room
Thursday, 03/19/2020 @ 9:00am, CSI Conference Room
Thursday, 04/16/2020 @ 9:00am, CSI Conference Room
Thursday, 05/07/2020 @ 9:00am, CSI Conference Room

8) Adjournment: @ 4:50 p.m. Motion was made by A. Dela Rosa, seconded by V. Tudela. Motion passed.

RPF
FINANCIAL STATUS UPDATE
January 27, 2020

- FY2020 Budget Legislature Budget PL 35-36 passed, proposed budget is for \$19,845,754. Last received \$378,308 on 1/24/2020: No reserves for FY2020.

FY 2020	1/27/2020				
Appropriations	FY20 Appr.	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,910,955	5,711,703	5,528,582	97%	97%
LPN / VocGuidance	765,541	255,180	250,273	98%	98%
MDF	1,325,100	441,700	156,508	35%	35%
GF - Apprenticeship	195,450	65,150	63,899	98%	98%
TAF	24,154	24,154	24,154	100%	100%
Capital Projects	200,400	0	0	#DIV/0!	#DIV/0!
First Gen Trust Fund	200,000	100,000	59,616	60%	60%
Totals	19,621,600	6,597,887	6,083,032	92%	92%

- GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of permitting for the project. Credit collection services awarded to MCB. Phone services and copier services will be put out to bid this spring. Bldg 100 total paid to Propacific is \$4,908,909 up to pymt #35, or 96% of \$5,183,107 paid. Bldg 300 total paid \$1,786,507 of \$4,451,889.36 or 40% complete. FEMA granted extension up to 9/20/2020.
- Banner modernization module updates: Ellucian Ethos, Ellucian Analytics and mobile app, in *BETA mode*. New mobile app in Beta mode, pending PIO to announce official launch date..
- BO processed and distributed 2019 W-2s on the 15th deadline. 1099s and 1098T currently in process and will be completed before the 31st.
- Policy 191 Data Breach Response has been approved by the BOT and posted online.
- Audit Services currently underway with Deloitte.
- US Coast Guard scholarships FSM National Gov't., Pohnpei State Gov't., Yap State scholarships still open. QPT3 scholarship out for \$250 each, closes 1/30/2020; AGA scholarship for \$1000 closes 1/31/2020.
- MIS has put together a proposal for Underground Fiber Optic Network project. More information to be provided at next meeting.

Current YTD Operating Income (loss) for FY20 as of 1/27/2020 are as follows:

1/27/2020	FY20					
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	Total
Revenues						
Appropriations	\$ 5,778,855	\$156,508	\$ 63,899			\$ 5,999,262
Non-appropriated funds				\$4,304,425	\$ 361,966	\$ 4,666,391
Total Revenues	5,778,855	156,508	63,899	4,304,425	361,966	10,665,653
Expenditures						
Salaries - Full Time	3,486,162	19,058	-	403,769	121,080	4,030,068
Salaries - Part Time	-	6,058		339,303	34,143	379,504
Benefits	1,065,366		-	150,726	45,296	1,261,388
Travel				7,766	8,275	16,041
Contractual Services	587,572	(4,539)	4,569	443,355	73,347	1,104,304
Supplies and Materials	28,056			21,437	50,207	99,699
Equipment	5,185			9,709	9,118	24,011
Textbooks				166,588	-	166,588
Miscellaneous	2,100		-	21,327	27,036	50,463
Interest Expense				8,283		8,283
Power	175,017					175,017
Water/Sewer	21,131					21,131
Telephone	25,149				449	25,599
Capital Outlay				-		-
Transfer				(47,496)		(47,496)
Subtotal Expenditure	5,395,738	20,577	4,569	1,524,766	368,950	7,314,601
Encumbrances	598,994	144,102	22,855	165,739	258,779	1,190,470
Total Exp & Enc	5,994,732	164,679	27,424	1,690,505	627,730	8,505,071
Operating (loss) income	\$ (215,877)	\$ (8,171)	\$ 36,474	\$2,613,920	\$ (265,764)	\$ 2,160,582

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

D E C E M B E R 2 0 1 9

CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- 99.9% complete as of December 2019.
- Clayarch reviewed and responded to TRMA's recommendation (12/2/19) to have the DDC system programmed so "the lead A/C unit has a 36 ton (80% capacity) threshold at which point the lag A/C unit will turn on". TRMA will now provide a final recommendation based on Clayarch/Carrier's response to having the threshold at 80% capacity (12/18/19).

18. CANOPY – TO INSTALL BARREL VAULT CANOPY W/AN INTEGRATED PV GRID-TIED ELECTRICAL SYSTEM CONNECTING BUILDINGS 3000 TO 5000

GCC FB-18-016 FOR \$296,000.00 | 240 DAYS [MARCH 1, 2019 – OCTOBER 26, 2019]

CO#1: FOR THE SEAMLESS CONNECTION, ADDITIONAL GROIN & TIME EXTENSION | \$17,200 | DECEMBER 5, 2019

CO#2: TIME EXTENSION FOR PROCESSING OF BUILDING PERMIT | FEBRUARY 2, 2020

CO#3: TIME EXTENSION DUE TO STORMS, INSPECTOR'S SCHEDULE, BROKEN CONCRETE MACHINE | MARCH 31, 2020

- 76.07% complete as of December 2019.
- A request for a no-cost extension to complete the project by 3/31/2020 was approved. The request was necessary because of delays related to bad weather (storms), DPW inspector's schedule, broken concrete machine, and for safety scheduling concrete pouring on a Friday/Saturday.
- Phase I will be completed and its temporary barrier relocated by January 5, 2020. Phase II (extending canopy to building 3000) will begin January 6, 2020.

20.01 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

GCC FB-20-0001

- A team (Sustainability Project Coordinator, Building Maintenance Superintendent, Maintenance Supervisor, and Refrigeration Mechanic I) evaluated a bid cost proposal and then shared recommendations with P&D's assistant director. The team requested clarification and will review J&B Modern Tech's response (12/23/19) by January 9, 2020.

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 13, 2016 FOR \$4,516,000 | 450 DAYS OR DECEMBER 7, 2017

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CO#4.1: | \$126,374.72 | JUNE 11, 2019

CO#5: | \$51,965.82 | JUNE 11, 2019

CO#6: | \$9,283.62 | WATER TANK FOUNDATION WORK PLUS COMMON MATERIAL PRICE ESCALATION | JUNE 11, 2019

- 99.978% complete as of December 2019
- TRMA instructed PPBC to install the fire pump ATS to the generator controls.
- On December 30th, the Commissioning Agent (Raymond Cheng, InSynergy Engineering, Inc.) provided (PPBC) needed corrections on the pre-functional and the functional performance test checklists (HVAC Systems and Controls, Lighting Control System, Daylighting Control System, Solar Hot Water System, Photovoltaic system, and Life Safety Systems). PPBC is working to correct checklist items including the operability of air damper, exhaust air flow in the restroom, light switch, and emergency lighting.
- 2 of the 66 items identified on the punch-list are unresolved as of December 2019. Pending



P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

D E C E M B E R 2 0 1 9

items include (1) full operation of the water pump ATS system and (2) installation of extinguisher cabinets.

- Additional unresolved items include the (1) installation of HDPE (high density) water tanks, (2) installation of accordion typhoon shutters around curved exterior glass doors/walls, (3) transfer of keys and training on the programmable keys (VCE Pacific), and (4) submission of Close Out requirements (training, as build, warranty documents, etc.).

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

AWARDED TO J&B MODERN TECH ON FEBRUARY 20, 2018 FOR \$4,451,889.36 | 450 DAYS OR MAY 16, 2019

CO#1: TIME EXTENSION TO JUNE 5, 2019

CO#2: TIME EXTENSION, \$22,500 (LEAD ABATEMENT) AND \$5,777.71 (DEDUCTIVE FIRE SPRINKLER) | \$16,722.29 | JULY 2, 2020

- 47.14% complete as of December 2019 (18.99% progress plus 28.15% materials)
- GCC has yet to receive FEMA's response to a "no cost" extension (11/9/19) to complete the project by 9/30/2020 rather than 12/21/19.

