



BUREAU OF BUDGET & MANAGEMENT RESEARCH

OFFICE OF THE GOVERNOR
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EDDIE BAZA CALVO
GOVERNOR

LESTER L. CARLSON JR.
ACTING DIRECTOR

RAY TENORIO
LIEUTENANT GOVERNOR

BUDGET CERTIFICATION

The Bureau of Budget and Management Research hereby certifies and approves the budget request for Fiscal Year 2019 herewith attached for:

DEPARTMENT OF CHAMORRO AFFAIRS (GUAM PUBLIC LIBRARY SYSTEMS)

The Bureau further attests that all efforts were made in the review process to ensure the accuracy and compliance with the Governor's approved budget ceiling. It should be noted however, that the above mentioned entity is ultimately responsible for the accuracy and justification of their budget request and any submission outside of the certified submission is neither approved nor sanctioned by the Bureau of Budget and Management Research.


LESTER L. CARLSON JR.

Date: MAR 26 2018

**Government of Guam
Fiscal Year 2019**

Agency Budget Certification

Agency: DCA / Guam Public Library System

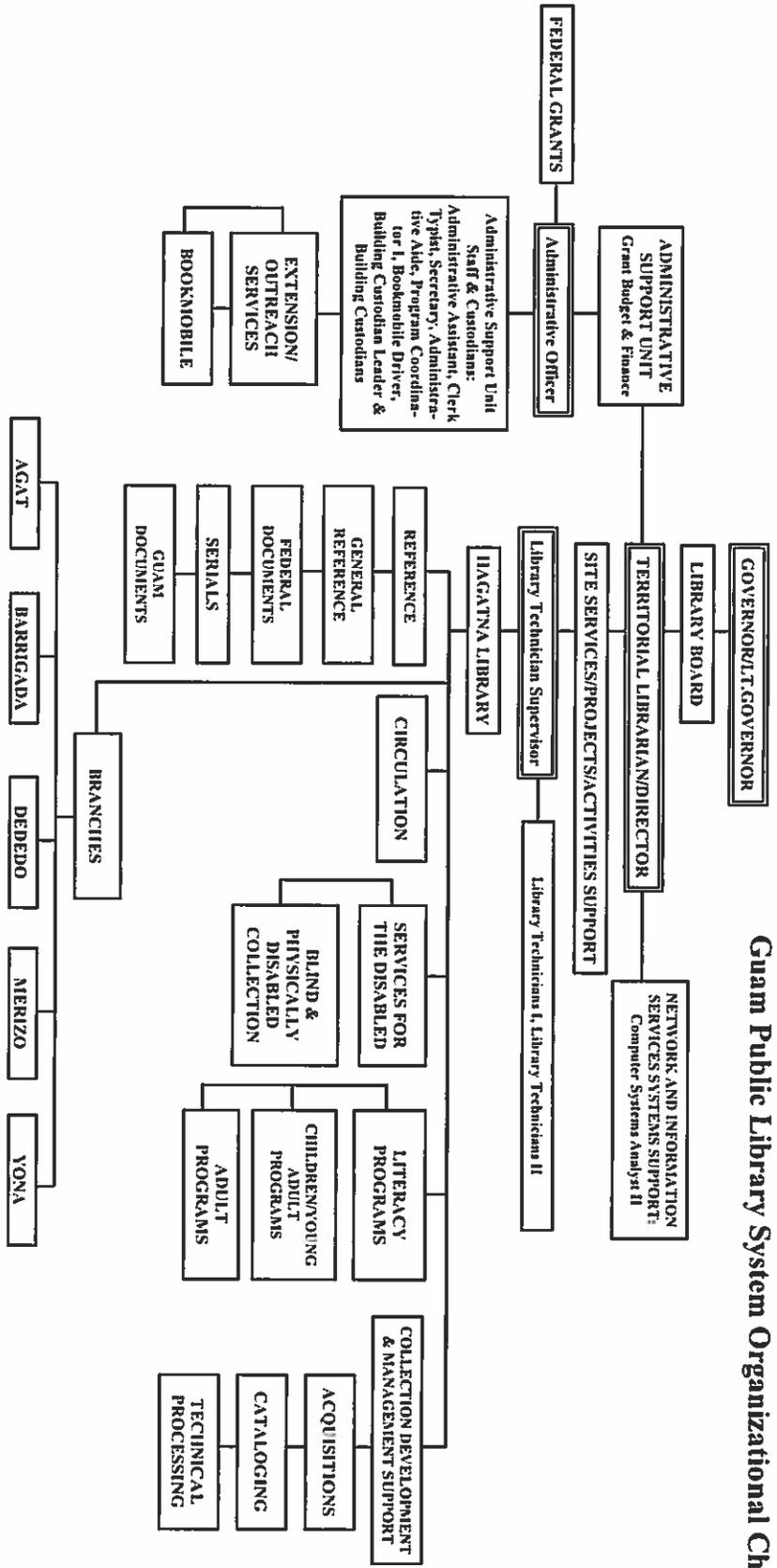
Agency Head: Johnny Guevara Sablan, President, DCA

I certify that the attached budget, submitted herewith, has been reviewed for accuracy and that all requirements by the Bureau of Budget & Management Research (BBMR) have been met. I also acknowledge that this budget document will be returned to this department if any of the **BBMR requirements** is not met and/or if there are **inaccuracies** contained therein.

Agency Head:  Date: 02-19-18
ds Johnny Guevara Sablan
(Signature)

ORIGINAL

Guam Public Library System Organizational Chart



**Government of Guam
Fiscal Year 2019 Budget
Department / Agency Narrative**

FUNCTION: Public Education

DEPT. / AGENCY: Guam Public Library System

MISSION STATEMENT:

Although the Guam Public Library System has one (1) program, it consists of five (5) support divisions as follows:

A. Administrative Support

1. Office Management
2. Financial Management
3. Personnel Management
4. Grants Management
5. Bookmobile / GPLS Government Officials (Van or Pick Up Truck)

B. Reference

1. Reference
2. Guam Material
3. Archival Material
4. Federal Government Library Programs

C. Technical Processing

1. Selection and Acquisition
2. Classification and Cataloging
3. Maintenance

D. Library Services

1. Circulation Control
2. Library Assistance
3. Collection
4. Library Programs
5. Inter-Library Loan

E. Network and Information

1. Maintains the local area networks (LANS) in Hagatna, Dededo, Agat, Barrigada, Merizo, and Yona Libraries.

ORIGINAL

2. Uses the library management software “Horizon Sunrise System” developed by Epixtech with the following models:

Cataloging, Circulation, Serials, Reference, Acquisition, PAC (Public Access Catalog)

Staff PAC
Internet PAC
PAC for Windows

3. Archives/retrieving of Guam Collection documents using Alchemy Gold and Cannon Microfilm imaging systems; setup and maintenance of these databases.
4. Maintains patrons and staff Internet and email access. Responsible for maintaining an Internet Proxy Server using Win Proxy.
5. Maintains a CD/DVD Server; image creation, caching and providing access to users on the network.
6. Maintains Computer Operations jobs that are scheduled and executed on a daily basis, and Off-site Backup/Recovery Systems.
7. Attends weekly training on current and new library technologies.
8. Installs and configures new computer hardware and software.

Serving Guam residents since 1949, our Mission is to provide free and open access to information and ideas fundamental to a democracy. The library system will protect intellectual freedom, promote literacy, encourage lifelong learning, and maintain cultural materials.

To implement the automation of the Guam Public Library System.

To supervise the operation of the department’s legal mandates.

To develop an effective system of operation toward high performance standards in order to promote better and satisfactory services to the general public.

Maintain the authority: Executive Secretary, Guam Public Library System (Title 5 GCA, Chapter 3, Section 3122).

To ensure an effective management regulation and control of developments determined to be in the public interest for its continued social economic welfare.

