



Messages and Communications: Notice of Grant Application - Office of the Governor - Program Pivot (Reset) Grant

1 message

Agnes Rumbaoa <agnes@judiwonpat.com>
To: clerks@guamlegislature.org

Tue, Oct 1, 2013 at 2:06 PM

10/1/2013 10/1/2013

Guam State Clearing House

Federal Grant Application from the Office of the Governor, with designated SAI No. 32-13-828 20009131089Y

Office 32-13-828
Date: 10/1/13
Time: 2:06pm
Received by: [Signature]

----- Forwarded message -----

From: **Speaker Won Pat** <speaker@judiwonpat.com>
Date: Tue, Oct 1, 2013 at 12:48 PM
Subject: Fwd: Notice of Grant Application - Office of the Governor - Program Pivot (Reset) Grant
To: Agnes Rumbaoa <agnes@judiwonpat.com>, Ed Pocaigue <edpocaigue@judiwonpat.com>

messages and communications.
Therese

----- Forwarded message -----

From: **Austin Duenas** <austin.duenas@guam.gov>
Date: Tue, Oct 1, 2013 at 11:53 AM
Subject: Notice of Grant Application - Office of the Governor - Program Pivot (Reset) Grant
To: Judith Won Pat <speaker@judiwonpat.com>

2013 OCT -1 PM 2:11

Hafa Adai,

The Guam State Clearinghouse has received a federal grant application from the Office of the Governor, with designated SAI No. 20009131089Y. Attached is their application and notification letter.

Thank you

AUSTIN J. DUENAS
Grant Specialist · Guam State Clearinghouse
OFFICE OF THE LIEUTENANT GOVERNOR
P.O.Box 2950 *Hagåtña*, Guam 96932
[W] (671) 475-9384
[F] (671) 472-2007
austin.duenas@guam.gov

Ufisinan I Etmås Ge'helo'Gi Liheslaturan Guåhan
Office of Speaker Judith T. Won Pat Ed.D.
Kumiten Idukasion yan Laibirihan Publeko
Committee on Education and Public Libraries & Women's Affairs

155 Hesler Place, Suite 201, Hagatna, Guam 96910
Tel: (671) 472-3586 Fax: (671) 472-3589
www.guamlegislature.com / speaker@judiwonpat.com

—
Agnes B. Rumbaoa
Staff Assistant

Ufisinan I Etmàs Ge'helo'Gi Liheslaturan Guåhan **JUDITH T. WON PAT Ed.D.**
Mina'trentai dos na Liheslaturan Guåhan

155 Hesler Place, Suite 201
Hagatna, Guam 96910
Tel: (671) 472-3586
Fax: (671) 472-3589
www.guamlegislature.com

2 attachments

 **20009131089Y Notice Speaker.pdf**
261K

 **20009131089Y Office of the Governor - Community Economic Adjustment Assistance Grant Application.pdf**
1992K



GUAM STATE CLEARINGHOUSE

P.O. Box 2950 Hagåtña, Guam 96932

Tel: (671) 475-9380

Website: www.gsc.guam.gov

Email: clearinghouse@guam.gov

EDDIE BAZA CALVO

I Maga'låhen Guahan

RAYMOND S. TENORIO

I Segundu Na Maga'låhen Guahan

Kate G. Baltazar

Administrator

October 1, 2013

Honorable Judith T. Won Pat, Ed.D.

Speaker

I Mina'Trentai Dos Na Liheslaturan Guåhan

155 Hesler Place

Hagåtña, Guåhan 96910

Ref: Office of the Governor federal grant application submitted for intergovernmental review

Hafa Adai Speaker Won Pat:

This communication is to respectfully notify you the Guam State Clearinghouse (GSC) has received a federal grant application from the *Office of the Governor*. The GSC has accepted the application, assigned State Application Identifier (SAI) number 20009131089Y, and has initiated the process for intergovernmental review. Information on the application is provided below:

CFDA Number: 12.607

Grantor: Department of Defense, Office of Economic Adjustment

Grant Title: Community Economic Adjustment Assistance

Details: The funds from this grant will be used to support a Program Pivot (Reset) Initiative, which will serve as the program demarcation point and would focus on enhancing the Government of Guam's structured transition to the Pacific Distributive Lay Down Plan.

Start Date: 10/01/2012

End Date: 03/31/2015

Federal Amount: \$550,000.00

Deadline for comments is **October 16, 2013** and can be sent via email to clearinghouse@guam.gov. This is in an effort to reduce costs associated with the review process while maintaining efficiency. This notice is sent to you as part of the intergovernmental review of this application and may be referred to the appropriate overseeing committee of *I Liheslaturan Guåhan*. The GSC point of contact designated for this application is Austin J. Duenas and can be contacted via e-mail at austin.duenas@guam.gov. Please convey any instruction to GSC that may be incorporated in the review of this application.

Dångkolo Na Si Yu'os Ma'åse',

Roe-Ann M. Cruz

Acting Administrator

CC: File

EDDIE BAZA CALVO
Governor



RAY TENORIC
Lieutenant Governor

Office of the Governor of Guam

Date: September 23, 2013

To: Chief of Staff

From: Carol Perez
Buildup Office

REF: **NEW Grant – Submission to Guam State Clearinghouse
GR0706-13-18 Program Pivot (Reset) Grant**

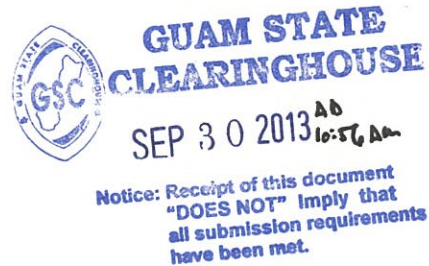


Attached is the Grant Application, and Grantor approval for submission to the Guam State Clearinghouse, as required.