FORENSIC/DNA BUILDING: GCC-FB-17-002; NON FEDERAL

AWARDED TO BME & SONS JULY 3, 2019 FOR \$5,079,425.04 | 540 DAYS OR DECEMBER 24, 2020

- 5.16% complete as of December 2019.
- 12/6/19- TRMA gave BME & Sons a letter, soil report, and civil and structural drawings to give GEPA (Johnny Abedania) to address the discrepancy between the project's design cut slope and the soil report's suggested cut slope ratio. The letter assured GEPA that after discussing the concern with the geotechnical, civil, and structural engineers, all concluded that the project's design requirements "prudently and sufficiently address the concern". BME & Sons transmitted documents to GEPA on 12/6/19. On 12/30/19, BME & Sons confirmed that EPA signed off on the building permit.
- International Archeological completed their fieldwork on 12/27/19 and will finalize its report by 01/17/2020. The report needs to be submitted to DPW.
- During the 12/19/19 CCM, BME & Sons reported a 93-day delay due to the building permit's review/approval process.

WELLNESS CENTER & MAINTENANCE BUILDING: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,593.

TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

- No change.

BUILDING B RENOVATION:

- TRMA provided the following information and timeline:
 - Design development to begin on the 3rd week and sent to GCC by the 4th week of January 2020;
 - GCC to review and finalize design (1 week);
 - Bid documents will be submitted by the 4th week of February 2020; and
 - Bid issuance on the 3rd or 4th week of March 2020.
- TRMA will need to update and include, in the fee proposal, the backup generator for buildings A & 3000 as an alternate bid item. TRMA will also conduct an assessment on whether building B can continue to be served by the Bldg D generator. D generator currently supports buildings B, C and D.



GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda
 Thursday, 11/07/19 @ 9:00a.m.
 Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
Simone Bollinger	Faculty	simone.bollinger@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres II	Faculty	carl.torresii@guamcc.edu	
Dr. Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

Mission Statement:

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

3) Approval of Prior Minutes:

4) Old Business:

- a. Financial Report
- b. Facilities Report
- c. Opportunities to increase revenues

5) New Business:

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Thursday, 11/07/19 @ 9:00am
CSI Conference Room

Meeting Minutes

1) Call to Order: @ 9:07 a.m.

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	absent
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	absent
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	absent
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	✓
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	absent
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	absent
Carl Torres II	Faculty	carl.torresii@guamcc.edu	✓
Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

October 03, 2019 Minutes – tabled

Motion to table the October 03, 2019 minutes was made by C. Torres II, seconded by JP. Roberto. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – C. Santos reported the following: (See attachment)

1. FY19 – to date, GCC has received all of its FY19 appropriations except for \$61,069 or 31% of the First Gen Trust Fund.
2. The FY2020 Legislature Budget PL 35-36 passed, proposed budget is \$19,845,753. Last received \$329,521 on October 19, 2019: No reserves for FY2020.
3. Payroll processed reinstatement of employee increments on PPE October 26, 2019, effective October 01, 2019.
4. GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of permitting for the project. Credit collection services awarded to MCB. Phone services and copier services will be put out to bid this fall. Building 100 total paid to ProPacific is \$4,908,909 up to payment #35, or 96% of \$5,183,107 paid. Building 100 currently under LDs. Building 300 total paid \$1,701,182 of \$4,451,889.36 or 38% completion. FEMA processing payment application #8 for \$467,911. Pending FEMA request for extension.
5. Banner modernization module updates: Ellucian Ethos, Ellucian Analytics and mobile app, pending. Cloud, Degree Works, and Argos have been completed. Degree Works launched on October 16, 2019. Argos report trainings ongoing. New mobile app currently in testing.
6. Audit Services bid awarded to Deloitte. Budget loads for FY2020, were loaded as of October 10, 2019.
7. US Coast Guard scholarships FSM National Government, Pohnpei State Government, Yap State scholarships still open John K. Lee Memorial scholarships (all majors) due October 01, 2019, UPAG due November 11, 2019, and Soroptomist scholarships out.

8. Audit, Business Office working on for FY19 closing. FY2021 budget due date to Business Office November 15, 2019.

b. Facilities Report – D. Perez reported the following: (See attachment)

1. Contractors for Barrel Vault Canopy – need to be reminded about interaction with students on campus.
2. Building 100 – Many issues and concerns:
 - i. Room 119 and 124 F. Tupaz and P. Pangelinan offices have condensation on the walls. Requests for the four drawer cabinets have been submitted.
 - ii. Outlets location in men and women restrooms, are they in compliance? D. Perez stated that it was addressed and it is within building code.
 - iii. Parking lot side (corner of building) ceiling leaking. JP. Roberto will send pictures to D. Perez.
 - iv. Ceiling tiles leaking – D. Perez requested for JP Roberto to submit a work order.
 - v. Armory room door does not lock, JP Roberto requested for a key to be issued to him. D. Perez will make arrangements.

c. Opportunities to increase revenues – tabled

d. Students in need of assistance – discussion regarding identifying a designated area where students can receive donated items. Further updates will be provided by next RPF meeting.

5) New Business:

Proposed CIP FY2020 Projects – D. Perez reported the following: (See attachment) Call out for CIP 2021 will be announced and posted on MyGCC website.

Motion to approve the proposed CIP FY2020 Projects was made by C. Torres II, seconded by JP. Roberto. No further discussion. Motion passed unanimously.

6) Open Discussion:

- a. Thanksgiving Luncheon – Friday, 11/15/2019 from 11:30am – 1:30am in MPA.
- b. GCC Christmas Party – Saturday, 12/07/2019 at 6:00pm, Lotte Hotel

7) Next Meeting –

Wednesday, 12/04/2019 @ 9:00am, CSI Conference Room.

8) Adjournment: @ 9:52 a.m. Motion was made by T. Hiura, seconded by C. Torres II. Motion passed.

RPF
FINANCIAL STATUS UPDATE
November 6, 2019

- FY19 Appropriation Requested and Received balances are below. GCC received all of its FY19 appropriations except for \$61,069 or 31% of the First Gen Trust Fund.

FY 2019 10/15/2019							
Appropriations	FY19 Appr.	BBMR Reserve	Adj Appr	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,149,870	0	16,149,870	16,149,870	16,149,870	100%	100%
LPN / VocGuidance	763,207	0	763,207	763,207	763,207	100%	100%
MDF	948,888	0	948,888	948,888	948,888	100%	100%
GF - Apprenticeship	186,918	0	186,918	186,918	186,918	100%	100%
TAF	24,154	0	24,154	24,154	24,154	100%	100%
Capital Projects	200,400	0	200,400	200,400	200,400	100%	100%
First Gen Trust Fund	200,000	61,069	138,931	200,000	138,931	100%	69%
Totals	18,473,437	61,069	18,412,368	18,473,437	18,412,368	100%	100%

- FY2020 Budget Legislature Budget PL 35-36 passed, proposed budget is for \$19,845,754. Last received \$329,521 on 10/29/19: No reserves for FY2020.