ORIGINAL

GOALS AND OBJECTIVES:

1. Management and Leadership
2. General Administration and Operation

To provide management function and leadership to department staff with the efficient engagement of the department staff along with the department's financial facilities and physical resources to accomplish directed and authorized programs, projects and services. Approves, directs and oversees the department's operations, fiscal and property accountability.

1. Seek to understand the information, educational, and recreational needs of all the people of Guam in accordance with the American Library Association Library Bill of Rights, Freedom to Read, and Freedom to view statements with the limits imposed by budget and space;
2. Extend library resources into the community to assist individuals and groups with special needs.
3. Work cooperatively with other island libraries in providing information to the public;
4. Pursue opportunities through new technologies to deliver information more quickly and efficiently;
5. Provide general administrative and operational function to the department's programs;
6. Provide the department's financial resources to accomplish directed and authorized programs;
7. Provide for facilities maintenance support;
8. Provide personnel support; and
9. Provide fiscal and property accountability of the department's assets.

ORIGINAL

**Decision Package
FY 2019**

Department/Agency: DCA / Guam Public Library System

Division/Section: GPLS

Program Title: Public Education

Activity Description: **The Public Service Program consists of five (5) support sections to carry out the mission and goals of the Guam Public Library System.**

(see attachment)

Major Objective(s): **Increase public understanding and awareness of library services and programs through multi-lingual information dissemination. Update all collections through acquisitions. Based on patron services, meet the target of 100% patron satisfaction.**

Short-term Goals: **Hire librarians to adequately staff the main branch and five (5) branch libraries throughout the island.**

Continue technology enhancement through computers, CD-ROMS, and the Internet.

Workload Output			
Workload Indicator:	FY 2017 Level of Accomplishment	FY 2018 Anticipated Level	FY 2019 Projected Level
Registered Patrons	1,244	1,200	1,300
Circulation	39,928	35,100	40,000
Walk-in Patrons	81,582	73,000	81,600
Internet Users	17,245	26,000	17,300
Computer Users	18,376	14,000	18,400
Books Processed	5,340	2,100	4,000

ORIGINAL

GUAM PUBLIC LIBRARY SYSTEM

Program: **Public Education**

Although the Guam Public Library System has one (1) program, it consists of five (5) support divisions as follows:

A. Administration

1. Office Management

- Office Policies and Procedures
- Employees and Board Manual
- Records and Files
- Correspondence
- Board Minutes
- Equipment and Supplies
- Library Maintenance

2. Financial Management

- Budget
- Program Evaluation and Monitoring
- Requisitioning
- Reports
- Replacements

3. Personnel Management

- Rules and Regulations
- Payroll
- Leaves
- Staffing
- Affirmative Action Program

4. Grants Management

- Institute of Museum and Library Services (IMLS)
- Department of Interior (DOI)

B. Reference

1. Reference

- In-person patron request
- Telephone requests

ORIGINAL

Attachment to BBMR DP-1

- Selection of reference collection
- Discarding or weeding material from collection
- Re-cataloging and reorganizing of references
- Reference guide
- Email request
- Facsimile received from on-island and off-island

1. Guam Material

- Managing vertical file holdings
- Establishing index and master subject heading
- Organizing books, reports and legislative materials
- Updating vertical file holding clipping of substantial events in newspaper
- Preserve documents, manuscripts and photographs through proper treatment and storage

1. Archival Material

- Collect, arrange and classify public archives
- Preserve documents, manuscripts and photographs through proper treatment and storage
- Conduct and maintain current inventories
- File documents for use of government employees and the general public
- Reproduce, publish and exhibit documents and manuscripts
- Accept donations and issue receipts
- Establish rules and regulations relative to public archives
- Prepare guides for access to documents and manuscripts

C. **Technical Processing**

1. Selection and Acquisition

- Formulating policies
- Selection of special material
- Selection of books and non-book library material

2. Classification and Cataloging

- Dewey Decimal System of Classification
- Descriptive cataloging
- Bibliography searching
- Accessioning collection
- Preparation of shelf-list cards
- On-line computerization

3. Maintenance

- Repairing and replacement
- Shelf reading
- Weeding and surveying
- Inventory

D. Library Services

1. Circulation Control

- Patron registration
- Charging and discharging material
- Retrieval of overdue material
- Reserve book request
- Record Management
- Overdue fines

2. Library Assistance

- Provide guidance in the selection of material
- Provide instruction in library use
- Interlibrary loan and resource sharing
- Reference assistance and research
- Duplicating services
- General Information

3. Collection

- Fiction and non-fiction adult and juvenile collection
- Government documents
- Audio visual collection
- Periodical collection
- Services to the blind and hearing impairment
- Services for the elderly
- Maintenance of collection, weeding, surveying and inventory
- Publishing and binding

4. Library Programs

- Library tours
- Film program
- Summer Reading Program
- Library presentation / promotions

5. Extension Library Services

- Branch libraries
- Bookmobile
- Institutions
- Departmental technical assistance

E. Network and Information System Support

Description:

1. Maintains the local area networks (LANS) in Hagatna, Dededo, Agat, Barrigada, Merizo, and Yona Libraries.
2. Uses the library management system software "Horizon Sunrise System" developed by Epixtech with the following models:

Cataloging, Circulation, Serials, Reference, Acquisitions, PAC (Public Access Catalog)

- Staff PAC
 - Internet PAC
 - PAC for Windows
3. Archives/retrieves Guam Collection documents using Alchemy Gold and Cannon Microfilm imaging systems; sets up and maintains these databases.
 4. Maintains patron and staff Internet and e-mail access. Maintains Internet Proxy Server using Win Proxy.
 5. Maintains a CD/DVD Server: image creation, caching, and providing access to users on the network.
 6. Responsible for computer operations jobs that are scheduled and executed on a daily basis, and offsite Backup/Recovery Systems
 7. Attends training on current and new library technologies.
 8. Installs and configures new computer hardware and software.

ORIGINAL

FY 2018 Program Priority Statement

Program: Saturday Morning Story Time – Main library

Activity: A two (2) hour weekly program consisting of reading aloud stories and poems to school age children. Readings are followed by arts and crafts activities.

Mission: To promote the enjoyment of reading for children in the elementary school years.

Program: Weekday Toddler Story Time – Branch libraries

Activity: A one and one-half (1-1/2) hour weekday program consisting of reading aloud stories and poems to toddlers or pre-school children. Readings are followed by arts and crafts activities.

Mission: Newly implemented in 2008 to supplement the demand of the Saturday Story Hour and to promote the enjoyment of reading for children at an early age before school years. This literacy program goes beyond the Main Library in Hagåtña. At least one day a week at the Agat, Barrigada, Dededo, Merizo, and Yona branch libraries.

Program: Homebound Service – Island-wide

Activity: A newly implemented free home delivery service of library materials to individuals with disabilities in the form of books, non-books, and “Talking Book” tapes, including Braille materials.

Mission: Guam is a Subregional Library for the National Library Service for the Blind and Physically Handicapped (NLS) (website: <http://www.loc.gov/nls>). GPLS provides “homebound” delivery service to individuals with disabilities. Individuals with a temporary or permanent disability which prevents them from reading conventional printed materials, because of a visual, physical, or reading disability.

Program: Summer Reading Program – Main library

Activity: A six (6) week program consisting of various reading activities, projects and presentations to motivate children to read during the summer months.

Mission: To promote the enjoyment of recreational reading.

Program: National Library Week – Island-wide

Activity: A nationwide campaign which focuses the public’s attention on various services offered by the libraries. Activities include special storytelling, library tours, library card sign-up, and sponsoring contests which promote literacy.

Mission: To inform the public about the value of libraries as an information resource, the different services and programs libraries offer as well as to promote library use and support.

Program: School Tours and Bookmobile Tours – All libraries

Activity: Introduces school age children to the various programs and services offered by the public libraries. In addition, an orientation is given regarding the use of library materials followed by the distribution of library card applications.

Mission: To familiarize school age children and senior citizens with the public libraries and the many services they offer and to promote library use.

