



GUAM PRESERVATION TRUST

INANGOKKON INADAHI GUAHAN

P.O. Box 3036 • Hagåtña, Guam 96932
Tel: (671) 472-9439/40 • Fax: (671) 477-2047

**GUAM PRESERVATION TRUST
REGULAR BOARD OF DIRECTORS MEETING
MONDAY, SEPTEMBER 8, 2014
1:00 P.M., GPT CONFERENCE ROOM**

A G E N D A

- | | | |
|--------|------|---|
| Action | 1.0 | CALL TO ORDER |
| Action | 2.0 | APPROVAL OF MINUTES (August 27, 2014 Meeting) |
| | 3.0 | OLD BUSINESS |
| Action | 3.1. | FY 2015 ADMINISTRATION AND OPERATIONS BUDGET |
| | 4.0 | COMMITTEE REPORTS |
| Info | 4.1. | Budget & Finance Committee Report
Refer to Report
- YTD Balance |
| Info | 4.2. | Architect Committee Report
Refer to Report |
| | 4.3. | Grants Committee Report
Refer to Report |
| Action | 4.3. | Modifications to the Grant Program |
| | 6.0 | OPEN DISCUSSION |
| | 7.0 | ADJOURNMENT |



**GPT REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, AUGUST 27, 2014
GPT CONFERENCE ROOM: 3:30 P.M.**

4.2 Corporate Credit Card/Policy

Joe Quinata requested the Board's approval to obtain a corporate credit card for use of travel related expenditures.

A draft Credit Card Policy & Procedures was circulated for Board review.

The Chief Program Officer will be the only cardholder with authorization of use strictly for travel related expenses (i.e., ticketing, hotel lodging).

The Board suggested reviewing both Federal and GovGuam credit card policies.

Legal Counsel Terrence Brooks will review the draft and advise the Board of recommendations.

Joe Quinata reported Merrill Lynch has been contacted to prepare an application.

Chairman Makio suggested obtaining a credit card with rewards benefits and to look at comparative interest rates. Upon issuance of the card, reports and related receipts should be presented to the Budget & Finance committee for review and compliance.

Motion

Eric Forbes motioned to allow the completion of the application for a corporate credit card initially to be held by the Chief Program Officer, consistent with the draft credit card policies as they are being reviewed and amended to include a review of Federal employee credit card policies and it can be applied for and obtained but not used until the policy is adopted.

The motion was seconded by Joaquin Perez and unanimously approved.

4.3. APT Conference; Quebec, Canada, Nov. 26-30

Chairman Makio discussed the technical information and training offered at the conference.

The Chair and CPO are registered APT members and plan to attend the conference.

Members were asked to express their interest in attending.

Motion

With no further discussion Rebecca Duenas motioned to allow for two participants to attend the APT conference.

The Board agreed if there are others interested, the motion may be amended at a later time.

With no further discussion, Joaquin Perez seconded the motion and was unanimously approved.

4.4. A Year on the Island of Guam 1899–1900 - Grant, Jillette Leon Guerrero

Joe Quinata reported a grant has been submitted by Jillette Leon Guerrero to approve \$10,000.00 to transcribe the diary of Edwin Safford, researching the people named and events mentioned in his diary.

Action

Chairman Makio referred the application to the Grants Committee for review in relation to the Strategic Plan and recommendation for Board action at the next meeting.

4.5. Board Orientation

Chairman Makio noted the orientation is for all Board members.

Joe Quinata announced an all day board orientation is recommended to be conducted at the beginning the year. It was the consensus that mid-January will be the ideal dates to schedule the orientation.

Staff will commence the planning.

4.6. Rosario House

Joe Quinata reported staff obtained quotes for clearing debris and fencing the property.

The Board discussed the estimates of \$5000.00 for cleaning and approximately \$2000.00 for temporary fencing of the property.

A courtesy notification will be given to Dept. of Parks & Recreation.

Motion

With no further discussion, Eric Forbes motioned to approve an amount not-to-exceed \$5,000.00 for cleaning and \$2,000.00 for fencing of the Rosario House property. The motion was seconded by Joaquin Perez and unanimously approved.

4.7. Atantano Property – Survey

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Joe Quinata reported that a survey of the property needs to be conducted to clarify the means and bounds of the property. A reconnaissance of the site was conducted however, without visible markers it is difficult to determine the boundaries. GPT has both title and map, but no means are bounds are not clearly identified on the property.

Motion With no further discussion, Eric Forbes motioned to authorize staff to proceed in soliciting Requests for Quotation to conduct a survey of the Atantano Property. With no objections, Rebecca Duenas seconded the motion and was unanimously approved.

5.0 OLD BUSINESS

5.1. Asian Pacific Islanders Americans in Historic Preservation; Wash D.C., Sept. 14-16

Chairman Makio reported GPT has played a significant role in the Forum.

Joe Quinata reported the APIA conference will be held at the Crystal City Hilton in Washington D.C. Two invitations for a Keynote Speaker had been sent but no response has been received to date. APIA Chairwoman Michelle Magalong has requested for Congresswoman Madeleine Bordallo to present as the keynote speaker for the opening ceremony. The invitation was delivered but no response has been received to date.

As part of this year's conference, scholarships will be awarded to an intern and a high school youth to participate in the conference. The scholarship will cover the conference fees and partial lodging expense.

Staff recommended Board approval for travel expenses for five participants, which include the two scholarship recipients if selected from Guam. Travel and per diem expenses for staff Joe Quinata and Ruby Santos is covered in the 2014 Budget.

Chairman Makio noted the importance of GPT's participation in the conference in receiving support of the Preservation community.

Motion With no further discussion, Rebecca Duenas motioned to approve travel for five participants to attend the APIA conference. The motion was seconded by Joaquin Perez and unanimously approved.

Joe Quinata reported the Board approved \$15,000.00 to host the Guam Night event and asked for the Board's consideration to increase the budget by an additional \$5,000.00 as a contingency for for any additional expenses to host the evening. An estimate of \$13,000.00 was quoted for the dinner with approximately for 200 guests.

Motion With no further discussion, Eric Forbes motioned to approve an additional \$5,000.00 for the APIA Guam Night event. The motion was seconded by Joaquin Perez and unanimously approved. Any unforeseen costs may be addressed by the attending Board members.