FY 2020 11/5/2019					
Appropriations	FY20 Appr.	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	17,135,109	2,855,852	1,318,084	46%	46%
LPN / VocGuidance	765,541	127,590	63,795	50%	50%
MDF	1,325,100	220,850	0	0%	0%
GF - Apprenticeship	195,450	32,575	16,288	50%	50%
TAF	24,154	0	0	#DIV/0!	#DIV/0!
Capital Projects	200,400	0	0	#DIV/0!	#DIV/0!
First Gen Trust Fund	200,000	50,000	0	0%	0%
Totals	19,845,754	3,286,867	1,398,167	43%	43%

- Payroll processed reinstatement of employee increments on PPE 10/26/19, effective 10/1/19.
- GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of permitting for the project. Credit collection services awarded to MCB. Phone services and copier services will be put out to bid this fall. Bldg 100 total paid to Propacific is \$4,908,909 up to pymt #35, or 96% of \$5,183,107 paid. Bldg 100 currently under LDs. Bldg 300 total paid \$1,701,182 of \$4,451,889.36 or 38% completion. FEMA processed up to payment application #8 for \$467,911. Pending FEMA request for extension.
- Banner modernization module updates: Ellucian Ethos, Ellucian Analytics and mobile app, pending. Cloud, Degree Works, and Argos have been completed. Degree Works launched on 10/16. Argos report trainings ongoing. New mobile app currently in testing.
- Audit Services bid awarded to Deloitte. Budget loads for FY2020, were loaded as of 10/10/19.
- US Coast Guard scholarships FSM National Gov't., Pohnpei State Gov't., Yap State scholarships still open. John K. Lee Memorial scholarships(all majors) due 10/1/19, UPAG due 11/11/19, and Soroptimist scholarships out
- Audit, BO working on for FY19 closing. FY2021 budget due date to Business Office 11/15/19.

Current YTD Operating Income (loss) for FY20 as of 11/6/19 are as follows:

11/6/2019	FY20					
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	Total
Revenues						
Appropriations	\$ 1,381,879		\$ 16,288			\$ 1,398,167
Non-appropriated funds				\$ 36,566	\$ 157,648	\$ 194,214
Total Revenues	1,381,879	-	16,288	36,566	157,648	1,592,381
Expenditures						
Salaries - Full Time	392,071		1,740	43,940	12,118	449,869
Salaries - Part Time	-			111,133	-	111,133
Benefits	119,544		605	24,087	4,309	148,545
Travel				2,541	-	2,541
Contractual Services	415,422			385,076	6,345	806,843
Supplies and Materials	779			142	1,263	2,184
Equipment	-				-	-
Textbooks				801	-	801
Miscellaneous	-		-	4,202	6,825	11,027
Interest Expense				-		-
Power	(1,363)					(1,363)
Water/Sewer	157					157
Telephone	-					-
Capital Outlay				-		-
Transfer				(47,496)		(47,496)
Subtotal Expenditure	926,610	-	2,345	524,425	30,861	1,484,240
Encumbrances	503,868			97,208	45,465	646,541
Total Exp & Enc	1,430,478	-	2,345	621,633	76,325	2,130,781
Operating (loss)income	\$ (48,599)	\$ -	\$ 13,943	\$ (585,067)	\$ 81,323	\$ (538,399)

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

O C T O B E R 2 0 1 9

CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- 99.9% complete as of October 31, 2019.
- TRMA continues to research how to have units programmed to maximize their lifespan and capacity.

18. CANOPY – TO INSTALL BARREL VAULT CANOPY W/AN INTEGRATED PV GRID-TIED ELECTRICAL SYSTEM CONNECTING BUILDINGS 3000 TO 5000

GCC FB-18-016 FOR \$296,000.00 | 240 DAYS [MARCH 1, 2019 – OCTOBER 26, 2019]

CO#1: FOR THE SEAMLESS CONNECTION, ADDITIONAL GROIN & TIME EXTENSION | \$17,200 | DECEMBER 5, 2019

CO#2: TIME EXTENSION FOR PROCESSING OF BUILDING PERMIT | FEBRUARY 2, 2020

- 65.24% complete as of October 2019.
- DPW inspected and concrete pouring was accomplished on 10/26/19 (phase I).
- For safety, anti-skid paint was applied to temporary walkways surrounding the project site.

CIP 20

20.01 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

The approved SOW, for the replacement of 2, 2.5, 3, 4, 5, 15 and 20 ton AC units, was delivered to MM for processing. MM confirmed the following dates: 11/6/19- issuance of a bid ad; 11/13 (10A)-pre-bid and site visit; and 11/27/19 (10A)-bid opening.

OTHER:

BLDG. 100:

AWARDED TO PROPACIFIC BUILDERS AUGUST 13, 2016

- 6 of the 66 items (9% outstanding) identified on the punch-list are outstanding as of October 2019. Pending items, which PPBC affirmed to complete by 10/31/19, include (1) the full operation of the water pump ATS system, (2) Pacific Solar's connection of the reverse feed breaker to the PV panel and (3) the installation of the solar water heater, extinguisher cabinets, seismic gap covers, and exit signs (directional arrows).
- GCC notified PPBC (10/15/19) to complete the Architect's Observation Report by October 18, 2019, otherwise, "GCC is left with no choice but to call on the Performance Bond (Westchester Fire Insurance Company) due to breach of contract (1.16-Default)".
- LEED Commissioning activities will continue on 11/13/19 due to the commissioner's planned leave.
- Liquidated Damage, computed as of 10/16/19, is \$80,888.31.
- Other unresolved items include (1) the installation of HDPE (high density) water tanks and accordion typhoon shutters around curved exterior glass doors/walls, (2) replacement of a damaged hose bib, (3) removal of water puddle inside fire pump house, (4) transfer of keys and training on the programmable (VCE Pacific) keys, and (5) submission of Close Out requirements (training, as build, warranty documents, etc.).

BLDG. 300:

AWARDED TO J&B MODERN TECH

- 44.15% complete as of October 2019 (16.0% plus 28.15% materials)



P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

O C T O B E R 2 0 1 9

BLDG. 300:

AWARDED TO J&B MODERN TECH

- GCC received (10/18/19) and processed AIA #8 for \$59,846.67.
- Change Order #3 was further discussed; J&B again reminded to inform vendors that windows and door were no longer needed.

FORENSIC/DNA BUILDING:

AWARDED TO BME & SONS

- 2.32% complete as of October 2019.
- Hoarding walls and a container were placed around the perimeter of the project site.
- BME & Sons continues to seek assistance because of the lengthy building permit process related to (1) addressing GEPA's recommendation on the proposed E&SC (Erosion and Sediment Control) plan and (2) addressing Guam Historic Resources Division's requirement regarding historic properties.

WELLNESS CENTER:

- TRMA was requested to provide certified A&E plans and the SOW to develop a plan to test and determine whether there are historic artifacts at the project site.

BUILDING B RENOVATION:

- A meeting is scheduled for November 7, 2019 (3:30P @ PCR).

SUSTAINABILITY:

- Through Executive Order 2019-12, the Guam Aquaculture Task Force was created to "become a center for aquaculture in the region". GCC's Sustainability Project Coordinator is an active member of the Education Committee.
- Working with AIER to ensure ISMP goals/objectives are tracked in Nuventive Improve.
- GESI placed equipment to audit energy level at buildings 1000 and 5000; results from the datalogger readers phase is 80% complete. Buildings 2000 and C were identified for the audit as well; datalogger readers will begin to be installed.
- LEED buildings were showcased during the OnAir Event.



P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

O C T O B E R 2 0 1 9

Proposed CIP FY2020 Projects

1. Replacement of air conditioning units on priority list
2. Replacement of canopy between buildings C and D
3. Repair of 400 water tank
4. Repair of 500's external fire sprinkler riser
5. Replacement of 900's awning
6. Refurbish 900 and 500's roll up doors
7. Repair sections of café's roof
8. Installation of line conditioner and surge protectors at buildings D, 2000, 5000, and 6000



GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee

Agenda

Thursday, 10/03/19 @ 9:00a.m.
Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres II	Faculty	carl.torresii@guamcc.edu	
Dr. Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

Mission Statement:

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

3) Approval of Prior Minutes:

4) Old Business:

- a. Financial Report
- b. Facilities Report
- c. Opportunities to increase revenues

5) New Business:

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Thursday, 10/03/19 @ 9:00am
Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 9:05 a.m.