Program: Special Events – All libraries

Activity: Several times throughout the year, the public libraries host special programs such as lectures, art and cultural exhibits, films and craft presentation.

Mission: To allow people from all age groups to come together and share their ideas and interests.

Program: Read Across America (Dr. Seuss's Birthday)

Activity: This is an annual event celebrated in March. GPLS takes part in the National Education Association's (NEA) Read Across America to encourage children to read. This event's main purpose is to also celebrate the children's author, Dr. Seuss on his birthday, and to promote reading.

All over the nation, thousands of people take part through different activities and the main purpose is for everyone "across America" to pick up a book on "Dr. Seuss's Birthday."

Mission: Motivate children to read in addition to helping them master basic skills.

Program: Teen Read Week

Activity: This is a literacy initiative of the Young Adult Library Services Association (YALSA), a division of the American Library Association. It's an annual event, which is held the third week in October. Across the United States public and school libraries, schools, and bookstores take part in Teen Read Week. This is to let teens know the possibilities that exist within the library and within covers of books.

Mission: To encourage twelve to eighteen year olds to "Read for the Fun of It".

**Government of Guam
Fiscal Year 2019
Budget Digest**

[BBMR BD-1]

Function: Public Education
 Department: DCA / Guam Public Library System
 Program: Hagatna (Main) Library & All Branches
 Territorial Educational Facilities Fund
 Fund: 5205A183611GA002 (Per OFB Request)

AS400 Account Code	Appropriation Classification	GENERAL FUND			SPECIAL FUND 1/			FEDERAL MATCH			GRAND TOTAL (ALL FUNDS)			
		FY 2017 Expenditures & Encumbrances	FY 2018 Authorized Level	FY 2019 Governor's Request	FY 2017 Expenditures & Encumbrances	FY 2018 Authorized Level	FY 2019 Governor's Request	FY 2017 Expenditures & Encumbrances	FY 2018 Authorized Level	FY 2019 Governor's Request	FY 2017 Expenditures & Encumbrances (A + D + G)	FY 2018 Authorized Level (B + E + H)	FY 2019 Governor's Request (C + F + I)	
	PERSONNEL SERVICES													
111	Regular Salaries/Increments/Special Pay:	601,215	0	0	0	678,243	693,132	0	0	0	0	601,215	678,243	693,132
112	Overtime:	0	0	0	0	0	0	0	0	0	0	0	0	0
113	Benefits:	238,387	0	0	0	288,909	322,485	0	0	0	0	238,387	288,909	322,485
	TOTAL PERSONNEL SERVICES	\$839,601	\$0	\$0	\$0	\$967,152	\$1,015,617	\$0	\$0	\$0	\$0	\$839,601	\$967,152	\$1,015,617
	OPERATIONS													
220	TRAVEL - Off-Island/Local Mileage Reimburs:	0	0	0	0	0	0	0	0	0	0	0	0	0
230	CONTRACTUAL SERVICES:	99,851	0	0	0	97,000	95,170	0	0	0	0	99,851	97,000	95,170
233	OFFICE SPACE RENTAL:	0	0	0	0	0	0	0	0	0	0	0	0	0
240	SUPPLIES & MATERIALS:	19,861	0	0	0	25,030	17,325	0	0	0	0	19,861	25,030	17,325
250	EQUIPMENT:	0	0	0	0	0	0	0	0	0	0	0	0	0
270	WORKERS COMPENSATION:	0	0	0	0	0	0	0	0	0	0	0	0	0
271	DRUG TESTING:	0	0	0	0	467	0	0	0	0	0	0	467	0
280	SUB-RECIPIENT/SUBGRANT:	0	0	0	0	0	0	0	0	0	0	0	0	0
290	MISCELLANEOUS:	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL OPERATIONS	\$119,712	\$0	\$0	\$0	\$122,497	\$112,495	\$0	\$0	\$0	\$0	\$119,712	\$122,497	\$112,495
	UTILITIES													
361	Power:	170,000	0	0	0	126,068	128,202	0	0	0	0	170,000	126,068	128,202
362	Water/ Sewer:	10,000	0	0	0	10,000	9,000	0	0	0	0	10,000	10,000	9,000
363	Telephone/ Toll:	31,486	0	0	0	20,304	21,000	0	0	0	0	31,486	20,304	21,000
	TOTAL UTILITIES	\$211,486	0	0	0	\$156,372	\$158,202	0	0	0	0	\$211,486	\$156,372	\$158,202
450	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL APPROPRIATIONS	\$1,170,799	\$0	\$0	\$0	\$1,246,021	\$1,286,314	\$0	\$0	\$0	\$0	\$1,170,799	\$1,246,021	\$1,286,314
	1/ Territorial Educational Facilities Fund													
	FULL TIME EQUIVALENCIES (FTEs)													
	UNCLASSIFIED:	0	0	0	0	0	0	0	0	0	0	0	0	0
	CLASSIFIED:	23	0	0	0	23	23	0	0	0	0	23	23	23
	TOTAL FTEs	23.00	0.00	0.00	0.00	23.00	23.00	0.00	0.00	0.00	0.00	23.00	23.00	23.00

PREPARED BY: [Signature]

AS400 Account Code	Appropriation Classification	GENERAL FUND			SPECIAL FUND 1/			FEDERAL MATCH			GRAND TOTAL (ALL FUNDS)		
		FY 2017 Expenditures & Encumbrances	FY 2018 Authorized Level	FY 2019 Governor's Request	FY 2017 Expenditures & Encumbrances	FY 2018 Authorized Level	FY 2019 Governor's Request	FY 2017 Expenditures & Encumbrances	FY 2018 Authorized Level	FY 2019 Governor's Request	FY 2017 Expenditures & Encumbrances (A + D + G)	FY 2018 Authorized Level (B + E + H)	FY 2019 Governor's Request (C + F + I)
	PERSONNEL SERVICES												
111	Regular Salaries/Increments/Special Pay:	601,215	0	0	678,243	0	693,132	0	0	0	601,215	678,243	693,132
112	Overtime:	0	0	0	0	0	0	0	0	0	0	0	0
113	Benefits:	238,387	0	0	288,909	0	322,485	0	0	0	238,387	288,909	322,485
	TOTAL PERSONNEL SERVICES	\$839,601	\$0	\$0	\$967,152	\$0	\$1,015,617	\$0	\$0	\$0	\$839,601	\$967,152	\$1,015,617
	OPERATIONS												
220	TRAVEL - Off-Island/Local Mileage Reimburs:	0	0	0	0	0	0	0	0	0	0	0	0
230	CONTRACTUAL SERVICES:	99,851	0	0	97,000	0	95,170	0	0	0	99,851	97,000	95,170
233	OFFICE SPACE RENTAL:	0	0	0	0	0	0	0	0	0	0	0	0
240	SUPPLIES & MATERIALS:	19,861	0	0	25,030	0	17,325	0	0	0	19,861	25,030	17,325
250	EQUIPMENT:	0	0	0	0	0	0	0	0	0	0	0	0
270	WORKERS COMPENSATION:	0	0	0	0	0	0	0	0	0	0	0	0
271	DRUG TESTING:	0	0	0	467	0	0	0	0	0	0	467	0
280	SUB-RECIPIENTS/SUBGRANT:	0	0	0	0	0	0	0	0	0	0	0	0
290	MISCELLANEOUS:	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL OPERATIONS	\$119,712	\$0	\$0	\$122,497	\$0	\$112,495	\$0	\$0	\$0	\$119,712	\$122,497	\$112,495
	UTILITIES												
361	Power:	170,000	0	0	126,068	0	128,202	0	0	0	170,000	126,068	128,202
362	Water/ Sewer:	10,000	0	0	10,000	0	9,000	0	0	0	10,000	10,000	9,000
363	Telephone/ Toll:	31,486	0	0	20,304	0	21,000	0	0	0	31,486	20,304	21,000
	TOTAL UTILITIES	\$211,486	\$0	\$0	\$156,372	\$0	\$158,202	\$0	\$0	\$0	\$211,486	\$156,372	\$158,202
450	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL APPROPRIATIONS	\$1,170,799	\$0	\$0	\$1,246,021	\$0	\$1,286,314	\$0	\$0	\$0	\$1,170,799	\$1,246,021	\$1,286,314
	1/ Territorial Educational Facilities Fund												
	FULL TIME EQUIVALENCIES (FTEs)	0	0	0	0	0	0	0	0	0	0	0	0
	UNCLASSIFIED:	23	0	0	23	0	23	0	0	0	23	23	23
	CLASSIFIED:	23.00	0.00	0.00	23.00	0.00	23.00	0.00	0.00	0.00	23.00	23.00	23.00