5.2. National Trust for Historic Preservation Conference; Savannah, GA, Nov. 11-14

Joe Quinata reported the 2014 National Trust Conference will be held in Savannah, Georgia.

Board members interested in attending are asked to advise the Chief Program Officer.

Special Projects Coordinator Nicole Calvo applied and was awarded a scholarship to cover conference registration fees and lodging.

Eric Forbes noted he will be in the mainland during this time and very interested in attending.

Motion With no further discussion, Rebecca Duenas motioned approve travel for two Board members and two staff to attend the National Trust for Historic Preservation Conference. The motion was seconded by Eric Forbes and unanimously approved.

5.3. Palacio, Plaza de España - Feasibility Study

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Chairman Makio reported the Feasibility Study proposal submitted by Architect Andrew Laguana was reviewed by the architect committee. The committee directed staff to renegotiate the fees. A revised proposal of \$106,565.91 was submitted.

Motion The architect committee motioned to approve \$106,565.91 for the feasibility study of the Palacio and Plaza De España.
The Board discussed reduction of fees, phases, and use of the study.
With no further discussion, Rebecca Duenas seconded the motion and was unanimously approved.

5.4. Strategic Plan

5.4.a. Review of Procedures for Grant Programs (Align to Strategic Plan)

Chairman Makio directed staff to work with the Grants Committee to review the Grant Programs in respect to aligning the programs and the Strategic Plan.

Action The meeting date and time will be polled and announced.

6.0 COMMITTEE REPORTS

6.1. BUDGET & FINANCE COMMITTEE

Info **REFER TO REPORT**

The Board reviewed the financial summary and operations expenditures.

Info **6.1.a. YTD Balance**

Joe Quinata reported the current fund available is \$7,163,635.30, with a total unobligated fund of \$6,353,376.36.

The Chair reminded the Board of projects on the cusp of commencing is the restoration of the Legislature, the construction for the Inarajan homes, the design and restoration of the Rosario House, the master plan for the Atantano property, the Humatak revitalization plan, and procurement of the historic of property of Benny San Nicolas property.

6.2. ARCHITECTURE COMMITTEE

Info **REFER TO REPORT**

The Board referred to the Projects and Program Summary for updates.

6.2.a. Martina San Nicolas (Benny San Nicolas) Property

Joe Quinata reported an appraisal of approximately \$61,000.00 was received for the San Nicolas Property and presented to the family for their review.

The family accepted the appraisal as the sale price. The amount did not include any administrative costs (i.e., escrow, filing, and reporting fees).

The Board discussed the historical significance, boundaries, and potential use after rehabilitation.

Motion With no further discussion, Rebecca Duenas motioned to direct staff to discuss and proceed with the purchase of the Martina San Nicolas property for the appraised value of \$61,000.00 and any additional escrow or recording fees. The motion was seconded by Joaquin Perez and unanimously approved.

6.2.b. FQ Sanchez A&E Request for Proposal

Joe Quinata reported the Historic Structures Report has been completed and requested the Board's approval to proceed in soliciting Request for Proposals for the Architectural and Engineering services for the repairs of the facility.

The Board discussed the intended use of the building and the current jurisdiction under the Umatac Mayor's Office.

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- Motion** With no further discussion, Rebecca Duenas motioned to direct staff to proceed in soliciting A&E services for the FQ Sanchez Facility. The motion was seconded by Eric Forbes and unanimously approved.
- Info** **6.2.c. Guam Legislature – Memorandum of Agreement (MOA)**
Joe Quinata reported the MOA has been received from the Guam Legislature. Contract Administration Manager Architecture RNK will be scheduling a meeting with GPT and the Legislature's Executive Director to discuss the timeline on the announcing the solicitation for bids.
- 6.2.d. Inarajan Homes – Soil Testing Proposals**
Joe Quinata reported Architects Provido Tan Jones is required to conduct soil testing and The SHPO office is requiring archeological monitoring at each of the 4 homes when soil testing is conducted. If any findings are discovered, then a data and discovery recovery process will then be required.
Quotes have been obtained from three local archaeological firms.
The Board discussed the scope of work needed.
- Motion** With no further discussion, Rebecca Duenas motioned to approve a not-to-exceed amount of \$10,000.00 to commission an archaeologist to work on the Inarajan homes and that the selected archeologist is proven and established and is the most responsive and economical option to the Trust. The motion was seconded by Eric Forbes and unanimously approved.
- Info** **6.3. GRANTS COMMITTEE**
REFER TO REPORT
Joe Quinata referred the Board to the Projects & Programs Summary for updates.

Rebecca Duenas requested an update on the cannon repairs, landmark signs, and Baptist Church in Inarajan. Joe Quinata responded with an update.
- 7.0 OPEN DISCUSSION**
-GPT staff painted a bus stop in Chalan Pago as part of an Island wide Beautification competition sponsored by Duty Free.
Joe Quinata encouraged the Board to vote at the DFS Galleria in Tumon. The top vote getter will receive \$5,000.00. Consolation prizes will be awarded to all participating organizations.
- 8.0 ADJOURNMENT**
Motion With no further discussions, Eric Forbes motioned to adjourn the meeting. The motion was seconded by Rebecca Duenas and unanimously approved. The meeting adjourned at 5:25 p.m.

Transcribed by:

Date:

[Signature]
9/8/14

Approved by:

Date:

[Signature]
9/9/2014

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DRAFT

Document Title: **Guam Preservation Trust Credit Card Policies and Procedures**

Summary: This document establishes the Guam Preservation Trust policy with respect to the allocation and use of Corporate Credit Cards.

GPT Record No.:

Date of Issue: August 1, 2014

Version Control: Version 1.0.

Purpose

The purpose of this policy is to communicate eligibility, usage and payment of expenditure requirements for the Guam Preservation Trust (GPT) corporate credit card. The GPT corporate credit card is for official travel and travel-related expenses. Travel expenses incurred on this card are directly reimbursable to XXX bank with a copy of the credit card statement and applicable receipts.