Grant Amount: \$ 550,000

Performance Period: August 1, 2013 – September 30, 2014

Should you have any questions, please feel free to call me at 475-9378.



CFD0913-3784



GUAM STATE CLEARINGHOUSE

P.O. Box 2950 Hagåtña, Guam 96932

Tel: (671) 475-9380

Website: www.guamclearinghouse.com

Email: clearinghouse@guam.gov

EDWARD J.B. CALVO

I Maga'låhen Guahan

RAYMOND S. TENORIO

I Segundu Na Maga'låhen Guahan

Grant Project Application Notice of Intent to Apply for Federal Assistance GSC FORM REVISED 03/21/2012

Guam State Clearinghouse Use Only

Date Received:

Received By:

SAI Number:

Type of Application New Grant* Continuing Grant** Supplemental Grant** Other*

A.) DUNS Number

B.) Date

C.) Applicant/Department Name

D.) Division

E.) Applicant Address

F.) Applicant/Department Point of Contact Information

Contact Person Name Phone Number

E-mail Address

G.) Due Date to Federal Agency

H.) Federal Funds

a.) Grant

b.) Other

I.) Non-Federal, Matching Funds

a.) Local

b.) In-Kind

c.) Other

J.) TOTAL FUNDS

K.) CFDA/Federal Program Name

L.) Federal Agency Name

M.) Federal Agency Address

N.) For Continuing or Supplemental Grants, Please provide the following information:

a.) Initial Grant Period

b.) Guam State Clearinghouse SAI Number

c.) Grant Year This Application Impacts

O.) Has the Federal Funding Agency been notified? YES NO

P.) During which Fiscal Year will this program be implemented?

Q.) If the project requires local funding in addition to the federal funding requested, please specifically identify source and rationale:

R.) This program is: Budgeted - Please identify legal budget authority

Non- Budgeted

S.) Will this program require the hiring of additional employees? Is YES, please provide the number of employees (both existing and new) and justification.

YES - Existing New NO

T.) List Departments and Agencies that would be affected directly or indirectly by this application

U.) Please provide a Project Summary with supporting documents if needed.

- V.) Please answer the following:
- a.) Does this application require an Environmental Impact Study? YES NO
 - b.) Will this application conflict with any existing law? YES NO
 - c.) Is enabling legislation required? YES NO
 - d.) Will the program require a maintenance of effort? YES NO
 - e.) Are in-kind services allowed for this program? YES NO
 - f.) Does this program allow an indirect cost rate to be applied? YES NO

SUBMITTED AND APPROVED BY:

Printed Name, Position/Title of Authorized Representative

SIGNATURE

Date

Helping Communities
Help Themselves

Office of Economic Adjustment

Application Process

Guam Military Complex, GR0706-13-18

[\[Print\]](#) [\[Help\]](#)

Click on the steps below to complete the forms necessary to submit an application for a Grant. Navigate to each form by selecting the individual Step number from below. Step 1 must be completed in order to view other forms within the package.

Application Package: Approved (08/29/2013)

- 1 **Complete Application (SF424)** [»](#) Approved
- 2 **Prepare Budget Information (SF424A)** [»](#) Approved
- 3 **Attach Narrative** [»](#) Approved
- 4 **Attach Budget Justification** [»](#) Approved
- 5 **Attach Scope of Work** [»](#) Approved
- 6 **View Assurances (SF424B)** [»](#) Approved
- 7 **Complete Certifications** [»](#) Approved
- 8 **Complete Payment Enrollment (SF3881)** [»](#) Approved

[eGrant Home](#) * [Grant Process](#) * [Grant Status](#) * [References](#) * [OEA Home](#) * [Logout](#)

[Contact Project Manager](#)

[Security Notice](#)

APPLICATION FOR FEDERAL ASSISTANCE

OMB Approval No. 0348-0043

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED July 23, 2013		Applicant Identifier 778904292	
		3. DATE RECEIVED BY STATE		State Application Identifier	
<input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		<input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		4. DATE RECEIVED BY FEDERAL AGENCY Federal Identifier	
5. APPLICANT INFORMATION					
Legal Name: Government of Guam			Organizational Unit: Office of the Governor		
Address (give city, county, State, and zip code): Office of the Governor, P. O. Box 2950 Hagatna, GU, 96932-2950			Name and telephone number of person to be contacted on matters involving this application (give area code) Mr. Franklin Arriola 671-475-9206		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 9 8 — 0 0 1 8 9 4 7			7. TYPE OF APPLICANT: (enter appropriate letter in box) <div style="text-align: right; margin-right: 20px;"><input type="checkbox"/> N</div> A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District		
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> A <input type="checkbox"/> C A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other(specify): _____			H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify) _____ Territory _____		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 1 2 — 6 0 7 TITLE: COMMUNITY ECONOMIC ADJUSTMENT ASSISTANCE FOR EST,			9. NAME OF FEDERAL AGENCY: OEA		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Guam Military Complex		
13. PROPOSED PROJECT		14. CONGRESSIONAL DISTRICTS OF:			
Start Date 10/1/12	Ending Date 3/31/15	a. Applicant 00		b. Project 00	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?			
a. Federal	\$	550,000 ⁰⁰		a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE _____	
b. Applicant	\$	0 ⁰⁰		b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
c. State	\$	0 ⁰⁰		17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes," attach an explanation. <input checked="" type="checkbox"/> No	
d. Local	\$	0 ⁰⁰			
e. Other	\$	0 ⁰⁰			
f. Program Income	\$	0 ⁰⁰			
g. TOTAL	\$	550,000 ⁰⁰			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Type Name of Authorized Representative Frank Arriola		b. Title Chief of Staff		c. Telephone Number (671) 475-9206	
d. Signature of Authorized Representative Frank Arriola - 7/23/2013 7:40:34 PM				e. Date Signed 07/23/2013	