UNCLASSIFIED

Schedule A - Off-Island Travel

Department/Agency: DCA / Guam Public Library System

Division: HAGATNA (MAIN) LIBRARY & ALL BRANCHES

Program: Public Service

Purpose / Justification for Travel				
N/A				
Travel Date: _____		No. of Travelers: _____ 1/		
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

Purpose / Justification for Travel				
N/A				
Travel Date: _____		No. of Travelers: _____ 1/		
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

Purpose / Justification for Travel				
N/A				
Travel Date: _____		No. of Travelers: _____ 1/		
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

1/ Provide justification for multiple travelers attending the same conference / training / etc.

2/ Rates must be consistent with Title 5 GCA, Div.2, Ch.23, §23104 and federal Joint Travel Regulations

ORIGINAL

Schedule B - Contractual

SUMMARY

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
SUMMARY - ALL BRANCHES	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Contractual			\$ 95,170.00		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
SUMMARY - ALL BRANCHES	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ 17,325.00		

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
SUMMARY - ALL BRANCHES	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -		

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
SUMMARY - ALL BRANCHES	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -		

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
SUMMARY - ALL BRANCHES	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -		

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
Pacific Daily News	1	\$264.00	\$ 264.00	\$ 264.00	\$ -
Guam Daily Post	1	\$240.00	\$ 240.00	\$ 240.00	\$ -
Glimpses of Guam (Marianas Business Journal)	1	\$168.00	\$ 168.00	\$ -	\$ 168.00
Otis Elevator	1	\$4,260.00	\$ 4,260.00	\$ 4,863.00	\$ (603.00)
GETS Business Systems	1	\$5,264.00	\$ 5,264.00	\$ 5,264.00	\$ -
Guahan Waste Control	1	\$4,905.00	\$ 4,905.00	\$ 5,333.00	\$ (428.00)
Total Contractual			\$ 15,101.00		
Total Contractual (Hagatna Library)			\$ 70,550.00		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
Cleaning Supplies(clorox,toilet tissue,etc..)	1	\$5,793.00	\$ 5,793.00	\$ 5,730.00	\$ 63.00
Fuel Lube (2 gov't vehicles)	1	\$6,000.00	\$ 6,000.00	\$ 6,000.00	\$ -
General Office Supplies	1	\$5,432.00	\$ 5,432.00	\$ 13,000.00	\$ (7,568.00)
Plumbing and Electrical Supplies	1	\$100.00	\$ 100.00	\$ 300.00	\$ (200.00)
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ 17,325.00		

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -	\$ -	\$ -

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -	\$ -	\$ -

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -	\$ -	\$ -

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
Securitech Alarm Services	1	\$468.00	\$ 468.00	\$ 468.00	\$ -
Island Elevator	1	\$248.00	\$ 248.00	\$ -	\$ 248.00
Xerox Corporation (2 rental units)	1	\$8,318.00	\$ 8,318.00	\$ 8,318.00	\$ -
SirSi Dynix	1	\$25,354.00	\$ 25,354.00	\$ 27,987.00	\$ (2,633.00)
Building Repairs	1	\$2,500.00	\$ 2,500.00	\$ 4,800.00	\$ (2,300.00)
Vehicle Repairs	1	\$2,000.00	\$ 2,000.00	\$ 3,600.00	\$ (1,600.00)
Total Contractual			\$ 38,888.00		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ -		

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -		

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -		

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -		

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
MS Trainer	1	\$5,184.00	\$ 5,184.00	\$ -	\$ 5,184.00
Data by Design	1	\$600.00	\$ 600.00	\$ -	\$ 600.00
Dell Marketing	1	\$7,270.00	\$ 7,270.00	\$ -	\$ 7,270.00
GTA	1	\$1,972.00	\$ 1,972.00	\$ -	\$ 1,972.00
PDS	1	\$1,400.00	\$ 1,400.00	\$ -	\$ 1,400.00
American Library Association	1	\$135.00	\$ 135.00	\$ 135.00	\$ -
Total Contractual			\$ 16,561.00		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ -	\$ -	\$ -

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -	\$ -	\$ -

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -	\$ -	\$ -

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -	\$ -	\$ -

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
Securitech Alarm Services	1	\$1,124.00	\$ 1,124.00	\$ 720.00	\$ 404.00
J&B Air Conditioning Preventive Maintenance	1	\$1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -
Building Repairs	1	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Contractual			\$ 2,924.00	\$ -	\$ -

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ -	\$ -	\$ -

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -	\$ -	\$ -

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -	\$ -	\$ -

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -	\$ -	\$ -

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
Securitech Alarm Services	1	\$1,124.00	\$ 1,124.00	\$ 720.00	\$ 404.00
J&B Air Conditioning Preventive Maintenance	1	\$1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -
Building Repairs	1	\$2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Contractual			\$ 4,924.00		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ -		

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -		

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -		

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -		

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
Securitech Alarm Services	1	\$1,124.00	\$ 1,124.00	\$ 720.00	\$ 404.00
J&B Air Conditioning Preventive Maintenance	1	\$1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -
Building Repairs	1	\$2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Contractual			\$ 4,924.00	\$ -	\$ -

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ -	\$ -	\$ -

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -	\$ -	\$ -

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -	\$ -	\$ -

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -	\$ -	\$ -

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
Securitech Alarm Services	1	\$1,124.00	\$ 1,124.00	\$ 720.00	\$ 404.00
J&B Air Conditioning Preventive Maintenance	1	\$1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -
Building Repairs	1	\$2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Contractual			\$ 4,924.00		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ -	\$ -	\$ -

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -	\$ -	\$ -

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -	\$ -	\$ -

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -	\$ -	\$ -

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
Securitech Alarm Services	1	\$1,124.00	\$ 1,124.00	\$ 720.00	\$ 404.00
J&B Air Conditioning Preventive Maintenance	1	\$1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -
Building Repairs	1	\$2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Contractual			\$ 4,924.00	\$ -	\$ -

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ -	\$ -	\$ -

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -	\$ -	\$ -

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -	\$ -	\$ -

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -	\$ -	\$ -

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
Securitech Alarm Services	1	\$1,124.00	\$ 1,124.00	\$ 720.00	\$ 404.00
J&B Air Conditioning Preventive Maintenance	1	\$1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -
Building Repairs	1	\$2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Contractual			\$ 4,924.00		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Supplies & Materials			\$ -	\$ -	\$ -

Schedule D - Equipment

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Equipment			\$ -	\$ -	\$ -

Schedule E - Miscellaneous

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Miscellaneous			\$ -	\$ -	\$ -

Schedule F - Capital Outlay

Item	Quantity	Unit Price	FY 2019 Request	FY 2018 Authorized	Variance Increase/(Decrease)
N/A	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
	0	\$0.00	\$ -	\$ -	\$ -
Total Capital Outlay			\$ -	\$ -	\$ -

ORIGINAL

Government of Guam
Fiscal Year 2019
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC EDUCATION