Policies

1. The GPT Board of Directors is responsible for authorizing the use of corporate credit cards and assigning the credit limit, if applicable, to the Chief Program Officer and other GPT staff as necessary.
2. Cardholders shall use their corporate credit cards to charge business-related expenses to include Air Travel, Rail, Transportation Services, Lodging, Automobile Rental, Taxi, Parking Expenses, Food Service Establishments, Fuel, and Prepayment of course / conference fees, as well as Other Travel Related Services and Products. Expenses must be for approved budget items only. Any items not budgeted must be authorized by the GPT Board.
3. Non-official and personal purchases of any type are strictly prohibited. Cardholders are reminded that the GPT corporate credit card is for official travel purposes only. The cardholder is responsible for all charges made to the card and will be held liable for any unauthorized items appearing on the credit card statement.
4. The GPT corporate credit card may be used by the cardholder only. The cardholder may use the card to purchase travel-related services (e.g., airline tickets, hotel expenses, etc.) for other authorized travelers.
5. No alcoholic beverages may be purchased with the corporate credit card.
6. Cardholders may NOT take cash advances on credit cards.
7. Cardholders are required to sign the "cardholder agreement" indicating they accept the terms and agreements of the issuing credit card company. Individuals who do not adhere to these policies and procedures risk revocation of their credit card privileges and/or disciplinary action.
8. The cardholder must notify the Chief Program Officer immediately in the event a card is lost or stolen.

CARDHOLDER AGREEMENT

I, _____, hereby acknowledge receipt of the XXXX Credit Card / XXXX -XXXX - XXXX - _____

I understand that improper use of this card may result in disciplinary action as well as personal liability for any improper purchases. As a cardholder, I agree to comply with the terms and conditions of this agreement and the Credit Card Policies and Procedures for Guam Preservation Trust. I acknowledge receipt of the Credit Card Policies and Procedures and confirm that I understand the terms and conditions.

I will return the card to the Chief Program Officer or GPT Board Treasurer, if applicable, upon demand during the period of my employment. I understand that the card is not to be used for personal purchases and that I must provide a receipt for every purchase except for authorized monthly charges. If the card is used for personal purchases or for purchases for any other entity or if I fail to provide a receipt substantiating a legitimate business expense by the end of the current month, Guam Preservation Trust will be entitled to reimbursement from me of such purchases (through deduction of my paycheck or cash payment). Guam Preservation Trust shall be entitled to pursue legal action, if required, to recover the cost of such purchases, together with costs of collection and reasonable attorney fees.

Signature _____ Date _____
(Cardholder)

Signature _____ Date _____
(Chief Program Officer OR GPT Board Treasurer)

Office use only:

Date applied _____ Amount approved \$ _____

9. The corporate credit card is the property of Guam Preservation Trust. An employee leaving the employment must surrender the credit card to the Chief Program Officer, who will then notify the issuing authority to cancel the account.

Procedures

1. Upon receiving a corporate credit card, the cardholder will activate it and sign the back of the card.
2. Before any purchase is made, the cardholder should verify that the funds are available in his or her budget to cover the expense.
3. The cardholder must obtain a receipt for the purchase and include a brief description of the business purpose or the budget account code on the receipt. In the case of meals, each receipt should include the names of all persons involved in the purchase, in accordance with Internal Revenue Service regulations.
4. The receipt is to be submitted to the Administrative Services Officer within 24 hours of card use or immediately upon return from travel. Other arrangements may be made, upon the Administrative Services Officer's approval, to submit receipts monthly.
5. The Administrative Services Officer must review that all transactions on the monthly Statement of Account are appropriate and have all supporting documentation for each transaction. The Administrative Services Officer will match the receipts to the individual items and assign the appropriate accounting code. The statement along with a summary will be submitted to the Chief Program Officer for review and approval. Any items that do not have a receipt will be the personal responsibility of the cardholder (unless the expense is an authorized monthly deduction).
6. Should a charge be disputed or need to be reconciled, the Cardholder should make every attempt to resolve the problem directly with the merchant. If the issue cannot be resolved, then the bank where the card was issued should be contacted.
7. After reconciliation is complete, the Administrative Services Officer will process payment for purchases charged using the credit card in accordance with established GPT adopted rules and regulations.



Asian & Pacific Islander Americans in Historic Preservation

3rd Biennial National APIA Historic Preservation Forum

Guam Preservation Trust:

Addressing Historic Preservation with a Multi-Disciplinary Approach

The Guam Preservation Trust (GPT), a non-profit, public corporation has made many strides in advancing historic preservation on Guam and the Pacific region and continues to forge a pathway into developing stewardship and leadership in preservation for the next generation. GPT's innovative approach is nationally recognized with the National Trust for Historic Preservation Trustee's Award for Organizational Excellence. These tools are not new to preservation but our "outside-the-box" approach produces success stories.

OBJECTIVES:

- Participants will discover the many disciplines of preservation and how they contribute towards the advancement of preservation of historic sites and culture;
- Participants will ascertain creative approaches to harness resources towards successful preservation programs and projects;
- Participants will discuss strategies to develop the next generation's leaders and stewards of historic preservation with an appreciation for APIA perspectives.

FEASIBILITY STUDY FOR THE RECONSTRUCTION OF THE PALACIO DESIGN FEE PROPOSAL			
Phase 1			
	Architects Laguana, LLC	\$	14,800.00
	Guam Surveyor, LLC		25,000.00
	Mason Architects, Inc.		2,500.00
	SEARCH, Inc. ⁽¹⁾		-
	Geo-Engineering and Testing, Inc. ⁽²⁾		-
		\$	17,300.00
Phase 2			
	Architects Laguana, LLC	\$	34,400.00
	Dueñas, Camacho & Associates, Inc.		24,200.00
	Mason Architects, Inc.		1,500.00
	Belt Collins		4,500.00
	Rider Levett Bucknall		6,000.00
		\$	35,900.00
Phase 3			
	Architects Laguana, LLC	\$	36,900.00
	Belt Collins		2,600.00
	Englekirk Structural Engineers ⁽²⁾		3,000.00
	Bordallo Consulting Engineers ⁽²⁾		3,000.00
	EMCE Consulting Engineers ⁽²⁾		3,000.00
	Mason Architects, Inc.		1,000.00
	Rider Levett Bucknall		6,000.00
		\$	37,900.00
100% Submittal			
	Architects Laguana, LLC	\$	11,200.00
	Subtotal	\$	102,300.00
	GRT	\$	4,265.91
	GRAND TOTAL	\$	106,565.91

Notes:

(1) Per Archaeologist (David Defant, SEARCH, Inc.) recommendations, archaeology services will not be required during this feasibility study. Instead, the archaeological information for the feasibility study will be sourced from the book "The Archaeology of the Governor's Palace: Plaza de España, Agaña, Guam" by Mardith K. Schuetz, as recommended by Mr. DeFant.