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	✓
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	absent
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	✓
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	absent
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	✓
Virginia Tudela	Administrator	virginia.tudela@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve minutes of September 05, 2019 made by JP. Roberto, seconded by T. Mafnas. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – C. Santos reported the following: (See attachment)

1. FY19 – to date, GCC has received 86% of total appropriations, last receipt was 09/23/2019 for \$879,891. Based on current appropriations tracking we will have a balance of \$764,887 or 4% as of 09/30/2019.
2. FY2020 Budget Legislature Budget Bill 186-35, proposed budget is for \$19,845,753 vs. budget request \$19,285,975, which is an increase of \$559,778 or 3%. First Gen Trust fund was not requested in our FY2020 budget request.
3. President issued 09/23/2019 memo regarding reinstatement of employee increments on PPE 10/26/2019, effective 10/01/2019. Although it stated that increments will be effective 10/01/2019 it will take the Business Office some time to prepare all the personnel actions and key into the computer. October 26, 2019 pay period ending is the most reasonable time to distribute increments. Retroactive pay will be from October 01, 2019 through October 26, 2019 (Friday, November 01, 2019). JP Roberto expressed his appreciation to the Legislature and GCC Budget Team for insuring that the issue regarding employee increments has been resolved. Other FY2020 budget restrictions include government travel restrictions and wireless communication.
4. GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of permitting for the project. Credit collection services bids under evaluation. Phone services and copier services will be put out to bid this fall. Building 100 total paid to ProPacific is \$4,908,909 up to payment #35, or 96% of \$5,183,107 paid. Building 300 total paid \$1,641,335 of \$4,451,889.36 of 37% completion. FEMA processing payment application #6 & #7 for \$463,190. Pending FEMA request for extension.

5. Banner modernization module updates: users working with Ellucian on new modules/project Ellucian Ethos, Ellucian Analytics and mobile app. Cloud, Degree Works, and Argos have been completed. Training and marketing of Degree Works are in process, with launch date to faculty on 10/14/2019 and students on 10/15/2019-10/16/2019. Argos reporting writing trainings ongoing. New mobile app currently in testing. GCC is having problems with the Apple Store, recognizing GCC as an education institution to allow us to register as a developer because GCC wants its own app.
6. Audit Services bid finalized, GCC accepted bid pricing. Budget loads for FY2020, should be loaded no later than 10/10/2019.
7. US Coast Guard scholarships FSM National Government, Pohnpei State Government, Yap State scholarships still open John K. Lee Memorial scholarships (all majors) due 10/01/2019, Association of Governmental Accountants scholarship due 09/30/2019.
8. Reporting – gearing up for year-end closing and 2021 budget training and due dates.
9. Aetna Insurance – Open enrollment is until Saturday, October 12, 2019. Presentation was held on Tuesday, October 01, 2019.
10. College Assembly – Monday, October 14, 2019.
- b. Facilities Report – D. Perez reported the following: (See attachment)
 1. Newly hired Building Maintenance Superintendent, Insencio San Agustin, nicknamed, Shine.
 2. Building 2000 – floors have not been waxed. D. Perez and C. Santos will look into FY2020 Budget allotment.
 3. C. Torres II mentioned that the Science department have been looking for alternatives for the Forensic Building gate opening. Students need to access the limestone forest behind the building.
 4. Building 2000 – concern brought to JP Roberto regarding floors on 1st floor have not been stripped and waxed in a while. Can the cleaners provide these service or is it part of the contract agreement? D. Perez responded, as a cost cutting measures it was not part of the contract. JP Roberto asked, is there hope for future services to be provided? C. Santos stated, we will look into it for the next contract signing.
 5. Parking Space – F. Tupaz asked, is there a plan for re-stripping GCC’s parking lot areas? D. Perez responded, yes, it is part of the CIP 2020.
- c. Opportunities to increase revenues – C. Santos requested for C. Torres II to schedule a meeting with students.
 1. Public Health – interested with the idea. They will hold a staff meeting in November 2019 to discuss options.
 2. ESL Immersion Program – Dr. V. Tudela mentioned there are many challenges, such as faculty recruitment. E. Ji has been working with UOG’s ESL program to identify pass graduates to see if we can hire them. The next scheduled ESL program is in January through February. V. Tudela announced that if you know of anyone who is certificate to teach ESL send them to GCC Human Resources Office to apply.

5) New Business:

- a. Fall Festival – Thursday, October 03, 2019. Student Center Courtyard from 4:00pm to 8:00pm.
- b. Students Need To Lead Conference – Friday, October 18, 2019.
- c. Dengue Prevention Presentation – Wednesday, October 09, 2019 at 6:00pm in MPA.
- d. Students in need of assistance. Identify your students who are in need of some assistance, however, please be tactful. F. Tupaz mentioned that students in his classroom are need of daycare services after hours. V. Tudela will request for a listing of daycares who provide evening child care services (hourly rates) from Marsha Postrozny (Education Department Chair).
- e. Port A Mocha – C. Santos requested for students to provide feedback regarding service and food. Students reported their experience of moldy food.

6) Open Discussion:

None

7) Next Meeting –

11/07/2019 @ 9:00am

8) Adjournment: @ 10:06 a.m. Motion was made by C. Torres II, seconded by F. Tupaz. Motion passed.

RPF
FINANCIAL STATUS UPDATE
October 3, 2019

- FY19 - Below information is based on PL 34-116 and BBMR memo 9/5/18. To date GCC has received 86% of total appropriations, last receipt was 9/23/19 for \$879,891. Based on current appropriations tracking we will have a balance of \$764,887 or 4% as of 9/30/19

FY 2019	10/1/2019						
Appropriations	FY19 Appr.	BBMR Reserve	Adj Appr	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,149,870	2,093,991	14,055,879	16,149,870	15,665,374	97%	97%
LPN / VocGuidance	763,207	98,893	664,314	763,207	740,311	97%	97%
MDF	948,888	0	948,888	948,888	785,936	83%	83%
GF - Apprenticeship	186,918	24,236	162,682	186,918	181,310	97%	97%
TAF	24,154	0	24,154	24,154	24,154	100%	100%
Capital Projects	200,400	0	200,400	200,400	172,534	86%	86%
First Gen Trust Fund	200,000	0	200,000	200,000	138,931	69%	69%
Totals	18,473,437	2,217,120	16,256,317	18,473,437	17,708,550	96%	96%

- FY2020 Budget Legislature Budget Bill 186-35 passed, proposed budget is for \$19,845,753 vs. budget request \$19,285,975, which is increase \$559,778 increase or 3%. First Gen Trust fund was not requested in our FY20 budget request. See below:

Appropriations	Budget Request	FY20 Appr.	Difference	% Change
General Fund	17,145,226	17,135,109	(10,117)	-0.06%
LPN / VocGuidance	657,131	765,540	108,409	14.16%
MDF	1,204,696	1,325,100	120,404	9.09%
GF - Apprenticeship	0	195,450	195,450	100.00%
TAF	0	24,154	24,154	100.00%
Capital Projects	278,922	200,400	(78,522)	-39.18%
First Gen Trust Fund	0	200,000	200,000	100.00%
Totals	19,285,975	19,845,753	559,778	2.90%

- President issued 9/23/19 memo regarding reinstatement of employee increments on PPE 10/26/19, effective 10/1/19. Other FY2020 budget restrictions include government travel restrictions and wireless communication.
- GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of permitting for the project. Credit collection services bids under evaluation. Phone services and copier services will be put out to bid this fall. Bldg 100 total paid to Propacific is \$4,908,909 up to pymt #35, or 96% of \$5,183,107 paid. Bldg 300 total paid \$1,641,335 of \$4,451,889.36 or 37% completion. FEMA processing payment application #6 & #7 for \$463,190. Pending FEMA request for extension.
- Banner modernization module updates: users working with Ellucian on new modules/project Ellucian Ethos, Ellucian Analytics and mobile app. Cloud, Degree Works, and Argos have been completed. Training and Marketing of Degree Works are in process, with launch date to faculty on 10/14 and students on 10/15-10/16. Argos reporting writing trainings ongoing. New mobile app currently in testing.
- Audit Services bid finalized, GCC accepted bid pricing. Budget loads for FY2020, should be loaded no later than 10/10/19.