DEPARTMENT/AGENCY: DCA / GUAM PUBLIC LIBRARY SYSTEM

PROGRAM: SUMMARY

FUND: TERRITORIAL EDUCATIONAL FACILITIES FUND

(A) No.	(B) Position Title / TERRITORIAL EDUCATIONAL FACILITIES FUND	(C) Name of Incumbent	(D) Grade/ Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(I) Amt.	(J) Subtotal	(K) Retirement (J * 28.50%) 1/	(L) Retire (DDI) (\$19,011 * 26PP) 2/	(M) Social Security (6.2% * J)	(N) Benefits			(R) Total Benefits (K thru Q)	(S) (J + R) TOTAL							
							Date							(O) Life 3/	(P) Medical (Premium)	(Q) Dental (Premium)									
1	Hagapa (Main) Library & All Branches			\$687,371	\$0	\$0			\$5,761	\$693,132	\$197,544	\$12,350	\$0	\$10,048	\$4,675	\$92,223	\$5,645	\$332,485	\$1,015,617						
2																									
3																									
4																									
5																									
6																									
7																									
8																									
9																									
10																									
11																									
12																									
13																									
14																									
15																									
				GRAND TOTAL						\$687,371	\$0	\$0			\$5,761	\$693,132	\$197,544	\$12,350	\$0	\$10,048	\$4,675	\$92,223	\$5,645	\$332,485	\$1,015,617

* Night Differential / Hazardous / Worker's Compensation / etc.
 1/ FY 2019 (Proposed) GovGuam contribution rate of 28.50% for the Government of Guam Retirement is subject to change.
 2/ FY 2019 (Proposed) GovGuam contribution rate of \$19,011 (bi-weekly) for DDI is subject to change.
 3/ FY 2019 (Proposed) GovGuam contribution rate of \$187 (per annum) for Life Insurance is subject to change.

ORIGINAL

**Government of Guam
Fiscal Year 2019
Agency Staffing Pattern
(PROPOSED)**

No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Special Pay Categories						D+E+F+G+H+I+J) Subtotal	
					(E)	(F)	(G)	(H)	(I)	(J)		
					1/ Night Differential Pay 10%	2/ Hazard 10%	3/ Hazard 8%	4/ Nurse Sunday Pay 1.5	5/ Nurse Pay 1.5	6/ ENIT Pay 15%		
1	1000	Director (Librarian)	Vacant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	1002	Computer Systems Analyst II	Vacant	0	0	0	0	0	0	0	0	0
3	1003	Library Technician II	Recruitment in Progress	0	0	0	0	0	0	0	0	0
4	1004	Library Technician I	Rodney P. Tolague	0	0	0	0	0	0	0	0	0
5	1005	Bookmobile Driver	Victor C. Palomo	0	0	0	0	0	0	0	0	0
6	1006	Building Custodian	Donald A. Torres	0	0	0	0	0	0	0	0	0
7	1007	Library Technician II	Francoise K.M. Umcungco	0	0	0	0	0	0	0	0	0
8	1008	Administrative Officer	Sandra M. Stanley	0	0	0	0	0	0	0	0	0
9	1010	Library Technician I	Stephanie M. Napul	0	0	0	0	0	0	0	0	0
10	1011	Library Technician I	Theresa I. Cruz	0	0	0	0	0	0	0	0	0
11	1013	Library Technician Supervisor	Teresita L.G. Reminger	0	0	0	0	0	0	0	0	0
12	1016	Library Technician I	Bernadita M. Quidachay	0	0	0	0	0	0	0	0	0
13	1020	Building Custodian Leader	Joquin C. Lujan	0	0	0	0	0	0	0	0	0
14	1021	Administrative Aide	Jenelle M.C. Garrido	0	0	0	0	0	0	0	0	0
15	1022	Library Technician II	Vacant - Vice: L. Villagonzalez	0	0	0	0	0	0	0	0	0
16	1023	Building Custodian	Jesse S. Agnon	0	0	0	0	0	0	0	0	0
17	1024	Building Custodian	Vacant - Vice: R. Tabilague	0	0	0	0	0	0	0	0	0
18	1026	Clerk Typist III	Roverna S. Morales	0	0	0	0	0	0	0	0	0
19	1028	Library Technician I	Vacant	0	0	0	0	0	0	0	0	0
20	1029	Building Custodian	Luis B. Camacho	0	0	0	0	0	0	0	0	0
21	1032	Library Technician II	Vacant	0	0	0	0	0	0	0	0	0
22	1033	Library Technician II	Vacant - Vice: L. Cruz	0	0	0	0	0	0	0	0	0
23	1034	Library Technician II	Florence M.S. Tabilague	0	0	0	0	0	0	0	0	0
24	1035	Secretary I (Typist)	Bonnie J. Temario	0	0	0	0	0	0	0	0	0
25	1036	Library Technician I	Cynthia C. Iguacio	0	0	0	0	0	0	0	0	0
26	1037	Building Custodian	Luke M. Tediato	0	0	0	0	0	0	0	0	0
27	1038	Library Technician II	Rosa C. Santiago	0	0	0	0	0	0	0	0	0
28	1039	Library Technician I	Vacant - Vice: L. Elliott	0	0	0	0	0	0	0	0	0
29	1041	Library Technician I	Recruitment in Progress	0	0	0	0	0	0	0	0	0
30	1042	Administrative Assistant	Jane M. Adlaque	0	0	0	0	0	0	0	0	0
31	1043	Library Technician II	Vacant	0	0	0	0	0	0	0	0	0
32	1044	Library Technician I	Josephine M.P. Cruz	0	0	0	0	0	0	0	0	0
			Grand Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

- 1/ 10% of reg. rate, applicable from 6pm-6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
- 2/ Applies to law enforcement personnel
- 3/ Applies to solid waste employees
- 4/ 1 1/2 of reg. rate of pay from 12am to Friday to 12 midnight Sunday
- 5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours
- 6/ Applicable only to GFD ambulatory service personnel, 15% of reg. rate of pay

ORIGINAL

Government of Guam
Fiscal Year 2018
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC EDUCATION

DEPARTMENT/AGENCY: DCA / GUAMI PUBLIC LIBRARY SYSTEM

PROGRAM: SUMMARY

FUND: TERRITORIAL EDUCATIONAL FACILITIES FUND

(A) No.	(B) Position Title	(C) Name of Incumbent	(D) Grade/ Step	(E) Salary	(F) Overtime	(G) Special ¹	(H) Increment		(I) Amt.	(J) (E+F+G+I) Subtotal	(K) Retirement (J * 27.83%)	(L) Retire (DDI) (\$19.01 * 26PP)	(M) Social Security (6.2% * J)	(N) Medicare (1.45% * J)	(O) Life I/	(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)	(S) (J + R) TOTAL	
							Date	Ampl.												
1	TERRITORIAL EDUCATIONAL FACILITIES FUND																			
2	Hagatna (Main) Library & All Branches			\$666,891	\$0	\$0			\$8,604	\$675,495	\$187,990	\$10,395	\$0	\$9,037	\$4,301	\$75,715	\$4,731	\$292,169	\$967,664	
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
12																				
13																				
14																				
15																				
16																				
17																				
18																				
19																				
20																				
Grand Total:					\$666,891	\$0	\$0		\$8,604	\$675,495	\$187,990	\$10,395	\$0	\$9,037	\$4,301	\$75,715	\$4,731	\$292,169	\$967,664	

* Night Differential / Hazardous / Worker's Compensation / etc.
I / FY 2018 Guam contribution for Life Insurance is \$187 per annum



**Government of Guam
Fiscal Year 2018
Agency Staffing Pattern
(CURRENT)**

[BBMR SP-1]

FUNCTIONAL AREA: PUBLIC EDUCATION
DEPARTMENT/AGENCY: DCA / GUAM PUBLIC LIBRARY SYSTEM
PROGRAM: HAGATNA (MAIN LIBRARY) & ALL BRANCHES
FUNDS: TERRITORIAL EDUCATIONAL FACILITIES FUND
5205A1R3611GAM02 (Per OFB Request)