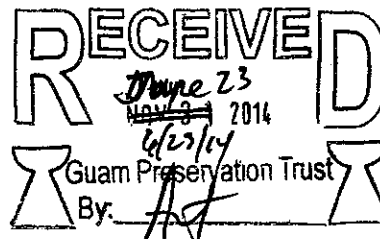
(2) Soils testing and report will be based on the final design (not to be determined during this project). For the feasibility study, soils information available from nearby projects and about the area in general will be provided in a narrative. There is no design fee for soils proposed at this time.

(3) Building engineering systems and components will be in the form of basis of design narratives.

ARCHITECTS LAGUAÑA, LLC
ARCHITECTURE • PLANNING • INTERIORS

June 23, 2014

Mr. Joseph E. Quinata, Chief Program Officer
Guam Preservation Trust
167 Padre Palomo Street
Hagåtña, Guam 96910



Re: DESIGN FEE PROPOSAL

Feasibility Study for the Reconstruction of the Palacio located at the Plaza de España, Hagåtña, Guam

Dear Joe,

We would like to take this opportunity to thank the selection committee for selecting our firm to take on this most important project in our capital city of Hagåtña.

As mentioned in our interview, the restoration of the Palacio and its environs will be a welcome addition to the current list of projects such as the Guam Museum currently under construction and the soon-to-be remodeled Guam Legislature building. Together, these projects will be the engine that drives the revitalization and restoration of prewar Hagåtña, which was vibrant, active, and teeming with government office activity and other commerce.

To that end we propose that our scope of work for the feasibility study be accomplished in three phases.

PHASE ONE:

1. **Research** and gather information to:
 - a. Define and document stakeholders' agreed upon development criteria and constraints.
 - b. Develop architectural scale drawings of the old prewar Palacio building and its siting within the Plaza. It would include floor plans, elevations, and sections.
 - c. Develop a detailed space program to determine what size and uses the footprint of the Palacio and its second level can comfortably accommodate. How will that footprint impact what exists there today? How will the rest of the surrounding Department of Administration (DOA) complex that exists today be impacted?
2. **Discuss** the plan for the surrounding areas within the historical block (using the Hagåtña Revitalization and Restoration and Master Plan as a starting point or reference) and how it will be developed as a cohesive complex for what we think should be the seat of our government. Through discussions with you and the stakeholders, obtain gross area requirements for all other agencies planned to be accommodated within the Plaza block.
3. **Survey** (topographic ground survey) the area to delineate the existing buildings, visible utilities, sidewalks, roads, pavements, driveways, structures, historical elements and the boundaries of the Palacio block. This would be the block bordered by West O'Brien Drive, Chalan Santo Papa, Aspinall Avenue and the roadway bordering the Cathedral and the Plaza De España on the northern end. The block between Aspinall Avenue and San Ignacio Way will also be included as it is and should be considered a part of the Palacio block.
4. **Locate** elements of historical significance so that they can be properly documented and indicated in the survey. Reference Mardith K. Schuetz's "The Archaeology of the Governor's Palace: Plaza de España, Agana, Guam".
5. Duration of Phase 1: 4 weeks.

PHASE TWO:

1. **Identify** codes and government development regulations that will impact the project. They include, but are not limited to the following:
 - a. Storm water disposal areas that will impact usable and developable land area, based on a conceptual drainage master plan that we will develop.
 - b. Water supply availability for domestic use as well as to meet fire protection requirements of the Guam Fire Department.
 - c. Flood zone requirements.
2. **Develop** three alternative schemes with character images that will each delineate a detailed plan of what the complex might be with the Palacio structure being the main focus accommodating the offices of the Governor. Other structures will be proposed to replace the currently abandoned DOA complex. These replacement structures would accommodate other Government of Guam agencies currently spread out in leased buildings outside of Hagåtña. Other compatible and complementary uses will be explored as well. Each detailed scheme will include space programming, and address parking, access, and traffic flow.
3. **Explore** in detail how best to construct the Palacio building itself.
 - a. What method of construction, hardened or original.
 - b. What character and what period.
 - c. At what cost.
4. **Select** the most viable alternative or a combination thereof for further development.
5. Duration of Phase 2: 6 weeks.

PHASE THREE:

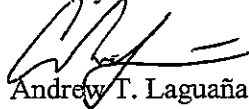
1. **Develop** in more detail the selected master plan for the complex.
2. **Delineate** and provide:
 - a. Program building area and uses.
 - b. Detail character drawings/ images of the buildings, and landscape images of outdoor public open spaces of the two street blocks.
 - c. Estimates in ROM costs for construction, design, and other identified miscellaneous soft costs.
 - d. Assess what funding and financing sources are viable and readily available.
 - e. What project delivery methods are available to move the project forward.
 - f. Narratives for engineering systems.
3. Duration of Phase 3: 6 weeks.

100% SUBMITTAL:

1. Duration: 4 weeks, for a total project duration of 20 weeks.

We are prepared to meet and discuss our proposed design approach with you at your earliest convenience. Attached please find the detailed design fee proposal, broken down by phase, as well as a project team organizational chart.

Thank you and Si Yu'os ma'ase,



Andrew T. Laguafña, FAIA
Principal

Attachments: (1) Design Fee Proposal; (2) Team Organizational Chart

FEASIBILITY STUDY FOR THE RECONSTRUCTION OF THE PALACIO DESIGN FEE PROPOSAL			
Phase 1			
	Architects Laguana, LLC	\$	14,800.00
	Guam Surveyor, LLC		25,000.00
	Mason Architects, Inc.		2,500.00
	SEARCH, Inc. ⁽¹⁾		-
	Geo-Engineering and Testing, Inc. ⁽²⁾		-
		\$	17,300.00
Phase 2			
	Architects Laguana, LLC	\$	34,400.00
	Dueñas, Camacho & Associates, Inc.		24,200.00
	Mason Architects, Inc.		1,500.00
	Belt Collins		4,500.00
	Rider Levett Bucknall		6,000.00
		\$	35,900.00
Phase 3			
	Architects Laguana, LLC	\$	36,900.00
	Belt Collins		2,600.00
	Englekirk Structural Engineers ⁽³⁾		3,000.00
	Bordallo Consulting Engineers ⁽³⁾		3,000.00
	EMCE Consulting Engineers ⁽³⁾		3,000.00
	Mason Architects, Inc.		1,000.00
	Rider Levett Bucknall		6,000.00
		\$	37,900.00
100% Submittal			
	Architects Laguana, LLC	\$	11,200.00
	Subtotal	\$	102,300.00
	GRT	\$	4,265.91
	GRAND TOTAL	\$	106,565.91

Notes:

(1) Per Archaeologist (David Defant, SEARCH, Inc.) recommendations, archaeology services will not be required during this feasibility study. Instead, the archaeological information for the feasibility study will be sourced from the book "The Archaeology of the Governor's Palace: Plaza de España, Agana, Guam" by Mardith K. Schuetz, as recommended by Mr. DeFant.