- US Coast Guard scholarships FSM National Gov't., Pohnpei State Gov't., Yap State scholarships still open. John K. Lee Memorial scholarships(all majors) due 10/1/19, Association of Governmental Accountants scholarship due 9/30/19.
- Reporting – gearing up for year-end closing and 2021 budget training and due dates.

Current YTD Operating Income (loss) for FY19 as of 9/30/19 are as follows:

9/30/2019	FY20					
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	Total
Revenues						
Appropriations	\$16,429,838	\$785,936	\$181,310			\$ 17,397,084
Non-appropriated funds				\$8,263,154	\$2,700,257	\$ 10,963,411
Total Revenues	16,429,838	785,936	181,310	8,263,154	2,700,257	28,360,495
Expenditures						
Salaries - Full Time	9,719,036		48,140	974,415	283,835	11,025,426
Salaries - Part Time	-			1,044,894	127,772	1,172,666
Benefits	3,212,763		17,551	424,729	107,963	3,763,005
Travel				64,316	31,491	95,807
Contractual Services	963,493	5,015		1,175,371	464,130	2,608,010
Supplies and Materials	20,804	1,233		202,036	127,361	351,433
Equipment	9,464	4,166		93,016	94,407	201,053
Textbooks				532,768	-	532,768
Miscellaneous	380,311	374,843	(757)	85,628	855,998	1,696,022
Interest Expense				92,015		92,015
Power	927,601					927,601
Water/Sewer	75,366					75,366
Telephone	74,006				5,985	79,992
Capital Outlay				109,025	109,650	218,675
Transfer				(50,224)	(650,000)	(700,224)
Subtotal Expenditure	15,382,843	385,257	64,934	4,747,987	1,558,593	22,139,615
Encumbrances	481,141	27,434		294,035	129,212	931,822
Total Exp & Enc	15,863,984	412,691	64,934	5,042,022	1,687,805	23,071,436
Operating (loss)income	\$ 565,854	\$ 373,245	\$116,376	\$3,221,132	\$1,012,452	\$ 5,289,059

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T U P D A T E

S E P T E M B E R 2 0 1 9

CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- | | |
|----------|---|
| 09/30/19 | <ul style="list-style-type: none">▪ 99.9% complete as of September 2019.▪ P&D received Close-out binders (warranty, as built, and manuals) (9/20/19).▪ Carrier provided an orientation training on the two new units to F&M staff and Sustainability Project Coordinator (September 20, 2019).▪ A meeting (10/2/19) with TRMA, GCC, Carrier, Clayarch and EMC2 will clarify programming units to maximize their lifespan and capacity. |
|----------|---|

18. CANOPY – TO INSTALL BARREL VAULT CANOPY W/AN INTEGRATED PV GRID-TIED ELECTRICAL SYSTEM CONNECTING BUILDINGS 3000 TO 5000

- | | |
|--|--|
| | <ul style="list-style-type: none">▪ 55.41% complete as of September 2019.▪ Progressing. Completed concrete pouring for columns (phase I) and will begin to install forms and beams. |
|--|--|

19.02 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

- | | |
|--|--|
| | <ul style="list-style-type: none">▪ A list of AC units to replace is under review. |
|--|--|

BLDG. 100:

- | | |
|--|--|
| | <ul style="list-style-type: none">▪ 10 of the 66 items (15% outstanding) identified on the punch-list established July 31, 2019 (as amended) remain as of August 2019. PPBC installed hand and guardrails, removed a backhoe and other equipment, painted plywood (communication room) and installed interior signs and window blinds. Pending items include the water pump ATS, installation of reverse feed breaker for the PV panel, solar water heater, roof drain covers/caps, extinguisher cabinets, seismic gap covers, and exit signs (directional arrows)▪ The successful ribbon-cutting event (9/6/19) was attended by over 100 individuals including the Honorable Governor and Lt. Governor of Guam.▪ Discussions between TRMA, PPBC, Raymond Cheng, P.E., Mechanical Engineer, Fire Protection (InSynergy Engineering, Inc.) and Steven Kim (FPE, PE, LEED AP, KMFNE LLC) over the water pump continue.▪ PPBC was reminded to resolve the HTP (heat transfer product) water tank, keys including training on the programmable (VCE Pacific) keys, and the accordion typhoon shutters around curved exterior walls (panels will not be accepted). |
|--|--|

BLDG. 300:

- | | |
|--|---|
| | <ul style="list-style-type: none">▪ 42.46% complete as of September 2019 (14.46% plus 28% materials).▪ Change Order #2 was approved for time extension (392 - 120-days (building permit) and 250-days (lead abatement)), \$22,500 (lead abatement work) and \$5,777.71 (deductive-fire sprinkler). The revised completion date is June 30, 2020. |
|--|---|

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T U P D A T E

S E P T E M B E R 2 0 1 9

BLDG. 300:

- GCC representatives met with FEMA to discuss project's deadline (December 21, 2019) and potentially extending it to reflect the actual number of days to obtain a building permit and lead abatement.
-

FORENSIC/DNA BUILDING:

- 2.17% complete as of September 2019.
 - TRMA and BME & Sons are addressing Guam Environmental Protection Agency's recommendation to include the sediment basin or sediment trap details and storm water runoff in the proposed E&SC (Erosion and Sediment Control) plan.
 - International Archaeological was selected to perform Guam Historic Resources Division's requirement to test the project site and determine whether the project will adversely affect historic properties.
 - Ground breaking is slated for 10:00 a.m., October 4, 2019.
-

WELLNESS CENTER:

- USDA's pre-application documents are under review.
 - TRMA was requested to provide certified A&E plans.
-

BUILDING B RENOVATION:

- A meeting with stakeholders is scheduled to discuss the building's design.
-



GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda
 Thursday, 09/05/19 @ 9:00a.m.
 Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres II	Faculty	carl.torresii@guamcc.edu	
Dr. Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

Mission Statement:

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

3) Approval of Prior Minutes:

4) Old Business:

- a. Financial Report
- b. Facilities Report
- c. Opportunities to increase revenues

5) New Business:

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Thursday, 09/05/19 @ 9:00am
Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 9:08 a.m.

2) Attendance:

Name:	Position:	Email:	Present:
Andrew Dela Rosa	Student	andrewalexander.delarosa@guamcc.edu	✓
Angelysa Ulloa	Student	angelysa.ulloa@guamcc.edu	absent
Jhem Ann Lagman	Student	jhemann.lagman@guamcc.edu	✓
Joanne Blas	Staff	joanne.blasl@guamcc.edu	absent
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	✓
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	✓
Mike Chan	Administrator	michael.chan@guamcc.edu	absent
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve minutes of May 02, 2019 made by T. Mafnas, seconded by J. Lagman. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – C. Santos reported the following: (See attachment)

1. FY19 – to date, GCC has received 82% of total appropriations, last receipt was 08/26/2019 for \$339,097. Based on current appropriations tracking we will have a balance of \$363,279 or 2.28% as of 09/30/2019, and, and \$1.1M shortfall on expenditures. Pending DOA reclassification of \$61,069 First Gen Trust Fund to CIP or GF, due to budget cuts. Also, DOA has agreed to release some of our reserves, however, no funds have been received to date from the reserves.
2. FY2020 Budget Legislature Budget Bill 186-35, proposed budget is for \$19,095,738 vs. budget request \$19,285,975, which is increase \$359,778 increase of 2%.
3. GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of permitting for the project. Credit collection services bids under evaluation. Phone services and copier services will be put out to bid this fall. Building 100 total paid to ProPacific is \$4,955,434 up to payment #33, or 96% of \$5,183,107 paid. Building 300 total paid \$1,641,335 of \$4,451,889.36 of 37% completion.
4. Banner modernization module updates: users working with Ellucian on new modules/project Ellucian Ethos, Ellucian Analytics and mobile app. Cloud, Degree Works, and Argos have been completed. Training and marketing of Degree Works are in process. This new implementation is estimated to be completed by Fall 2019 and NLT September 30, 2019. Argos report writing trainings have been ongoing for last couple weeks. Additionally, there will be a new mobile app.
5. QPT3 familia scholarships for \$250 due September 05, 2019; John K. Lee Memorial scholarships due October 01, 2019, Friends of the Crime lab Scholarships were due August 30, 2019; US Coast Guard scholarships still Yap State scholarships still open.