(A) No.	(B) Position Title /	(C) Name of Incumbent	(D) Grade / Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(I) Amr.	(J) Subtotal	(K) Retirement (I * 27.83%)	(L) Retire (DDI) (\$19.01*56PP)	(M) Social Security (6.2% * J)	(N) Benefits		(O) Life $\frac{2}{3}$	(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)	(S) TOTAL (J + R)	
							Date							Medicare (1.45% * J)	Life $\frac{2}{3}$						
1	1000	Director (Librarian)																			
2	1002	Computer Systems Analyst II																			
3	1003	Library Technician II																			
4	1004	Library Technician I																			
5	1005	Bookmobile Driver																			
6	1006	Building Custodian																			
7	1007	Library Technician II																			
8	1008	Administrative Officer																			
9	1010	Library Technician I																			
10	1011	Library Technician I																			
11	1013	Library Technician Supervisor																			
12	1016	Library Technician I																			
13	1020	Building Custodian Leader																			
14	1021	Administrative Aide																			
15	1022	Library Technician II																			
16	1023	Building Custodian																			
17	1024	Building Custodian																			
18	1026	Clerk Typist III																			
19	1028	Library Technician I																			
20	1029	Building Custodian																			
21	1032	Library Technician II																			
22	1033	Library Technician I																			
23	1034	Library Technician II																			
24	1035	Secretary I (Typist)																			
25	1036	Library Technician I																			
26	1037	Building Custodian																			
27	1038	Library Technician II																			
28	1039	Library Technician I																			
29	1041	Administrative Assistant																			
30	1042	Library Technician II																			
31	1043	Library Technician II																			
32	1044	Library Technician I																			
33		Grand Total:																			

* Night Differential / Hazardous / Worker's Compensation / etc.

1/ Indicate "(LTA)" or "(Temp.)" next to Position Title (where applicable)

2/ FY 2018 Guam contribution for Life Insurance is \$187 per annum

ORIGINAL

**Government of Guam
Fiscal Year 2018
Agency Staffing Pattern
(CURRENT)**

Input by Department												
No.	Position Number	Position Title	Name of Incumbent	Hedility Pay	Special Pay Categories						D+E+F+G+H+I+J Subtotal	
					(E) Night Differential Pay 10%	(F) Hazard 10%	(G) Hazard 8%	(H) Nurse Sunday Pay 1.5	(I) Nurse Pay 1.5	(J) ENT Pay 15%		
1	1000	Director (Librarian)	Vacant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2	1002	Computer Systems Analyst II	Vacant	0	0	0	0	0	0	0	0	
3	1003	Library Technician II	Recruitment in Progress	0	0	0	0	0	0	0	0	
4	1004	Library Technician I	Rodney F. Taitague	0	0	0	0	0	0	0	0	
5	1005	Bookmobile Driver	Victor C. Palomo	0	0	0	0	0	0	0	0	
6	1006	Building Custodian	Donald A. Torres	0	0	0	0	0	0	0	0	
7	1007	Library Technician II	Francine R.M. Ureangco	0	0	0	0	0	0	0	0	
8	1008	Administrative Officer	Santra M. Stanley	0	0	0	0	0	0	0	0	
9	1010	Library Technician I	Stephanie M. Napud	0	0	0	0	0	0	0	0	
10	1011	Library Technician I	Theresa I. Cruz	0	0	0	0	0	0	0	0	
11	1013	Library Technician Supervisor	Terecia L.G. Kennimer	0	0	0	0	0	0	0	0	
12	1016	Library Technician I	Bernadita M. Quilachay	0	0	0	0	0	0	0	0	
13	1020	Building Custodian Leader	Joaquin C. Lujan	0	0	0	0	0	0	0	0	
14	1021	Administrative Aide	Jenelle M.C. Garrido	0	0	0	0	0	0	0	0	
15	1022	Library Technician II	Vacant - Vice L. Villagonz	0	0	0	0	0	0	0	0	
16	1023	Building Custodian	Jesse S. Agnon	0	0	0	0	0	0	0	0	
17	1024	Building Custodian	Vacant - Vice - R. Taitague	0	0	0	0	0	0	0	0	
18	1026	Clerk Typist III	Roverna S. Morales	0	0	0	0	0	0	0	0	
19	1028	Library Technician I	Vacant	0	0	0	0	0	0	0	0	
20	1029	Building Custodian	Luis B. Canacho	0	0	0	0	0	0	0	0	
21	1032	Library Technician II	Vacant	0	0	0	0	0	0	0	0	
22	1033	Library Technician I	Vacant - Vice: L. Cruz	0	0	0	0	0	0	0	0	
23	1034	Library Technician II	Florence M.S. Taitague	0	0	0	0	0	0	0	0	
24	1035	Secretary I (Typist)	Bonnie T. Tenorio	0	0	0	0	0	0	0	0	
25	1036	Library Technician I	Cynthia C. Ignacio	0	0	0	0	0	0	0	0	
26	1037	Building Custodian	Luke M. Tellezoso	0	0	0	0	0	0	0	0	
27	1038	Library Technician II	Rosa C. Santiago	0	0	0	0	0	0	0	0	
28	1039	Library Technician I	Vacant - Vice: L. Ellinot	0	0	0	0	0	0	0	0	
29	1041	Library Technician I	Recruitment in Progress	0	0	0	0	0	0	0	0	
30	1042	Administrative Assistant	June M. Affague	0	0	0	0	0	0	0	0	
31	1043	Library Technician II	Vacant	0	0	0	0	0	0	0	0	
32	1044	Library Technician I	Josephine M.P. Cruz	0	0	0	0	0	0	0	0	
33	0	0	0	0	0	0	0	0	0	0	0	
Grand Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

- 1/ 10% of reg. rate, applicable from gym-form, employee must work 4 hours consecutive after gym for entitlement of the pay
- 2/ Applies to law enforcement personnel
- 3/ Applies to solid waste employees
- 4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday
- 5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours
- 6/ Applicable only to CRTD ambulatory service personnel, 15% of reg. rate of pay

ORIGINAL

**Government of Guam
Fiscal Year 2019 Budget
Equipment / Capital and Space Requirement**

[BBMR EL-1]

**Function: PUBLIC EDUCATION
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (HAGATNA)
Program: PUBLIC SERVICE**

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
10-Pc. Executive Workstation	1	100	
20-Plastic Drawer Cabinet	2	100	
2-Drawer Filing Cabinet	4	100	
2-Drawer Filing Cabinet (Side)	6	100	
3M Desensitizer/Resensitizer Unit	2	100	
3M Detection Unit	3	100	
4-Drawer Filing Cabinet	26	100	
ADA Computer Tables	8	100	
ADA Computer Tables	5	100	Capital Improvement Project (Funding)
Atlas Map Stand	1	100	
Back Ups Pro 650	79	100	
Black Guest Chair	2	100	
Book Cart	19	100	
Brown Desk (40 x 23 x 28)	1	100	GCC Donated
Brown Desk (72 x 24)	1	100	GCC Donated
Buffer Floor	1	75	
Bulletin Board	3	100	GCC Donated
Bush Cutter (Shindaiwa)	1	100	
Café Round Tables	3	100	Capital Improvement Project (Funding)
Canon ImageClass D1320 Printer	1	100	Capital Improvement Project (Funding)
Card Catalog Shelf	7	100	
Cardex Magazine Locator File	5	100	
Carrels	5	100	
CD Racks	2	100	
Chainsaw	1	100	
Chair (Beige w/ Wheels)	1	100	GCC Donated
Chair (Black w/ Silver)	8	100	GCC Donated
Chair (Blue)	9	100	GCC Donated
Chair (Yellow)	1	100	GCC Donated
Chairs (Metal - Folding)	60	100	Census Donated
Chairs, Plastic (Blue)	30	100	Capital Improvement Project (Funding)
Chairs, Plastic (Blue) - Conference Room	12	100	Capital Improvement Project (Funding)
Chairs, Plastic (Orange)	24	100	Capital Improvement Project (Funding)
Children's Library Circulation Desk	1	100	Capital Improvement Project (Funding)
Circulation Counter (48 x 27 x 30)	1	100	GCC Donated
Circulation Counter (48 x 27 x 40)	1	100	GCC Donated
Color Television	2	75	Children's Program
Computer Chairs (Children)	10	100	Capital Improvement Project (Funding)
Computer Table	6	100	
Conference Round Tables	6	100	Capital Improvement Project (Funding)
Crystal Storage Cabinet	4	100	
Dell Laptop Notebook	19	100	
Dell Workstations	21	100	
Desk (59 x 30 x 29)	1	100	GCC Donated
Dictionary Stand	1	100	
Display Glass Case	3	100	GCC Donated
Displayer CD/DVD Starter Unit	1	100	
Double Sided Book Shelf	22	100	
Drawer (Baby Blue - 8 Drawer)	2	100	GCC Donated
Drawer Unit (2-drawer/Legal Size)	2	100	Capital Improvement Project (Funding)
Drawer Unit (2-drawer/Letter Size)	2	100	Capital Improvement Project (Funding)
Drawer Vertical Metal Filing Cabinet (Legal)	5	100	
EDO Micros Technologies	5	100	
Ellison PrestigPro DieCut	1	100	
Executive Chair	6	100	
Floor Mounted Swivel Stool	6	100	Capital Improvement Project (Funding)
Fold-Up Table	10	100	Census Donated
Free Standing Magazine Rack	1	100	
Hall of Fames Cabinet	2	100	