(2) Soils testing and report will be based on the final design (not to be determined during this project). For the feasibility study, soils information available from nearby projects and about the area in general will be provided in a narrative. There is no design fee for soils proposed at this time.

(3) ~~Building engineering systems and components will be in the form of basis of design narratives.~~

**FEASIBILITY STUDY FOR THE RECONSTRUCTION OF THE PALACIO
DESIGN FEE PROPOSAL**

Phase 1

Architects Laguana, LLC	\$	14,800.00
Guam Surveyor, LLC		25,000.00
Mason Architects, Inc.		2,500.00
SEARCH, Inc. ⁽¹⁾		-
Geo-Engineering and Testing, Inc. ⁽²⁾		-
	\$	42,300.00

Phase 2

Architects Laguana, LLC	\$	38,400.00
Dueñas, Camacho & Associates, Inc.		24,200.00
Mason Architects, Inc.		1,500.00
Belt Collins		4,500.00
Rider Levett Bucknall		6,000.00
	\$	74,600.00

Phase 3

Architects Laguana, LLC	\$	40,900.00
Belt Collins		2,600.00
Englekirk Structural Engineers ⁽³⁾		3,000.00
Bordallo Consulting Engineers ⁽³⁾		3,000.00
EMCE Consulting Engineers ⁽³⁾		3,000.00
Mason Architects, Inc.		1,000.00
Rider Levett Bucknall		6,000.00
	\$	59,500.00

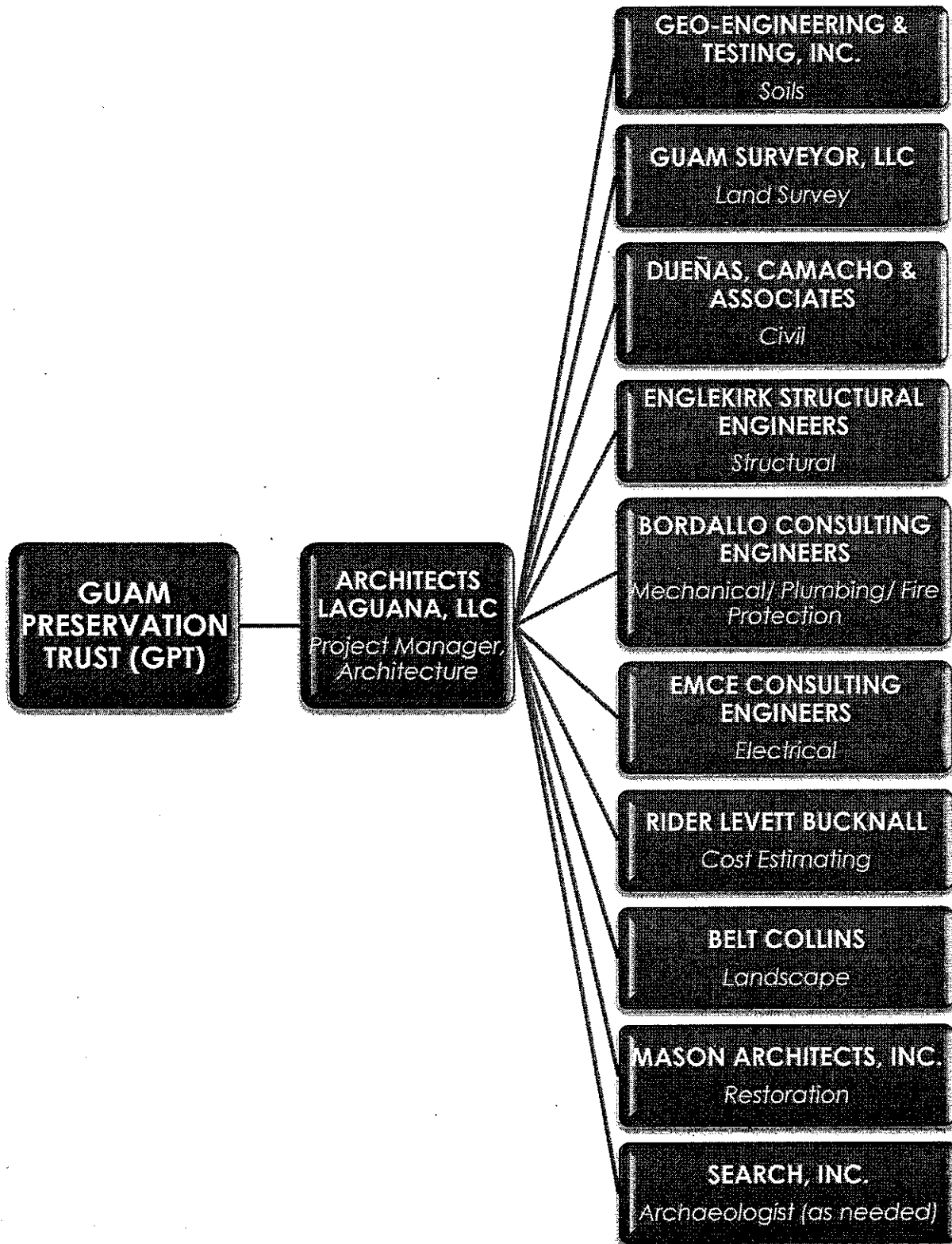
100% Submittal

Architects Laguana, LLC	\$	11,200.00
Subtotal	\$	187,600.00
GRT	\$	7,822.92
GRAND TOTAL	\$	195,422.92

Notes:

- (1) Per Archaeologist (David Defant, SEARCH, Inc.) recommendations, archaeology services will not be required during this feasibility study. Instead, the archaeological information for the feasibility study will be sourced from the book "The Archaeology of the Governor's Palace: Plaza de España, Agana, Guam" by Mardith K. Schuetz, as recommended by Mr. DeFant.
- (2) Soils testing and report will be based on the final design (not to be determined during this project). For the feasibility study, soils information available from nearby projects and about the area in general will be provided in a narrative. There is no design fee for soils proposed at this time.
- (3) Building engineering systems and components will be in the form of basis-of-design narratives.