6. JP. Roberto asked, since the budget bill was approved, “What was the Senator’s position concerning the faculty increments? Was it approved, incorporated as part of the budget? C. Santos will review all the legislative hearings and get back to RPF committee for October 03, 2019 meeting.
7. Budget process for FY2021 upcoming
- b. Facilities Report – D. Perez reported the following: (See attachment)
 1. Several ac units in need of repairs: purchase orders have been prepared and a couple of ac unit repairs have begun. D7, D9, Building 3000 (3213-3218 & 3223), C26, and 2 units in A30.
 2. Ribbon cutting for Building 100 scheduled for Friday, September 06, 2019. Faculty and Staff are scheduled to move in on Monday, September 09, 2019.
 3. Sustainability – Special thanks to Ron Santos for his Boot Camp students who painted the bus station on Corten Torres Street (GCC adopted).
 4. Coastal Clean Up – Saturday, September 21, 2019. Two locations: Turtle Cove and Pago Bay.
 5. GCC is working with Green Energy Solution Inc. They will be conducting an energy audit on Buildings 1000 and 5000. This will assess GCC’s effective use or the underperformance of using the air conditioning units or days the classes are used to maximize temperatures.
 6. Building 3000 walkway – plywood is warped and walkway need to make it a safer walkway.
 7. Parking Lot Lighting – JP. Roberto gave thanks to the brightness of the parking lot.
 8. Submit all call outs for proposed CIP 2020 in January 2020.
 9. JP. Roberto requested for grants to safeguard the jet skis and boat.
 10. C. Torres II, mentioned that D6 has many computers. However, due to D1 air conditioning completely down, the room is being used as an office for MIS. The purpose is not to move MIS back into D1 because of all the necessary equipment they need. MIS needs to troubleshoot a situation. Also the phone systems are doctored into D6. He requested for other rooms to be identified because computers are needed for some classes. D. Perez will work with Student Support to identify other computer rooms. C. Santos will verify with MIS if the computer in D6 are able to be moved into another classroom.
 11. JP. Roberto requested for Building E Student Lounge to be used as the new faculty senate lounge. Faculty members need a room for more interaction and collaboration. C. Torres II mentioned that building B renovation includes an office for Faculty Senate Office and lounge.
- c. Opportunities to increase revenues – tabled. F. Tupaz recommended to have a planning session that would include the students. C. Santos and C. Torres II will attend the next COPSA meeting on Friday, September 13, 2019 to accept feedback from the students.

5) New Business:

- a. C. Torres II requested for RPF Committee Constitution and By-Laws to be reviewed and discussed.

6) Open Discussion:

- a. COPSA Fall 2019 Student Activities – reported by A. Dela Rosa (See Attachment)

7) Next Meeting –

- a. 10/03/2019 @ 9:00am
- b. 11/07/2019 @ 9:00am
- c. 12/05/2019 @ 9:00am

8) Adjournment: @ 9:57 a.m. Motion was made by JP. Roberto, seconded by A. Dela Rosa. Motion passed.

RPF
FINANCIAL STATUS UPDATE
September 5, 2019

- FY19 - Below information is based on PL 34-116 and BBMR memo 9/5/18. To date GCC has received 82% of total appropriations, last receipt was 8/26/19 for \$339,097. Based on current appropriations tracking we will have a balance of \$363,279 or 2.28% as of 9/30/19, and \$1.1M shortfall on expenditures. Pending DOA reclassification of \$61,069 First Gen Trust Fund to CIP or GF, due to budget cuts. Also, DOA has agreed to release some of our reserves, however, no funds have been received to date from the reserves.

FY 2019		9/3/2019					
Appropriations	FY19 Appr.	BBMR Reserve	Adj Appr	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,149,870	2,422,481	13,727,389	16,149,870	12,446,383	77%	91%
LPN / VocGuidance	763,207	114,481	648,726	763,207	588,245	77%	91%
MDF	948,888	0	948,888	948,888	785,936	83%	83%
GF - Apprenticeship	186,918	28,038	158,880	186,918	144,054	77%	91%
TAF	24,154	0	24,154	24,154	24,154	100%	100%
Capital Projects	200,400	0	200,400	200,400	61,069	30%	30%
First Gen Trust Fund	200,000	0	200,000	200,000	138,931	69%	69%
Totals	18,473,437	2,565,000	15,908,437	18,473,437	14,188,772	77%	89%

- FY2020 Budget Legislature Budget Bill 186-35, proposed budget is for \$19,095,738 vs. budget request \$19,285,975, which is increase \$359,778 increase or 2%. See below:

Appropriations	Budget Request	FY20 Appr.	Difference	% Change
General Fund	17,145,226	17,135,109	(10,117)	-0.06%
LPN / VocGuidance	657,131	765,540	108,409	14.16%
MDF	1,204,696	1,325,100	120,404	9.09%
GF - Apprenticeship	0	195,450	195,450	100.00%
TAF	0	24,154	24,154	100.00%
Capital Projects	278,922	200,400	(78,522)	-39.18%
First Gen Trust Fund	0	0	-	#DIV/0!
Totals	19,285,975	19,645,753	359,778	1.83%

- GCC has awarded the Forensic DNA Lab bid to BME and Sons, they are currently in the process of permitting for the project. Credit collection services bids under evaluation. Phone services and copier services will be put out to bid this fall. Bldg 100 total paid to Propacific is \$4,955,434 up to pymt #33, or 96% of \$5,183,107 paid. Bldg 300 total paid \$1,641,335 of \$4,451,889.36 or 37% completion.
- Banner modernization module updates: users working with Ellucian on new modules/project Ellucian Ethos, Ellucian Analytics and mobile app. Cloud, Degree Works, and Argos have been completed. Training and Marketing of Degree Works are in process This new implementation is estimated to be completed by Fall 2019 and NLT 9/30/19. Argos reporting writing trainings have been ongoing for last couple weeks. Additionally, there will be a new mobile app.
- QPT3 familia scholarships for \$250 due 9/5/19; John K Lee Memorial scholarships due 10/1/19, Friends of the Crime lab scholarships were due 8/30/19; US Coast Guard scholarships still Yap State scholarships still open.

Current YTD Operating Income (loss) for FY19 as of 9/5/19 are as follows:

9/5/2019	FY19					Total
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	
Revenues						
Appropriations	\$13,258,782	\$785,936	\$144,054			\$ 14,188,772
Non-appropriated funds				\$8,229,648	\$2,279,051	\$ 10,508,699
Total Revenues	13,258,782	785,936	144,054	8,229,648	2,279,051	24,697,471
Expenditures						
Salaries - Full Time	8,744,278		44,274	870,459	256,337	9,915,348
Salaries - Part Time	-			913,066	115,137	1,028,203
Benefits	2,954,368		16,147	389,612	98,064	3,458,190
Travel				61,481	29,259	90,740
Contractual Services	864,933	5,015		963,476	436,980	2,270,403
Supplies and Materials		1,233		162,918	113,865	278,016
Equipment	-	3,894		55,694	67,580	127,167
Textbooks				528,302	-	528,302
Miscellaneous	363,706	121,965	(757)	70,162	390,114	945,190
Interest Expense				75,389		75,389
Power	837,759					837,759
Water/Sewer	62,448					62,448
Telephone	67,663				5,985	73,648
Capital Outlay				95,740	103,225	198,965
Transfer				(50,224)		(50,224)
Subtotal Expenditure	13,895,155	132,107	59,664	4,136,075	1,616,545	19,839,546
Encumbrances	481,941	47,961		395,754	139,911	1,065,566
Total Exp & Enc	14,377,096	180,068	59,664	4,531,829	1,756,456	20,905,112
Operating (loss)income	\$(1,118,314)	\$605,868	\$ 84,390	\$3,697,819	\$ 522,595	\$ 3,792,359