ORIGINAL

Government of Guam
Fiscal Year 2019 Budget
Equipment / Capital and Space Requirement

(BBMR EL-1)

Function: PUBLIC EDUCATION
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (HAGATNA)
Program: PUBLIC SERVICE

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
High Density Book Shelf	20	100	
Husky Adjustable Table (Children)	6	100	
Husky Chair (Red/Navy - Children)	40	100	
L Shape Secretarial Desk	5	100	
Lady Bug Bookshelf	1	100	
Laminating Machine	1	100	Children's Programs and Processing
Lecture Tables (Conference Room)	4	100	Capital Improvement Project (Funding)
Lecture Tables (Folding)	3	100	
Library Computer Desk (Children)	10	100	Capital Improvement Project (Funding)
Library Computer Desk Stations (Adult)	20	100	Capital Improvement Project (Funding)
Library Computer Desk Stations (Young Adult)	10	100	Capital Improvement Project (Funding)
Linksys-Wireless G	1	100	
Locker for Employees	26	100	
Magazine Rack	2	100	
Map Case	1	100	GCC Donated
Media Shelving	6	100	Capital Improvement Project (Funding)
Metal Map/Drawing Cabinet	5	100	
Microfilm Cabinet	4	100	
Microwave (GE)	2	100	Capital Improvement Project (Funding)
Multimedia Projector	3	100	
Newspaper Rack	1	100	
Orange Plastic Chairs	8	100	
Pallet Jack	1	75	
Paper Cutter	1	75	
Patron Application Drawer	4	100	
Patron Lounge Chairs (Beige)	20	100	
Patron Wooden Chair (Adult)	45	100	
Patron Wooden Chair (Children)	2	100	
Patron Wooden Table (Adult)	13	100	
Pedestal Drawers (Black)	6	100	Capital Improvement Project (Funding)
Podium Stand	1	100	GCC Donated
Postage Scale	1	100	
Power Voltage Regulation w/ Surge Protection	1	100	Census Donated
Pressure Washer	1	100	
Printer (HP)	8	100	
Printer (Ricoh)	1	100	Census Donated
Printer (Ricoh)	5	100	
Printer (Multi Function-Print/scan/Copy/Fax)	3	100	
Rectangular Tables (71x35.5x28.5)	4	100	
Refrigerator	1	100	
Refrigerator (Frigidaire)	1	100	Capital Improvement Project (Funding)
Scanner (Canon) Office document	1	100	2nd Floor Guam Room
Secretarial Chair w/ Arms	11	100	
Secretarial Chair w/o Arms	21	100	
Secretarial L-Type Metal Desk	2	100	
Shelf (Brown Individual 4-section)	3	100	GCC Donated
Shelf (Brown Individual)	1	100	GCC Donated
Shelf (Sand Individual)	3	100	GCC Donated
Showcase	1	100	Archives
Single Face Bookshelf (Medal/Wood)	105	100	
Single Pedestal Desk	10	100	
Six Drawer Filing Cabinet	1	100	
Sony 32" Flat Panel TV w/wall mounts	3	100	Capital Improvement Project (Funding)
Sony 4.1 Megapixel Camera/Case	1	100	
Staff Chairs w/arms-wheels	6	100	Capital Improvement Project (Funding)
Stool (Desk w/wheels)	2	100	Capital Improvement Project (Funding)
Storage Cabinets (Beige)	2	100	Young Adult & Children's Area
Storage Cabinets (Beige)	2	100	
Storage Cabinets (Black w/ Black Handles)	2	100	

ORIGINAL

Government of Guam
Fiscal Year 2019 Budget
Equipment / Capital and Space Requirement

[BBMR EL-1]

Function: PUBLIC EDUCATION
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (HAGATNA)
Program: PUBLIC SERVICE

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
Storage Cabinets (Black w/ Silver Handles)	2	100	
Storage Cabinets (Brown)	5	100	Administration
Storage Cabinets (Gray)	1	100	Federal Document Room
Storage Cabinets (Red/Black)	4	100	
Television/VCR Stand	1	100	Children's Area/Conference Room
TV Cart (48" - Black)	2	100	GCC Donated
TV Cart (Blue)	1	100	GCC Donated
Table Cart Truck for tables	1	100	
Chair Cart truck for chairs	1	100	
Typewriter - IBM	15	100	
Typewriter Stand	6	100	
Vacuum - Hoover	3	100	
VCR	1	75	
VeloBind System	1	100	
Vertical File Stands	8	100	
Visual Storage Cabinets	2	100	
Vizio 24" Television	2	100	
White Table	7	100	GCC Donated
Wood Table (47 x 30)	4	100	GCC Donated
Wooden Conference Table	1	100	
Work Tables	6	100	Capital Improvement Project (Funding)
Z-Beam Fiberboard Shelves	21	100	Census Donated

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	47,000	Total Program Space Occupied (Sq. Ft.):	47,000
Description	Square Feet	Percent of Total Program Space	Comments	
Hagatna (Main) Library	42,000	90%		
Internet Café & Children's Library	5,000	10%		

ORIGINAL

**Government of Guam
Fiscal Year 2019 Budget
Equipment / Capital and Space Requirement**

[BBMR EL-1]

Function: PUBLIC EDUCATION
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (AGAT)
Program: PUBLIC SERVICE

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
2-Step Step Stool	2	100	
3M Detection Unit	1	100	
3M Sensitizer	1	100	
4-Drawer Filing Cabinet	2	100	
Bissell Duel Brush Sweeper	1	100	
Bush Cutter (Shindaiwa)	1	100	
Card Catalog Drawer	2	100	
Children's Chairs	20	100	
Children's Table w/ Chairs	7	100	
Circulation Desk	1	100	
Dell Latitude Laptop Notebook	1	100	
Dell Workstations	5	100	
Dictionary Stand	1	100	
Double Sided Book Shelf	8	100	
Easel	1	100	
Fellows Paper Shredder	1	100	
Flat End Book Cart	1	100	
Galang Microwave Oven	1	100	
General Electric Refrigerator	1	100	
Grey Cushioned Chair (Single Seater)	2	100	
Grey Cushioned Sofa	1	100	
Magazine Rack	2	100	
Map Stand	1	100	
Mop Bucket	1	100	
Newspaper Stand	1	100	
Patron Application Drawer	1	100	
Patron Application Drawer	1	100	
Patron Wooden Chair (Adult)	25	100	
Patron Wooden Chair (Children)	4	100	
Patron Wooden Table	8	100	
Printer (Canon)	1	100	
Refrigerator (Full Size)	1	100	
Round Wooden Table (Children)	1	100	
Secretarial Chair w/ Arms	2	100	
Secretarial Chair w/out Arms	3	100	
Drawer (Baby Blue - 8 Drawer)	3	100	GCC Donated
Single Face Bookshelf (Metal/Wood)	19	100	
Single Pedestal Desk	2	100	
Split Type Air Condition Unit	5	100	
Storage Cabinet (Beige)	1	100	Children's Games
Storage Cabinet (Beige)	2	100	
Television/VCR Stand	1	15	
Typewriter - IBM	1	100	
Visual Storage Cabinets	1	100	
Vizio 24" Television	1	100	
Vacuum - Hoover	1	75	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	4,800	Total Program Space Occupied (Sq. Ft.):	4,800
Description	Square Feet	Percent of Total Program Space	Comments	
Agat Branch Library	4,800	100%		