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1.		\$	\$	\$	\$	0.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$	\$	0.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY		Total (5)
	(1) Federal	(2) Non-Federal	
a. Personnel	\$	\$	\$ 0.00
b. Fringe Benefits			0.00
c. Travel			0.00
d. Equipment			0.00
e. Supplies			0.00
f. Contractual	550,000.00		550,000.00
g. Construction			0.00
h. Other			0.00
i. Total Direct Charges (sum of 6a-6h)	550,000.00	0.00	550,000.00
j. Indirect Charges			0.00
k. TOTALS (sum of 6i and 6j)	\$ 550,000.00	\$ 0.00	\$ 550,000.00
7. Program Income	\$	\$	\$ 0.00

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SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	\$	\$	\$	0.00
9.				0.00
10.				0.00
11.				0.00
12. TOTAL (sum of lines 8-11)	\$	\$	\$	0.00

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
	13. Federal	\$ 0.00	\$	\$	\$
14. Non-Federal	0.00				
15. TOTAL (sum of lines 13 and 14)	\$ 0.00	0.00	0.00	0.00	0.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16-19)	\$	0.00	0.00	0.00

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	
22. Indirect Charges:	

23. Remarks:

FAIN: HQ00051310114
OEA Locator: GR0706-13-18
Guam Military Complex

Mr. Franklin Arriola
Chief of Staff
Office of the Governor of Guam
P.O. Box 2950
Hagatna, GU 96932-2950

Dear Mr. Arriola:

I am pleased to inform you that I have approved the request for \$550,000 of Department of Defense Community Planning Assistance Funds in response to mission growth on Guam. If the provisions of the attached Agreement are acceptable, please sign the document online.

Standard Form (SF) 270, "Request for Advance or Reimbursement" is used to request Grant funds. The first request for payment may be submitted electronically once you have signed the Agreement. Subsequent payment requests will be approved for disbursement contingent upon acceptance of the interim performance reports. The SF 425, "Federal Financial Report" is used to report final outlays and obligations for the entire Grant period and must be submitted to close out the Grant.

This Grant has been assigned the Federal Award Identifier Number (FAIN) HQ00051310114. Please use this number for reporting subaward and executive compensation information into the Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS) as required. Further information on this requirement may be found in Attachment C of the Agreement. Please use the OEA locator on all OEA correspondence.

You may direct questions regarding this award to the OEA Western Regional Director, Mr. Gary Kuwabara, at (916) 557-7365 or gary.d.kuwabara.civ.@mail.mil. We look forward to working with you.

Sincerely,

Patrick O'Brien 8/29/2013 11:52:16 AM
Patrick J. O'Brien
Director
Office of Economic Adjustment

Attachment:
As stated

**Grant Agreement
for
Guam Military Complex
FAIN: HQ00051310114**

This Agreement is between the Government of Guam, the Grantee, and Department of Defense, the Grantor, acting through the Office of Economic Adjustment (OEA). The Grantee will undertake community economic adjustment activities as described in the Application for Federal Assistance, dated August 20, 2013, at the estimated cost of \$550,000.

1. Compliance by the Grantee

A. Overall Compliance: The Grantee's actions under this Grant shall comply with all applicable Federal, State, interstate, and local laws and regulations. The Grantee shall comply with the following: Part 33 of title 32, Code of Federal Regulations (CFR), "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," Part 225 of title 2, CFR, "Cost Principles for State, Local, and Indian Tribal Governments," and Part 28 of title 32, CFR, "New Restrictions on Lobbying."

B. Debarment and Suspension: The Grantee agrees to comply with Parts 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," and 1125, "Department of Defense Nonprocurement Debarment and Suspension," of title 2, CFR. The Grantee also agrees to communicate the requirement to comply with Parts 180 and 1125 to entities and persons at the next lower tier with whom the recipient enters into transactions that are "covered transactions" under Parts 180 and 1125.

C. Drug-Free Workplace: The Grantee agrees to comply with Subpart B, "Requirements for Recipients Other Than Individuals," of Part 26 of title 32, CFR, "Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)."

D. Hatch Act: The Grantee is advised that its employees may be subject to the Hatch Act (5 U.S.C. § 1501-1508). If doubt exists in particular cases, the Grantee should seek legal counsel.

E. Universal Identifier Requirements and Central Contractor Registration. The Grantee agrees to comply with the requirements of Part 25 of title 2, CFR, "Universal Identifier and Central Contractor Registration." The System for Award Management (SAM) has replaced the CCR system. The full text of this award term (as revised to reflect the SAM) is provided in Attachment B to this Agreement.

F. Grant Terms and Conditions: The Grantee shall comply with the terms of this Agreement. The decision of the Grantor in interpreting the Terms and Conditions of this Agreement shall be final.