P&D'S FACILITY & CIP UPDATE
R P F R E P O R T U P D A T E
 J U L Y 2 0 1 9

CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- | | |
|----------|---|
| 07/31/19 | <ul style="list-style-type: none"> ▪ Project is approximately 99.9% complete as of July 2019. ▪ The Building Permit Certificate of Occupancy was issued to GCC on July 16, 2019. ▪ Training for F&M staff and Sustainability Project Coordinator on the use of the units is scheduled for August 2019. ▪ TRMA is reviewing a Change Order for \$3,865.00 to assess, repair and upgrade the units' DDC software. |
|----------|---|

18. CANOPY – TO INSTALL BARREL VAULT CANOPY SYSTEM CONNECTING BUILDINGS 3000, 4000, 5000 AND 6000 DESIGN-BUILD BARREL VAULT CANOPY WITH AN INTEGRATED PV GRID-TIED ELECTRICAL SYSTEM FOR BUILDING 3000 TO 4000. GCC FB-18-016 FOR \$296,000.00

- | | |
|----------|--|
| 07/31/19 | <ul style="list-style-type: none"> ▪ 43.62% completed as of July 2019. ▪ DPW issued the Building Permit. ▪ The project will begin at building 5000. A barricade and a walkway was put in place. ▪ Components of the canopy continue to be assembled off-campus pending GPA and GTA's excavation clearance. ▪ The Guam State Historic Preservation Office concurred that there is "no historic properties affected" and therefore "not eligible to be nominated on the National Register of Historic Places" (Section 106 Review). |
|----------|--|

CIP 19

19.02 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

- | | |
|----------|---|
| 07/31/19 | <ul style="list-style-type: none"> ▪ Four of the five units have been installed on campus. J&B was reminded that the last installation cannot take place until GCC is assured of its safe and proper installation at MPA. ▪ Inspection, verification, and acceptance of the four newly installed ACs (serial number, etc.) was completed. |
|----------|---|

19.03 PAINTING – CAMPUS PHASE IV – BUILDING 400, A, AND C

- | | |
|----------|---|
| 07/31/19 | <ul style="list-style-type: none"> ▪ Painting at building A was inspected and accepted by GCC's Maintenance Supervisor. ▪ Pending receipt of warranty. ▪ JJ Global resolved the faded paint previously brought to their attention. |
|----------|---|

OTHER:

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16. AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017

- | | |
|----------|---|
| 07/31/19 | <ul style="list-style-type: none"> ▪ 99.716 % completed as of July 2019. ▪ GCC approved Change Order #4 (\$33,933.37), 4.1 (\$126,374.72) and 5 (\$51,965.82). Documents (CO#4.1 and #5) will be forwarded to PPBC and then to USDA for concurrence. ▪ 47 of the 66 items (69.1%) identified on the punch-list established July 31, 2019 (as amended) have been completed as of July 2019. Pending items include (receipt of) guardrails, exterior building signage, blinds, seismic gap covers, fire retardant paint (communication room), double face exit signs, Arc Flash label, and the solar hot water |
|----------|---|



P&D'S FACILITY & CIP UPDATE

R P F R E P O R T U P D A T E

J U L Y 2 0 1 9

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017

heater.

- Deficiencies were identified during GFD's July 31, 2019 inspection. Deficiencies include absence of signage (e.g. "NO PARKING" on the fire lane), height of pull stations and strobe lights; absence of a duct detector shut off switch, and commissioning of the fire pump. The building will be inspected again on August 12, 2019.
- TRMA will provide a recommendation on Change Order #6 by August 9, 2019. PPBC's total request is \$272,516.91 (storm drain pipe-\$4,044.81+new work for water tank foundation-\$47,353.17+replacement of handrail to guardrail-\$6,923.72+workers' salary-\$89,398.05+overhead-\$101,323.75+price escalation-\$30,397.13) plus a 35-calendar day time extension.
- The installation of furniture and equipment (projectors and telephones) will begin the week of August 19, 2019.
- The ribbon-cutting ceremony is scheduled for August 30, 2019 (10A).
- A representative from USDA, TRMA, GCC and PPBC conducted a walk-thru August 2, 2019.

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

07/31/19

- 12.96% completed as of July 2019.
- At the last Construction Coordination Meeting, GCC reminded all of the impending FEMA deadline to expend funds by December 2019.
- No concerns were raised during FEMA's July 10, 2019 site inspection. Those present at the site inspection included representatives from GCC, TRMA, and J&B.
- The Quarterly Financial Status and Performance Report ending June 2019 was submitted; the total year to date expenditures is \$434,239.94.
- Change Order #2 is under review. This Change Order is primarily for time extension related to the issuance of the Building Permit and lead abatement work.

FORENSIC/DNA BUILDING: GCC-FB-17-002

07/31/19

- 5.56% completed as of July 2019.
- At the last Construction Coordination Meeting, BME & Sons explained that DPW, as part of the Building Permit process, requires design calculations to be submitted as well. TRMA will provide civil (8/2/19) and structural (8/9/19).
- A temporary Contractor's License was issued to BME & Sons.
- GCC provided BME & Sons with an authorization letter to obtain power, water, and other miscellaneous items as needed
- TRMA is researching Section 106 (The Guam State Historic Preservation Office) with regards to requirements under the National Register of Historic Places.

WELLNESS CENTER: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,993. TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

07/31/19

- Ongoing

BUILDING B RENOVATION:

07/31/19

- TMRA submitted updated drawings for GCC to review (July 9, 2019).



P&D'S FACILITY & CIP UPDATE
R P F R E P O R T U P D A T E
 J U L Y 2 0 1 9

CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT	
07/31/19	<ul style="list-style-type: none"> ▪ Project is approximately 99.9% complete as of July 2019. ▪ The Building Permit Certificate of Occupancy was issued to GCC on July 16, 2019. ▪ Training for F&M staff and Sustainability Project Coordinator on the use of the units is scheduled for August 2019. ▪ TRMA is reviewing a Change Order for \$3,865.00 to assess, repair and upgrade the units' DDC software.
18. CANOPY – TO INSTALL BARREL VAULT CANOPY SYSTEM CONNECTING BUILDINGS 3000, 4000, 5000 AND 6000	
DESIGN-BUILD BARREL VAULT CANOPY WITH AN INTEGRATED PV GRID-TIED ELECTRICAL SYSTEM FOR BUILDING 3000 TO 4000. GCC FB-18-016 FOR \$296,000.00	
07/31/19	<ul style="list-style-type: none"> ▪ 43.62% completed as of July 2019. ▪ DPW issued the Building Permit. ▪ The project will begin at building 5000. A barricade and a walkway was put in place. ▪ Components of the canopy continue to be assembled off-campus pending GPA and GTA's excavation clearance. ▪ The Guam State Historic Preservation Office concurred that there is "no historic properties affected" and therefore "not eligible to be nominated on the National Register of Historic Places" (Section 106 Review).

CIP 19

19.02 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED	
07/31/19	<ul style="list-style-type: none"> ▪ Four of the five units have been installed on campus. J&B was reminded that the last installation cannot take place until GCC is assured of its safe and proper installation at MPA. ▪ Inspection, verification, and acceptance of the four newly installed ACs (serial number, etc.) was completed.
19.03 PAINTING – CAMPUS PHASE IV – BUILDING 400, A, AND C	
07/31/19	<ul style="list-style-type: none"> ▪ Painting at building A was inspected and accepted by GCC's Maintenance Supervisor. ▪ Pending receipt of warranty. ▪ JJ Global resolved the faded paint previously brought to their attention.

OTHER:

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.	
AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017	
07/31/19	<ul style="list-style-type: none"> ▪ 99.716 % completed as of July 2019. ▪ GCC approved Change Order #4 (\$33,933.37), 4.1 (\$126,374.72) and 5 (\$51,965.82). Documents (CO#4.1 and #5) will be forwarded to PPBC and then to USDA for concurrence. ▪ 47 of the 66 items (69.1%) identified on the punch-list established July 31, 2019 (as amended) have been completed as of July 2019. Pending items include (receipt of) guardrails, exterior building signage, blinds, seismic gap covers, fire retardant paint (communication room), double face exit signs, Arc Flash label, and the solar hot water

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T U P D A T E

J U L Y 2 0 1 9

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017

heater.