FEASIBILITY STUDY FOR THE RECONSTRUCTION OF THE PALACIO
TEAM ORGANIZATIONAL CHART



GUAM PRESERVATION TRUST ACCOUNTING SUMMARY

For Period Ending: July 31, 2014

CURRENT FUNDS AVAILABLE			\$ 7,163,635.30
Bank of Guam Trust	\$ 102,694.11	6/30/2014	
TD Ameritrade	\$ 0.23	7/31/2014	
Merrill Lynch	\$ 2,144,546.27	7/31/2014	
Raymond James	\$ 1,884,547.69	7/31/2014	
Trade PMR	\$ 2,116,118.26	7/31/2014	
Bank of Guam Checking	\$ 915,728.74	7/31/2014	
Total	\$ 7,163,635.30		

ADMIN & OPERATIONS	BOARD APPROVED	YTD EXPENSE	BALANCE
	\$ 523,351.85	\$ 360,113.80	\$ 163,238.05

BOARD FUNDED INITIATIVES			
Public Awareness	\$ 5,000.00	\$ 4,554.00	\$ 446.00
Fund Development Plan	\$ 5,125.00	\$ -	\$ 5,125.00
5 Year Strategic Plan	\$ 12,250.00	\$ 2,530.75	\$ 9,719.25
Taleyfak Interpretive Signage	\$ 10,000.00	\$ 1,785.00	\$ 8,215.00
DPW/FHWY MOA	\$ 14,999.00	\$ 14,999.00	\$ -
Sumay Book Project	\$ 18,162.00	\$ 18,162.00	\$ -
Antantano Property	\$ 20,000.00	\$ 10,171.70	\$ 9,828.30
Chamorro Hands In Unity Links	\$ 5,000.00	\$ 5,000.00	\$ -
Humatak Foundation	\$ 15,000.00	\$ 15,000.00	\$ -
Pacific Heritage Youth Summit	\$ 60,498.00	\$ 43,728.63	\$ 16,769.37
Gu Micronesian Island Fair	\$ 5,000.00	\$ 5,000.00	\$ -
Plaza De Espana/GEDA MOU	\$ 110,212.00	\$ 60,000.00	\$ 50,212.00
Rosario House Purchase	\$ 163,884.00	\$ 163,884.00	\$ -
Nat'l History Day	\$ 30,000.00	\$ 55,860.65	\$ 782.64
CPO Airfare/Per Diem	\$ 3,119.29		
Partners/Sponsorship	\$ 23,524.00		
Website Development	\$ 4,500.00	\$ 2,250.00	\$ 2,250.00
MEHP-DPR	\$ 3,000.00	\$ 2,815.00	\$ 185.00
Dinaña Minagof	\$ 1,000.00	\$ 1,000.00	\$ -
SUBTOTAL	\$ 510,273.29	\$ 406,740.73	\$ 103,532.56

ETHNOGRAPHY & ORAL HISTORY			
Amot Hunters	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
SUBTOTAL	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00

REPAIR, REHABILITATION, RESTORATION AND RENOVATION			
Ft. Soledad	\$ 8,000.00	\$ 5,950.00	\$ 2,050.00
GVB funds (\$8,000.00)	\$ 8,000.00	\$ -	\$ 8,000.00
Lujan House (construction)	\$ 697,700.00	\$ 806,524.92	\$ 10,080.34
Change Orders 1-5	\$ 40,831.40		
Change Order 6-12	\$ 29,306.55		
Change Order 13	\$ 2,625.08		
Change Order 14	\$ 15,157.52		
Change Order 15	\$ 20,500.00		
Change Order	\$ 10,484.71		
Taleyfac Bridge	\$ 606,198.21	\$ 540,631.69	\$ 65,566.52
Motion 8/4/10	\$ 80,000.00	\$ -	\$ 80,000.00
SUBTOTAL	\$ 1,518,803.47	\$ 1,353,106.61	\$ 165,696.86

ARCHAEOLOGY RESEARCH			
MARC Year 1 **	\$ 127,622.00	\$ 127,429.16	\$ 192.84
MARC Year 2	\$ 140,240.00	\$ 127,858.41	\$ 12,381.59
MARC Program Year 2, **	\$ 25,000.00	\$ 24,958.26	\$ 41.74
MARC HSR Course Year 2	\$ 25,000.00	\$ 20,000.00	\$ 5,000.00
MARC Year 3	\$ 75,000.00	\$ 54,678.21	\$ 20,321.79
Mahlac & Litekeyan Pictogr II	\$ 5,000.00	\$ 3,932.25	\$ 1,067.75
Mahlac & Litekeyan Pictogr III	\$ 5,000.00	\$ 5,000.00	\$ -
Anthony Camacho Archeo	\$ 2,500.00	\$ 1,500.00	\$ 1,000.00
SUBTOTAL	\$ 405,362.00	\$ 365,356.29	\$ 40,005.71

PUBLIC INTERPRETATION & PRESENTATION			
Navigating Cult Values Film	\$ 5,000.00	\$ 4,966.71	\$ 33.29
G.Flores Building Museum	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
TASA	\$ 5,000.00	\$ -	\$ 5,000.00
Pagat, Haputo, Hilaan	\$ 5,000.00	\$ 4,500.00	\$ 500.00
I Know Guam (PBS)	\$ 5,000.00	\$ 5,000.00	\$ -
Leblon Amot Famaguon	\$ 5,000.00	\$ 5,000.00	\$ -

Public Interpretation & Presentation (Continued)