G. The Grantee shall ensure that every consultant and every contractor it employs under the Grant complies with the terms of this Agreement as though the consultant or contractor were a party to this Agreement.

2. Terms and Conditions

A. The Grant period is from August 1, 2013, through September 30, 2014. Eligible costs incurred between August 1, 2013, and the date of this Agreement are allowable and reimbursable.

B. The Grantee agrees to comply with the requirements regarding support of salaries and wages in Part 225 of title 2, CFR, "Cost Principles for State, Local, and Indian Tribal Governments," Attachment B., "Selected Items of Cost," Item 8.h., "Support of Salaries and Wages."

C. Any Grant funds actually advanced and not needed for grant purposes shall be returned immediately to the Grantor.

D. OEA may suspend or terminate this Agreement in whole, or in part, if the Grantee materially fails to comply with conditions of this Agreement. Suspension or termination may occur if the Grantee materially fails to comply with any term of this Agreement. The Grantee shall not incur new obligations for the terminated portions after receiving notice of the termination, and shall cancel as many outstanding obligations as possible. Additional enforcement remedies for non-compliance and termination provisions, in Part 33 of title 32, CFR, apply to this award.

E. The Grantee is the responsible authority, without recourse to the Grantor, regarding the settlement and satisfaction of all contractual and administrative issues arising out of procurements entered into in support of the Grant.

F. Activities Prohibited

(1) Duplication of Work: The purpose and scope of work for which this Agreement is made shall not duplicate programs for which moneys have been received, are committed, or are applied for from other sources, public or private. Upon request of the Grantor, the Grantee shall submit full information about related programs that will be initiated within the Grant period.

(2) Other Funding Sources: Grantor's funds budgeted or granted for this program shall not be used to replace any financial support previously provided or assured from any other source.

(3) Funds for Attorney/Consultant Fees: The Grantee hereby agrees that no funds made available from this Grant shall be used, directly or indirectly, for paying attorneys' or consultants' fees in connection with securing grants or other services provided by the Grantor, for example, preparing the application for this assistance. However, attorneys' and consultants' fees incurred for meeting this Agreement's requirements may be eligible project costs and may be paid out of funds made available from this Agreement provided such costs are otherwise eligible.

(4) The Grantee is prohibited from using funds provided from this Grant or personnel employed in the administration of this program for political activities, sectarian or religious activities, lobbying, political patronage, or nepotism activities.

G. Personnel Approvals

The Grantor reserves the right to approve or disapprove the selection of professional-level employees hired under this grant. If requested by the Grantor, resumes, in sufficient detail to reveal the experience, education, and other general and special qualifications for the position, must be submitted to the Grantor for its consent prior to employment of a candidate. Changes in key positions, where specified in the Application and/or this agreement, will require prior written approval from the Grantor.

H. Use of Consultants/Contractors

(1) Procurement of consultant or contractor services shall be in accordance with all standards and procedures set forth in Part 33 of title 32, CFR. The following terms, which are drawn from the Department of Defense Grant and Agreement Regulations, Parts 21 through 37 of title 32, CFR, are intended merely to highlight some of these standards and are, therefore, not inclusive.

(2) All procurement transactions, regardless of whether negotiated or advertised and without regard to dollar value, shall be conducted in a manner that provides maximum open and free competition.

(3) Formal advertising, with adequate purchase description, sealed bids, and public openings, shall not be required for small purchase procurements under \$100,000 in the aggregate unless otherwise required by State or local law or regulation. If small purchase procedures are used, price or rate quotations shall be obtained.

(4) The Grantee shall maintain a code or standards of conduct which shall govern the performance of its officers, employees, or agents in contracting with and expending Federal Grant funds. Grantee's officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from a contractor or potential contractors. To the extent permissible by State or local law, rules, or regulations, such standards shall provide for penalties, sanctions, or other disciplinary actions to be applied for violations of such standards by either the Grantee's officers, employees, or agents, or by contractors.

I. Separate Bank/Fund Accounts

(1) The Grantee is not required to establish a separate bank account but may do so. The Grantee, however, must maintain accounting records to adequately identify the source and application of Grant funds. Other considerations, such as FDIC coverage, shall be in accordance with the provisions of Part 33 of title 32, CFR.

(2) Interest earned on Grant funds shall be reported to the Grantor and used to reduce the Federal share of this Grant. Grantees shall promptly, but no less often than quarterly, remit to the Grantor any interest earned on advances the Grantor provided. The Grantee may retain interest on any Grant funds not to exceed \$100 per year for administrative expenses.

J. Grant Payments

(1) A Standard Form (SF) 270, "Request for Advance or Reimbursement," shall be submitted when requesting funds.

(2) All financial information on the SF 270 shall be shown as: Column (a)--Salaries and Benefits; Column (b)--Operating Expenses; Column (c)--Contracts.

(3) Grant payments will be made by electronic funds transfer.

(4) Grant funds for contractual services will be disbursed on a reimbursement basis only. Advances of up to 90 days may be requested for operational support. When Grant payments are cash advances, the amount requested will be limited to that actually required.

(5) Grantee's payments to contractors/consultants shall be contingent upon the Grantee's acceptance of deliverables.

(6) Requests for Federal funds (SF 270's) for payment of consultant/contractor deliverables should be submitted to the Grantor after Grantee's acceptance of the deliverables.