- Deficiencies were identified during GFD's July 31, 2019 inspection. Deficiencies include absence of signage (e.g. "NO PARKING" on the fire lane), height of pull stations and strobe lights; absence of a duct detector shut off switch, and commissioning of the fire pump. The building will be inspected again on August 12, 2019.
- TRMA will provide a recommendation on Change Order #6 by August 9, 2019. PPBC's total request is \$272,516.91 (storm drain pipe-\$4,044.81+new work for water tank foundation-\$47,353.17+replacement of handrail to guardrail-\$6,923.72+workers' salary-\$89,398.05+overhead-\$101,323.75+price escalation-\$30,397.13) plus a 35-calendar day time extension.
- The installation of furniture and equipment (projectors and telephones) will begin the week of August 19, 2019.
- The ribbon-cutting ceremony is scheduled for August 30, 2019 (10A).
- A representative from USDA, TRMA, GCC and PPBC conducted a walk-thru August 2, 2019.

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

07/31/19

- 12.96% completed as of July 2019.
- At the last Construction Coordination Meeting, GCC reminded all of the impending FEMA deadline to expend funds by December 2019.
- No concerns were raised during FEMA's July 10, 2019 site inspection. Those present at the site inspection included representatives from GCC, TRMA, and J&B.
- The Quarterly Financial Status and Performance Report ending June 2019 was submitted; the total year to date expenditures is \$434,239.94.
- Change Order #2 is under review. This Change Order is primarily for time extension related to the issuance of the Building Permit and lead abatement work.

FORENSIC/DNA BUILDING: GCC-FB-17-002

07/31/19

- 5.56% completed as of July 2019.
- At the last Construction Coordination Meeting, BME & Sons explained that DPW, as part of the Building Permit process, requires design calculations to be submitted as well. TRMA will provide civil (8/2/19) and structural (8/9/19).
- A temporary Contractor's License was issued to BME & Sons.
- GCC provided BME & Sons with an authorization letter to obtain power, water, and other miscellaneous items as needed
- TRMA is researching Section 106 (The Guam State Historic Preservation Office) with regards to requirements under the National Register of Historic Places.

WELLNESS CENTER: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,993. TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

07/31/19

- Ongoing

BUILDING B RENOVATION:

07/31/19

- TMRA submitted updated drawings for GCC to review (July 9, 2019).





Council on Postsecondary
Student Affairs (COPSA)

FOLLOW COPSA



COPSA.GUAMCC

FALL 2019 STUDENT ACTIVITIES

IMPORTANT DATES & ACTIVITIES for STUDENTS

AUGUST	Time	Activity	Location
Tues., Aug. 13 th	9:00am (A-L) & 1:00pm (M-Z)	Student Orientation	MPA, Building 400
Wed., Aug. 14 th		First Day of Monday/Wednesday Classes	
Thur., Aug. 15 th		First Day of Tuesday/Thursday Classes	
Fri., Aug. 16 th		First Day of Friday Classes	
Sat., Aug. 17 th		First Day of Saturday Classes	
Fri., Aug. 30 th	9:00am – 12:00pm	Student Organization Officer & Advisor Induction Ceremony & Training	MPA, Building 400
Fri., Aug. 30 th	1:00pm	COPSA General Membership Meeting	MPA, Building 400

SEPTEMBER	Time	Activity	Location
Mon., Sept. 2 nd		HOLIDAY – Labor Day (Observed)	
Tues., Sept. 10 th	4:00pm	“Meet the President”	MPA, Building 400
Wed., Sept. 11 th	4:00pm	“Meet the President”	MPA, Building 400
Thur., Sept. 12 th	2:00pm – 5:00pm	Health Certificate Workshop	MPA, Building 400
Fri., Sept. 13 th	1:00pm	COPSA General Membership Meeting	Training Room 5108
Fri., Sept. 20 th	3:00pm	DEADLINE for Student Organizations to submit their 2019-2020 Plan of Action	Center for Student Involvement, Room 5101
Fri., Sept. 27 th	1:00pm	COPSA General Membership Meeting	Training Room 5108

OCTOBER	Time	Activity	Location
Thur., Oct. 3 rd	4:00pm – 8:00pm	Fall Festival & “Tour of the Pacific”	Student Center Courtyard
Fri., Oct. 11 th	1:00pm	COPSA General Membership Meeting	Training Room 5108
Mon., Oct. 14 th	8:00am – 4:00pm	NO CLASSES (8:00am-4:00pm) – College Assembly	
Fri., Oct. 18 th	8:30am – 3:00pm	“The NEED to LEAD” Conference	Dusit Thani Guam Resort
Fri., Oct. 25 th		Last Day to Withdraw from Classes	Admissions & Registration, Bldg. 2000, First Floor
Fri., Oct. 25 th	1:00pm	COPSA General Membership Meeting	Training Room 5108

NOVEMBER	Time	Activity	Location
Fri., Nov. 1 st / Sat., Nov. 2 nd		HOLIDAY – All Soul’s Day (Observed)	
Fri., Nov. 8 th	1:00pm	COPSA General Membership Meeting	Training Room 5108
Mon., Nov. 11 th		HOLIDAY – Veteran’s Day (Observed)	
Fri., Nov. 22 nd	1:00pm	COPSA General Membership Meeting	Training Room 5108
Tues., Nov. 26 th		Last Day of Tuesday/Thursday Classes	
Thur., Nov. 28 th – Sun., Dec. 1 st		Thanksgiving Break	

DECEMBER	Time	Activity	Location
Mon., Dec. 2 nd		Last Day of Monday/Wednesday Classes	
Fri., Dec. 6 th		Last Day of Friday Classes	
Sat., Dec. 7 th		Last Day of Saturday Classes	
Mon., Dec. 9 th		HOLIDAY – Our Lady of Camarin Day (Observed)	
Thur., Dec. 12 th		Grades Due	

As of July 15, 2019

Activities, dates, times, and locations are subject to change. Please watch for updates throughout the semester.

For more information, contact the Center for Student Involvement (CSI)

Location: Room 5101, Bldg. 5000, Student Center Tel: 735-5518/5519 Email: csi@guamcc.edu



6/14/19

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|------------|---|-------------|--|
| A | Classrooms, Criminal Justice Office | 500 | Automotive Classroom/Shop, Automotive Technology Office |
| B | Student Support Services, Student Success Lab | 600 | Construction Classroom/Workshop, Maintenance Dept. |
| C | Classrooms | 900 | Autobody/Welding Shop/Classrooms, Construction Trades Office |
| D | Classrooms, Computer Science Office, Management Information Systems (MIS) | 1000 | Technology Center: Classrooms, Study Hall, Mac Lab, Electronics Lab, Offices, VisCom Studio, Test Center |
| E | Classrooms, Study Hall, Workout Room, Education and English Offices, Autocad Labs, Mansana Center | 2000 | Student Services & Administration: Admissions & Registration, Financial Aid, Cashier, Counseling, Accommodative Services, Continuing Ed., Business Office, Administrative Offices |
| F | Foundation Building (6000) Classrooms, Bookstore, Café, Adult Ed. Office, Veterans Study Room | 3000 | Anthony A. Leon Guerrero Allied Health Center: Classrooms, Lecture Halls |
| 100 | UNDER RENOVATION | 4000 | Learning Resource Center (LRC) - Library: Computer Lab |
| 300 | CLOSED FOR RENOVATION | 5000 | Student Center: Student Lounge, Computer Lab, Training Room, Health Services Center, Center for Student Involvement, Reach for College, Project AIM/TRIO Program, Academic Advisement & Career Placement |
| 400 | Multipurpose Auditorium (MPA) Culinary Arts Kitchen & Office | | |