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Amot Famalaoan	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Para Hinemlo	\$ 5,000.00	\$ 5,000.00	\$ -
Case Study of Suruhana/u	\$ 5,000.00	\$ 5,000.00	\$ -
Promote Cult Heritage Sites Film	\$ 5,000.00	\$ 5,000.00	\$ -
Seabee Marine Park Concept	\$ 5,000.00	\$ 5,000.00	\$ -

MARC - Ritidian Story	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Guampedia:Historic Structures	\$ 5,000.00	\$ 5,000.00	\$ -
SUBTOTAL	\$ 65,000.00	\$ 55,716.71	\$ 9,283.29

ARCHIVAL RESEARCH			
Inventory & Cataloging - Museum (DCA)	\$ 69,400.00	\$ 101,290.90	\$ 4,682.51
DCA Amendment 9/10/08	\$ 36,573.41		
SUBTOTAL	\$ 105,973.41	\$ 101,290.90	\$ 4,682.51

ARCHITECTURAL RESEARCH			
Plaza de Espana (Assessment)	\$ 37,480.00	\$ 37,480.00	\$ -
Amend 5/11 HSR for Palasio	\$ 18,627.00	\$ 31,239.14	\$ 3,633.00
Increase Amendment	\$ 23,590.00	\$ 7,344.86	
Guam Legislature (HSR & A/E)	\$ 220,000.00	\$ 424,575.00	\$ 4,475.00
LEED	\$ 42,000.00		
Amendment-Expansion	\$ 161,000.00		
LEED - Additional 2010 fee	\$ 1,500.00		
Soil Testing	\$ 3,000.00		
Perk Testing	\$ 800.00		
Water Flow Testing	\$ 750.00		
Inalahan Revitalization Plan	\$ 59,800.00	\$ 44,850.00	\$ 14,950.00
FQ Sanchez Facility Assessmnt	\$ 64,017.99	\$ -	\$ 64,017.99
3 Historic Homes (Juan Flores,	\$ 215,571.76	\$ 66,542.00	\$ 149,029.76
Addendum (Meno House)	\$ 66,656.21	\$ -	\$ 66,656.21
SUBTOTAL	\$ 914,792.96	\$ 612,031.00	\$ 302,761.96

Historic Property Document- ation & Register			
Judiciary of Guam	\$ 5,000.00	\$ 3,750.00	\$ 1,250.00
Chagui'an Massacre Site	\$ 18,558.00	\$ -	\$ 18,558.00
SUBTOTAL	\$ 23,558.00	\$ 3,750.00	\$ 19,808.00
TOTAL OBLIGATED FUNDS	\$ 4,072,114.98	\$ 3,261,856.04	\$ 810,258.94
TOTAL UNOBLIGATED FUND			\$ 6,353,376.36

GUAM PRESERVATION TRUST

Projects & Program Summary

For Period Ending: July 31, 2014

Historic Property Documentation and Register Nomination

PROJECT NAME	APPLICANT	DATE APPROVED	AMOUNT APPROPRIATED	MILESTONES
Former U.S. District Court Register Nomination (JQ)	Judiciary of Guam	06/19/2013	\$5,000.00	<ul style="list-style-type: none"> Nomination Form have been completed and sent to SHPO's Office.
Chagui'an Massacre Site Nomination (AR)	GPT	02/13/14	\$18,558.00	<ul style="list-style-type: none"> Project ongoing
Manenggon Concentration Camp (AR)	GPT	05/15/14	\$39,412.00	<ul style="list-style-type: none"> Project ongoing

Repair, Restoration or Renovation of Historic Buildings and Structures

PROJECT NAME	APPLICANT	DATE APPROVED	AMOUNT APPROPRIATED	MILESTONES
Taleyfak Bridge, Agat (JQ)	Department of Parks & Recreation & Agat Mayor IARII (Archaeological Services)	11/2009 08/2010 01/2012	\$606,198.21 \$ 80,000.00 \$ 4,854.00 \$ 23,721.90	<ul style="list-style-type: none"> Building Permit Issued 1/12/12 Notice to Proceed issued 3/12/12 Groundbreaking Ceremony 4/2012 Final inspection and punch list 4/12/13 Ribbon Cutting Ceremony May 23, 2013 Final Project Report pending final liquidation adjustments.
Lujan House, Hagåtña (JQ)	Department of Parks and Recreation	11/2005	\$806,120.55	<ul style="list-style-type: none"> Interpretive Signage completed. GPT Board approved Change Order to varnish exterior wood. Notice to Proceed was issued. Project completed.

Architectural Research

PROJECT NAME	APPLICANT	DATE APPROVED	AMOUNT APPROPRIATED	MILESTONES
Inarajan Historic District	American Institute of	10/2010	\$59,808.00	<ul style="list-style-type: none"> Final draft reviewed by GPT, Mayor's

Revitalization Plan (JQ)	Architects, Micronesia Chapter			Office, and Historic Inalahan Foundation. Comments submitted to AIA. <ul style="list-style-type: none"> • Final plan submitted February, 2014. • Presentation to the new Mayor and council members pending date by Mayor's Office.
Inarajan Homes (4) – A/E Design (AT)	Provido, Tan, Jones Architects	08/2013	\$215,571.76	<ul style="list-style-type: none"> • Notice to Proceed was awarded September, 2013. • 30% Submittal approved by Architect Committee. • Meeting scheduled with homeowners to present the submittals approved by GPT. • A/E design ongoing with 60% submittal currently being reviewed. • Amendment to include Meno House for A/E Design. • 90% for initial three (3) homes to be submitted by week of June 8. Meno House awaiting 60% submittal. • 90% for all 4 homes submitted to be reviewed by Architecture Committee
F. Q. Sanchez School – Structural Assessment & Historic Structures Report (NC)	DCA (Duenas, Camacho & Associates)	08/2013	\$ 64,017.99	<ul style="list-style-type: none"> • Notice to Proceed awarded September, 2013 (Structural Assessment) • Contract amended to include Historic Structures Report (HSR). • Draft Structural Assessment Report and HSR submitted to Architecture Committee for final review. • HSR was approved by Board in May 2014, with the condition to solicit the Umatac Community's input • Umatac Community Meeting held in May 2014 to discuss the HSR. Community agreed with HSR recommendations.
Guam Legislature Building, Hagatña (Architectural/Engineering Design) (AR)	29th Guam Legislature	01/2008	\$429,050.00	<ul style="list-style-type: none"> • 100% A/E Design completed • A/E Design sent to permitting agencies and is currently at DPR under review. • Funding from Legislature for their portion of the project has been signed to law and