K. Reimbursement for Travel

Reimbursement for travel (transportation, food, and lodging) in the performance of Grant activities shall be consistent with those normally allowed in like circumstances in the non-Federally sponsored activities of the Grantee. Grantees may follow their own established rate but any travel allowance policies in excess of Federal limits must receive prior approval from the Grantor.

L. Office Equipment

All requests to purchase equipment (including software) with an estimated acquisition cost of more than \$5,000 shall be submitted to the Grantor for prior approval.

M. Expenses and Purchases Excluded

(1) Grant funds may not be used for marketing or entertainment expenses.

(2) Grant funds may not be used for capital assets, such as the purchase of vehicles, improvements and renovation of space, and repair and maintenance of privately owned vehicles.

N. Grantee Contributions

Contributions to this project by non-Grantor sources are expected to be paid out at the same general rate as Grant funds.

O. Grantee Reporting

(1) The Grantee shall provide interim performance reports and a final performance report. The performance reports will contain information on the following:

(a) A comparison of actual accomplishments to the objectives established for the period.

(b) The reasons for slippage if established objectives were not met.

(c) Additional pertinent information when appropriate.

(d) An accounting, by the budget line items approved for this project, of expenses incurred during the reporting period, including the amount of Grant funds on hand at the beginning and end, and non-Grantor share of contributions over the term.

(e) The final performance report must contain a summary of activities for the entire Grant period. All required deliverables should be submitted with the final performance report.

(2) The final SF 425, "Federal Financial Report," shall be submitted to the Grantor within 90 days after the end date of the Grant. Any Grant funds actually advanced and not needed for Grant purposes shall be returned immediately to the Grantor.

(3) The "Schedule of Reports" in Attachment A provides reporting periods and dates due.

P. Reporting Subaward and Executive Compensation Information

The Grantee agrees to comply with the requirements of Part 170 of title 2, CFR, "Reporting Subaward and Executive Compensation Information." The full text of this award term is provided in Attachment C to this Agreement.

Q. Contractor Deliverables

(1) A disclaimer statement will appear on the title page of any study prepared under this Grant. It will read:

“This study was prepared under contract with the Government of Guam, with financial support from the Office of Economic Adjustment, Department of Defense. The content reflects the views of the Government of Guam and does not necessarily reflect the views of the Office of Economic Adjustment.”

(2) The contractor identification will appear on the title page of the study funded by this grant.

(3) Any final study shall be submitted electronically. The document will be dated the month and year that it is submitted to the Grantor.

R. Audits

(1) The Grantee agrees to comply with OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations,” and the Single Audit Act, 31 U.S.C. § 7502(h).

(2) This award is not for Research and Development, and is made under Code of Federal Domestic Assistance (CFDA) title: Community Economic Adjustment Assistance for Establishment, Expansion, Realignment, or Closure of a Military Installation, CFDA Number 12.607.

(3) The Grantee shall ensure audits are properly performed, and furnish the required data collection forms and audit reporting packages to the Federal Audit Clearinghouse (FAC). The Grantee shall upload audit reports into the FAC through the Internet Data Entry System (IDES) at <https://harvester.census.gov/fac/collect/ddeindex.html#>.

(4) The Grantee shall provide any audit with findings related to this award, with copies of the reporting package (including corrective action plans), management letters issued by an auditor, and audit working papers, to the Grantor.

(5) The Grantor will seek to issue a management decision to the Grantee within 6 months of receipt of an audit report with findings, and the Grantee shall take timely and corrective action to comply with the management decision.

(6) The Department of Defense reserves the right to conduct an independent follow-up audit.

3. Special Condition

The purpose and scope of this award is to undertake community economic adjustment activities in response to mission growth on Guam. Changes in the specific activities described in the application and the terms and conditions of this award are allowable only if approved by the Grantor.

THE TERMS OF THIS GRANT ARE AGREED TO BY:

Patrick O'Brien
Patrick J. O'Brien
Director
Office of Economic Adjustment

8/29/2013 11:52:16 AM
DATE

Frank Arriola - 9/2/2013 8:05:45 PM
Franklin Arriola
Chief of Staff
Government of Guam

9/2/2013 8:05:45 PM
DATE

Schedule of Reports
For
Guam Military Complex
FAIN: HQ00051310114

August 1, 2013 through September 30, 2014

<u>Interim Performance Reports</u>	<u>Due Date</u>
08/01/2013 through 09/30/2013	10/31/2013
10/01/2013 through 12/31/2013	01/31/2014
01/01/2014 through 03/31/2014	04/30/2014
04/01/2014 through 06/30/2014	07/31/2014
07/01/2014 through 09/30/2014	12/31/2014
 <u>Final Performance Report</u>	
08/01/2013 through 09/30/2014	12/31/2014
 <u>Final Federal Financial Report (SF 425)</u>	
08/01/2013 through 09/30/2014	12/31/2014
 <u>Deliverables</u>	
	12/31/2014

System for Award Management (SAM) (previously identified as the Central Contractor Registration) and Universal Identifier Requirements

A. Requirement for registration in the System for Award Management (SAM)

Unless you are exempted from this requirement under 2 CFR § 25.110, you as the recipient must maintain the currency of your information in SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for Data Universal Numbering System (DUNS) Numbers

If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (*see* definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its DUNS number to you.

2. May not make a subaward to an entity unless the entity has provided its DUNS number to you.

C. Definitions

For purposes of this award term:

1. *System for Award Management (SAM), previously identified as the Central Contractor Registration (CCR)*, means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).

2. *Data Universal Numbering System (DUNS) number* means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>).

3. *Entity*, as it is used in this award term, means all of the following, as defined at Subpart C of Part 25 of title 2, CFR:

- a. A Governmental organization, which is a State, local government, or Indian Tribe;
- b. A foreign public entity;

- c. A domestic or foreign nonprofit organization;
- d. A domestic or foreign for-profit organization; and
- e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

4. *Subaward*:

a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, *see* Sec. __.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").

c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

5. *Subrecipient* means an entity that:

- a. Receives a subaward from you under this award; and
- b. Is accountable to you for the use of the Federal funds provided by the subaward.

Reporting Subawards and Executive Compensation

A. *Reporting of first-tier subawards.*

1. *Applicability.*

Unless you are exempt as provided in paragraph D. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).

2. *Where and when to report.*

i. You must report each obligating action described in paragraph A.1 of this award term to <http://www.fsrs.gov>.

ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. *What to report.*

You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov>.

B. *Reporting Total Compensation of Recipient Executives.*

1. *Applicability and what to report.*

You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—

i. the total Federal funding authorized to date under this award is \$25,000 or more;

ii. in the preceding fiscal year, you received—

(a) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR § 170.320 (and subawards); and

(b) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR § 170.320 (and subawards); and

iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Securities and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.*

You must report executive total compensation described in paragraph B.1 of this award term:

i. As part of your registration profile at <http://www.sam.gov>.

ii. By the end of the month following the month in which this award is made, and annually thereafter.

C. *Reporting of Total Compensation of Subrecipient Executives.*

1. *Applicability and what to report.*

Unless you are exempt as provided in paragraph D of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—

i. in the subrecipient's preceding fiscal year, the subrecipient received—

(a) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR § 170.320 (and subawards); and

(b) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Securities and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.*

You must report subrecipient executive total compensation described in paragraph C.1 of this award term:

i. To the recipient.

ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

D. *Exemptions*

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

i. Subawards, and

ii. The total compensation of the five most highly compensated executives of any subrecipient.

E. *Definitions.*

For purposes of this award term:

1. *Entity* means all of the following, as defined in Part 25 of title 2, CFR:

i. A Governmental organization, which is a State, local government, or Indian tribe;

ii. A foreign public entity;

iii. A domestic or foreign nonprofit organization;

iv. A domestic or foreign for-profit organization;

v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

2. *Executive* means officers, managing partners, or any other employees in management positions.

3. *Subaward*:

i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. __ .210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

4. *Subrecipient* means an entity that:

i. Receives a subaward from you (the recipient) under this award; and
ii. Is accountable to you for the use of the Federal funds provided by the subaward.

5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR § 229.402(c)(2)):

i. *Salary and bonus.*

ii. *Awards of stock, stock options, and stock appreciation rights.*

Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. *Earnings for services under non-equity incentive plans.*

This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. *Change in pension value.*

This is the change in present value of defined benefit and actuarial pension plans.

v. *Above-market earnings on deferred compensation which is not tax-qualified.*

vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

RESPONDING TO CHANGE – SHAPING THE FUTURE

Government of Guam Military Integration and Growth Initiative Grant Application Program Pivot (Reset) Grant

The United States Pacific Command “Guam Integrated Military Development Plan” (GIMDP), dated July 11, 2006, examined the feasibility of the proposed joint military basing and force bed-down on Guam, which was a key component of the USPACOM’s “Integrated Global Presence and Basing Strategy.” The GIMDP set in motion an unprecedented Department of Defense program that has been highly dynamic, challenging, and politically sensitive and an initiative with unforeseen / unanticipated outcomes / consequences. In April 2012, almost six years later, the United States – Japan Security Consultative Committee (SCC) issued a joint statement, which adjusted the previous GIMDP and captured the “2012 Defense Budget Priorities and Choices” rebalance (pivot) toward the Asia-Pacific and Middle East Region. The joint statement can and should be viewed as a seminal moment / decision, a turning point or a point of demarcation. The joint statement has recast the program and set in motion a series of actions such as new master planning and environmental analysis (Supplemental Environmental Impact Statement (SEIS)) and Congressional program review and oversight, etc.

The seminal construct was reinforced by the Office of the Governor’s participation in two recent engagements: 1) the Naval Facilities Engineering Command Pacific (NAVFAC Pacific) “Revise Socioeconomic Impact Assessment Study” (rSIAS) (January 2013); and 2) the Government Accountability Office (GAO) “Guam Public Infrastructure Financing” (April 2013). The two engagements led to the following findings and / or take aways.

- The Security Consultative Committee Joint Statement establishes a logical demarcation point between the 2010 Preferred Lay Down Plan and the current evolving Pacific Distributive Lay Down Plan documentation.
- The longevity of the Department of Defense (DoD) program compounds effective documentation management / utilization.
- Stakeholders are using / referencing documentation that is readily available, but might not be the most current, relevant, or appropriate.

- The Department of the Navy implementation of portions of the 2010 Record of Decision, while undertaking a Supplemental Environmental Impact Statement (SEIS) further compounds documentation management / utilization.
- All documentation is “contextual.” Context is an obvious component / aspect; however stakeholders continue to underutilize / undervalue its application, which contributes to over generalizations / incorrect findings and / or improper use.
- Some documentation generated for the 2010 Preferred Lay Down Plan is obsolete, because conditions and / or context have dramatically changed.
- Turnover of personnel contribute to the loss of context. The Office of Economic Adjustment (OEA) is one of the few entities which possess excellent contextual expertise.
- Stakeholders’ effectiveness is proportional to their contextual knowledge and its use.
- The Office of the Governor Advisory Consultant Team (ACT) and the Port Authority of Guam Owner’s Agent Engineer (OAE) possess significant corporate knowledge (insights), since both entities spanned two island Administrations.