				<p>MOA and other bank documents are being reviewed for signature.</p> <ul style="list-style-type: none"> Bank documents are currently being sent for required signatories (AG Office, Gov. Office, etc.). MOA signed on July 14, 2014. NTP issued to RNK to proceed with Construction Administration.
<p>Plaza de España, Hagåtña - Azotea, Chocolate House, Garden House, pillars and walls (Structural Assessment and Historic Structures Report) (AT)</p>	29th Guam Legislature	<p>5/2008 (DBA) 5/2010(MARC) 5/2011(DCA) 3/2012(DCA)</p>	<p>\$37,480.00 \$25,000.00 \$18,627.00 \$23,590.00</p>	<ul style="list-style-type: none"> Structural Assessment completed; Historic Structures Report completed; Addendum – Palacio HSR completed; GEDA/RW Armstrong administering A/E Design/Built Contract. GPT Board approved to fund GEDA request for archaeological support, lighting, removal of the monkey pod tree, and landscaping plan, with conditions. Project on hold pending requirements from GEDA. Ribbon Cutting Ceremony held on 12/30/14. Enterprise Proposal given to Guam Legislature/Vince Arriola in February for review. Awaiting response. RFP for statement of qualifications to conduct feasibility study completed. Andy Laguana selected.
<p>Atantano Property Assessment (AR)</p>	GPT Board Initiative	11/25/13	\$4,700.00	<ul style="list-style-type: none"> Property has been transferred and appraisal is ongoing.

Public Interpretation and Presentation

PROJECT NAME	APPLICANT	DATE APPROVED	AMOUNT APPROPRIATED	MILESTONES
George Flores Building Museum (JQ)	Judy Flores	8/2011	\$5,000.00	<ul style="list-style-type: none"> Project ongoing.
Canoe House (JQ)	TASA	2/2012	\$5,000.00	<ul style="list-style-type: none"> Project is ongoing and additional funding is being provided by the government

				(GVB).
I Know Guam (JQ)	PBS	3/14/2013	\$5,000.00	<ul style="list-style-type: none"> • Copies of the segments were submitted to GPT office. • Awaiting final report.
Navigating Guam's Cultural Values (JQ)	Laura Biggs/UOG	8/2011	\$5,000.00	<ul style="list-style-type: none"> • Project is completed.
Leblon Amot Famagu'on (JQ)	Ursula Herrero	3/14/2013	\$5,000.00	<ul style="list-style-type: none"> • Project completed. Received sample copy of booklets.
Amot Famalaoan (JQ)	Moneka De Oro	3/14/2013	\$5,000.00	<ul style="list-style-type: none"> • Project completed. Received sample copy of booklets.
Para Hinemlo (JQ)	Haya Foundation	3/14/2013	\$5,000.00	<ul style="list-style-type: none"> • Project completed. Received sample copy of booklets.
Case Study of Suruhana (JQ)	Tricia Lizama	3/14/2013	\$5,000.00	<ul style="list-style-type: none"> • Project Completed
Promote Cultural Heritage Sites Film (JQ)	Rick Pettigrew	3/14/2013	\$5,000.00	<ul style="list-style-type: none"> • Project Completed
Ritidian Story: An Illustrated History of Ancient life & Landscape at Ritidian (JQ)	Monique Storie and Mike Carson (MARC)	06/2013	\$5,000.00	<ul style="list-style-type: none"> • Grant Agreement signed and project is ongoing.
Guam Historic Structures (JQ)	Guampedia	03/14/2013	\$5,000.00	<ul style="list-style-type: none"> • Project Completed
Amot Hunters (JQ)	Ian Catling	11/25/13	\$5,000.00	<ul style="list-style-type: none"> • Grant Agreement signed and project is ongoing.
Sumay: Rikuetdo Para I Famaguon'ta (JQ)	GPT Board Initiative/Santa Rita Community	11/25/13	\$20,000.00	<ul style="list-style-type: none"> • Project completed.

Ethnography and Oral History

PROJECT NAME	APPLICANT	DATE APPROVED	AMOUNT APPROPRIATED	MILESTONES
Pagat, Haputo, and Hila'an Ethnographic Film (JQ)	Jeannae Rayes Flores & Michael Bevacqua	3/2012 Ext Date: 7/15/14	\$5,000.00	<ul style="list-style-type: none"> • Final report and film production is on its final editing and a request for no-cost extension has been approved.

Archaeological Research

PROJECT NAME	APPLICANT	DATE APPROVED	AMOUNT APPROPRIATED	MILESTONES
MARC Year Three MOU	MARC, UOG	8/2010	75,000.00	<ul style="list-style-type: none"> Project pending final report.

Archival Research

Project Name	APPLICANT	DATE APPROVED	AMOUNT APPROPRIATED	MILESTONES
Preservation, Inventory & Cataloging of Guam Collection (JQ)	Guam Museum, Department of Chamorro Affairs	1/2007 Amendment 8/2008	\$105,973.41	<ul style="list-style-type: none"> Project is completed and final report is pending.

Miscellaneous

PROJECT NAME	APPLICANT	DATE APPROVED	AMOUNT APPROPRIATED	MILESTONES
GPT Five-Year Strategic Plan	GPT	4/2013	\$12,250.00	<ul style="list-style-type: none"> Project completed.
FHWA/DPW MOA (JQ)	FHWA/DPW	6/2013	\$14,999.00	<ul style="list-style-type: none"> Project completed
Taleyfak Interpretive Signage	DPW/GPT	4/2013	\$10,000.00	<ul style="list-style-type: none"> Project ongoing
Humåtak Heritage Walking Tour/Discovery Day	GPT/Humåtak Community Foundation/GVB	02/13/14	\$15,000.00	<ul style="list-style-type: none"> Project completed
Pacific Heritage Youth Summit (NC)	GPT/NPS/GVB/Nature Conservancy	02/13/14	\$20,000.00	<ul style="list-style-type: none"> Summit completed on July 16, 2014 Wrap-Up Session conducted on July 25, 2014- in attendance Summit partners
Atantano Unveiling Presentation	GPT	02/13/14	\$20,000.00	<ul style="list-style-type: none"> Completed March 7, 2014