The Office of the Governor is requesting OEA program of assistance to support a Program Pivot (reset) Initiative (PPI). The PPI would serve as the program demarcation point and would focus on enhancing the Government of Guam’s structured transition to the Pacific Distributive Lay Down Plan. The PPI is not speculative in nature and is not ahead of need. The PPI goal is to provide structured closure to the pre-pivot phase. The PPI, if approved / awarded will benefit all stakeholders, both current and future, since the PPI Deliverables will enhance their understanding of the program and should enhance their effectiveness on implementing the Pacific Distributive Lay Down Plan. If approved / awarded the PPI shall consist of the following two components: 1) Program Demarcation Resource; and 2) Demarcation Summaries for select Infrastructure Initiatives.

Program Demarcation Resource

A major component of the PPI would be the development of a “Program Demarcation Resource.” The objective of the Demarcation Resource is to provide the Government of Guam a “contextual administrative record,” an administrative record that not only lists the various documents, but creates a record that provides insights about the documents’ background (basis for the development of the document), relevance, past value, and future value / follow-on actions. The Demarcation Resource would include the following as a minimum.

1). Documentation Data Base

The data base would include a comprehensive list of relevant documents, with the ability to sort by the following categories as minimum:

- Date Issued / Released / Published
- Owner of Document
- Preparer of the Document
- Subject Matter (Area of Focus)
- Relevance (if the document has any relevance or value to the Pacific Distributive Lay Down Plan)

Key documents, such as:

- Department of the Navy's 2010 Final Environmental Impact Statement / Overseas Environmental Impact Statement (FEIS/OEIS);
- Government Accountability Office (GAO) Report to Congress "Defense Management – More Reliable Cost Estimates and Further Planning Needed to Inform the Marine Corps Realignment Initiatives in the Pacific" (GAO-13-360);
- Government of Guam 2010 Socioeconomic Areas of Impact (SIA) Project Needs Assessment; etc. will serve as initial source documents.

Note: the three documents listed above are **illustrative only** and in no way portray the actual number of documents or subject areas.

Review of resource documents chapters, footnotes, bibliographies, etc. will identify other documents that should be included in the Demarcation Resource (i.e. Document Data Base).

2). Document Data Base Report Templates

Report Templates should be developed, which will work with the Document Data Base. The Report Templates should generate professional quality reports. The Report Templates should enhance the Office of the Governor ability to easily and efficiently generate Data Base Reports.

3). Document Mapping

Document Mapping would graphically plot all relevant documents on a historical time line that would graphically depict the document's relationships, relevance, and /or context. The Document Mapping would consist of a mapping system, which will serve as a working system. The Office of the Governor should be able to easily add and / or modify the document mapping, in the future if additional documents are acquired. A

major component (deliverable) of the Document Mapping would be the production of an effective Document Mapping Graphic, which would be for use in the public domain. The graphic would rely on images and be less text based and would underscore the historical timeline (context setting / relevance). The historical timeline would include milestones such as: change in Administrations (Presidential and Governor); major announcements / decisions; significant events (Japan earthquake / tsunami); etc. The mapping graphic will need to be scalable, able to be reproduced as a wall graphic while also being useable at a document scale.

4). Document Context / Relevance Summaries

A Context / Relevance Summary shall be prepared for each document listed in the Document Data Base. The Summaries would be in a uniform format, which contains the following information, as a minimum:

- Owner of Document
- Preparer of the Document
- Date Issued / Released / Published
- Subject Matter (Area of Focus)
- Basis / Purpose for Document
- Important Document Relationships
 - Primary and / or Direct
 - Secondary and / or Indirect
- Document Context
- Document Relevance
- Key Findings / Take Aways
- Future Document Value
- Future Follow-On Actions

The Context / Relevance Summary should not be a copy and / or paraphrase of the original document Executive Summary. Instead, the Context / Relevance Summary should reflect and capture a more current / pertinent / comprehensive analysis of the document in a global or holistic setting, not viewing the document as a standalone document. The document relevance should be reviewed in context to pre and post the Pacific Pivot demarcation.

The Context / Relevance Summaries should also incorporate strong graphic communications to ease the use of the Summaries and their effectiveness. Some possible graphic communication concepts: use of organizational icons (logos, shields, etc); icons or color coding for subject matter (NEPA, master planning, utility studies, etc); use of icons / images for relevance (infrastructure, financial, etc); inclusion of an

image of the original document cover; etc. The Context / Relevance Summaries should follow a uniform format for ease of use. Example: Summaries could be akin to baseball trading cards, where a lot of statistical information is conveyed in a logical and structured format.

This initiative goes beyond a web base document search. Interactions / conversations with relevant stakeholders will be warranted for the development of the relationship, relevance, and context component.

Based on previous experience, the Office of the Governor recognizes and acknowledges the challenge of getting copies of source documents. The Demarcation Resource will be structured to account for this challenge. The Demarcation Resource may list / show documents, which cannot be released to the Government of Guam. Those documents will be included in the Demarcation Resource, but annotated as “non releasable” and shown on the mapping graphic as a ghosted document. Review of foot notes and bibliographies will identify other Resource Documents.

Infrastructure Initiatives Demarcation Summaries

A second component of the PPI entails “Demarcation Summaries” for select Infrastructure Initiatives. The military realignment and buildup program period (over seven years) and its dynamic nature (Pacific Pivot) have contributed to significant changes to the infrastructure initiatives and generated significant misunderstanding / confusion. The objective of the Demarcation Summaries is to provide the Government of Guam a well documented and accurate summary for the following select infrastructure initiatives: 1) Port Authority of Guam Port Improvement Plan; and 2) Surface Transportation. The Demarcation Summaries should include or address the following as a minimum:

1) Infrastructure Baseline

The Infrastructure Baseline shall provide an overview of the infrastructure system and document relevant existing baseline conditions (examples: standing consent decrees, description of major reinvestment programs and timeframe, etc) that existed prior to the military realignment and buildup program announcement (prior to July 2006). The Baseline should not include any military realignment and buildup requirements associated with the July 2006 GIMDP. The Infrastructure Baseline should present the Government of Guam action plans on how the Government of Guam intended to correct the existing baseline conditions.

2) Infrastructure Improvement Plans / Initiatives

This section of the Demarcation Summary shall document all Infrastructure Improvement Plans / Initiatives and include the following: funding status, funding source, status (in progress, pending, re-set, etc), description of the Improvement Plan, break out of work (existing conditions, organic growth, military realignment and buildup, etc), and proposed course of action post the program reset.

The Demarcation Summaries should be well documented (footnoted) as to source and / or reference documentation. The source / reference documentation should be cataloged. It is anticipated the source / reference documentation will be part of the Program Demarcation Resource.

The Demarcation Summaries should include strong visual graphics that easily depict / define the infrastructure improvements. It is anticipated the graphics may need to be fold out (scabable) to the Summaries to account for the infrastructure systems. Graphics should be prepared for baseline conditions (prior to July 2006) and all Infrastructure Improvement Plans / Initiatives. The graphics may depict a time sequencing / evolution of how the infrastructure requirements have evolved over time, which then support the projects noted in the Demarcation Summaries.

GRANT PERFORMANCE PERIOD

Start Date: August 1, 2013

End Date: September 30, 2014

RESPONDING TO CHANGE – SHAPING THE FUTURE

**Government of Guam
Military Integration and Growth Initiative
Grant Application
Program Pivot (Reset) Budget Estimate**

Task Order Budget Estimate:

Element 1 – Program Demarcation Resource	\$ 400K
Element 2 – Demarcation Summary Initiatives	\$ 150K
Total Program Pivot (Reset) Budget Estimate	\$ 550K

Note: The Advisory Consultant Team (ACT) will submit a Task Order Proposal that includes greater detail on how to conduct the Organizational Social Network Survey. The Office of the Governor will review and consider all recommendations, since the Office of the Governor has limited experience on this subject.

The Budget Estimate takes into account:

- 1) Lack of professional services on island;
- 2) Travel costs associated with the EAS Task Order;
- 3) Cost associated with parallel or similar efforts conducted by other external parties (Navy’s EIS/OEIS, and Navy’s SIAS); and
- 4) Recent negotiations on other ACT Task Orders (TO) and Port Owner’s Agent Engineer TO(s).

All Territory (Government of Guam) procurements using Federal Assistance are in accordance with applicable Territory (State) laws and regulations and applicable Federal laws and standards and comply with 32 CFR Part 33, “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.”

Non-Federal Match is in accordance with 48 USC Sec. 1469a – exemption of match for the Territory of Guam.

But for the assistance provided to the Territory of Guam, via this Grant, the Government of Guam would not be able to support the buildup program. The Territory of Guam does not have the financial resources available to support these unfunded requirements generated by the DOD Program. The Government of Guam is resource limited (stretched), independent of the DOD Program.

RESPONDING TO CHANGE – SHAPING THE FUTURE

**Government of Guam
Military Integration and Growth Initiative
Grant Application
Program Pivot (Reset) Task Order**

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The Context / Relevance Summaries should also incorporate strong graphic communications to ease the use of the Summaries and their effectiveness. Some possible graphic communication concepts: use of organizational icons (logos, shields, etc); icons or color coding for subject matter (NEPA, master planning, utility studies, etc); use of icons / images for relevance (infrastructure, financial, etc); inclusion of an image of the original document cover; etc. The Context / Relevance Summaries should follow a uniform format for ease of use. Example: Summaries could be akin to baseball trading cards, where a lot of statistical information is conveyed in a logical and structured format.

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The Demarcation Summaries should be well documented (footnoted) as to source and / or reference documentation. The source / reference documentation should be cataloged. It is

anticipated the source / reference documentation will be part of the Program Demarcation Resource.

The Demarcation Summaries should include strong visual graphics that easily depict / define the infrastructure improvements. It is anticipated the graphics may need to be fold out (scabable) to the Summaries to account for the infrastructure systems. Graphics should be prepared for both the baseline conditions (prior to July 2006) and all Infrastructure Improvement Plans / Initiatives. The graphics may depict a time sequencing / evolution of how the infrastructure requirements have evolved over time, which then support the projects noted in the Demarcation Summaries.

Cost Proposal for this Task Order:

The ACT shall provide cost breakouts for each of the major tasks in the ACT's Cost Proposal.

GRANT PERFORMANCE PERIOD

Start Date: August 1, 2013

End Date: September 30, 2014