ORIGINAL

**Government of Guam
Fiscal Year 2019 Budget
Equipment / Capital and Space Requirement**

[BBMR EL-1]

Function: PUBLIC EDUCATION
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (BARRIGADA)
Program: PUBLIC SERVICE

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
2-Step Step Stool	2	100	
3M Detection Unit	1	100	
3M Sensitizer	1	100	
4-Drawer Filing Cabinet	2	100	
Bissell Dual Brush Sweeper	1	100	
Bush Cutter (Shindaiwa)	1	100	
Card Catalog Drawer	2	100	
Children's Chairs	20	100	
Children's Table w/ Chairs	7	100	
Circulation Desk	1	100	
Dell Latitude Laptop Notebook	1	100	
Dell Workstations	5	100	
Dictionary Stand	1	100	
Double Sided Book Shelf	8	100	
Easel	1	100	
Fellows Paper Shredder	1	100	
Flat End Book Cart	1	100	
Galang Microwave Oven	1	100	
General Electric Refrigerator	1	100	
Grey Cushioned Chair (Single Seater)	2	100	
Grey Cushioned Sofa	1	100	
Magazine Rack	2	100	
Map Stand	1	100	
Mop Bucket	1	100	
Newspaper Stand	1	100	
Patron Application Drawer	1	100	
Patron Application Drawer	1	100	
Patron Wooden Chair (Adult)	25	100	
Patron Wooden Chair (Children)	4	100	
Patron Wooden Table	8	100	
Printer (Canon)	1	100	
Refrigerator (Full Size)	1	100	
Round Wooden Table (Children)	1	100	
Secretarial Chair w/ Arms	2	100	
Secretarial Chair w/out Arms	3	100	
Drawer (Baby Blue - 8 Drawer)	3	100	
Single Face Bookshelf (Medal/Wood)	19	100	
Single Pedestal Desk	2	100	
Split Type Air Condition Unit	5	100	
Storage Cabinet (Beige)	1	100	Children's Games
Storage Cabinet (Beige)	2	100	
Television/VCR Stand	1	100	
Typewriter - IBM	1	100	
Visual Storage Cabinets	1	100	
Vizio 24" Television	1	100	
Vacuum - Hoover	1	100	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	4,800	Total Program Space Occupied (Sq. Ft.):	4,800
Description	Square Feet	Percent of Total Program Space	Comments	
Barrigada Branch Library	4,800	100%		

ORIGINAL

**Government of Guam
Fiscal Year 2019 Budget
Equipment / Capital and Space Requirement**

[BBMR EL-1]

**Function: PUBLIC EDUCATION
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (DEDEDO)
Program: PUBLIC SERVICE**

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
2-Step Step Stool	2	100	
3M Detection Unit	1	100	
3M Sensitizer	1	100	
4-Drawer Filing Cabinet	2	100	
Bissell Dual Brush Sweeper	1	100	
Bush Cutter (Shindaiwa)	1	100	
Card Catalog Drawer	2	100	
Children's Chairs	20	100	
Children's Table w/ Chairs	7	100	
Circulation Desk	1	100	
Dell Latitude Laptop Notebook	1	100	
Dell Workstations	5	100	
Dictionary Stand	1	100	
Double Sided Book Shelf	8	100	
Easel	1	100	
Fellows Paper Shredder	1	100	
Flat End Book Cart	1	100	
Galang Microwave Oven	1	100	
General Electric Refrigerator	1	100	
Grey Cushioned Chair (Single Seater)	2	100	
Grey Cushioned Sofa	1	100	
Locker for employees	1	100	
Magazine Rack	2	100	
Map Stand	1	100	
Mop Bucket	1	100	
Newspaper Stand	1	100	
Patron Application Drawer	1	100	
Patron Application Drawer	1	100	
Patron Wooden Chair (Adult)	25	100	
Patron Wooden Chair (Children)	4	100	
Patron Wooden Table	8	100	
Printer (Canon)	1	100	
Refrigerator (Full Size)	1	100	
Round Wooden Table (Children)	1	100	
Secretarial Chair w/ Arms	2	100	
Secretarial Chair w/out Arms	3	100	
Drawer (Baby Blue - 8 Drawer)	3	100	
Single Face Bookshelf (Medal/Wood)	19	100	
Single Pedestal Desk	2	15	Children's Programs
Split Type Air Condition Unit	5	100	
Storage Cabinet (Beige)	1	100	Children's Games
Storage Cabinet (Beige)	2	100	
Television/VCR Stand	1	100	
Typewriter - IBM	1	100	
Visual Storage Cabinets	1	100	
Vizio 24" Television	1	100	
Vacuum - Hoover	1	100	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	4,800	Total Program Space Occupied (Sq. Ft.):	4,800
Description	Square Feet	Percent of Total Program Space	Comments	
Dededo Branch Library	4,800	100%		

ORIGINAL

**Government of Guam
Fiscal Year 2019 Budget
Equipment / Capital and Space Requirement**

[BBMR EL-1]

**Function: PUBLIC EDUCATION
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (MERIZO)
Program: PUBLIC SERVICE**

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
2-Step Step Stool	2	100	
3M Detection Unit	1	100	
3M Sensitizer	1	100	
4-Drawer Filing Cabinet	2	100	
Bissell Duel Brush Sweeper	1	100	
Bush Cutter (Shindaiwa)	1	100	
Card Catalog Drawer	2	100	
Children's Chairs	20	100	
Children's Table w/ Chairs	7	100	
Circulation Desk	1	100	
Dell Latitude Laptop Notebook	1	100	
Dell Workstations	5	100	
Dictionary Stand	1	100	
Double Sided Book Shelf	8	100	
Easel	1	100	
Fellows Paper Shredder	1	100	
Flat End Book Cart	1	100	
Galang Microwave Oven	1	100	
General Electric Refrigerator	1	100	
Grey Cushioned Chair (Single Seater)	2	100	
Grey Cushioned Sofa	1	15	Children's Program
Magazine Rack	2	100	
Map Stand	1	100	
Mop Bucket	1	100	
Newspaper Stand	1	100	
Patron Application Drawer	1	100	
Patron Application Drawer	1	100	
Patron Wooden Chair (Adult)	25	15	
Patron Wooden Chair (Children)	4	100	
Patron Wooden Table	8	100	
Printer (Canon)	1	100	
Refrigerator (Full Size)	1	100	
Round Wooden Table (Children)	1	100	
Secretarial Chair w/ Arms	2	100	
Secretarial Chair w/out Arms	3	100	
Drawer (Baby Blue - 8 Drawer)	3	100	
Single Face Bookshelf (Medal/Wood)	19	100	
Single Pedestal Desk	2	15	Children's Programs
Split Type Air Condition Unit	5	100	
Storage Cabinet (Beige)	1	100	Children's Games
Storage Cabinet (Beige)	2	100	
Television/VCR Stand	1	100	
Typewriter - IBM	1	100	
Visual Storage Cabinets	1	100	
Vizio 24" Television	1	100	
Vacuum - Hoover	1	100	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	4,800	Total Program Space Occupied (Sq. Ft.):	4,800
Description	Square Feet	Percent of Total Program Space	Comments	
Merizo Branch Library	4,800	100%		

ORIGINAL

**Government of Guam
Fiscal Year 2019 Budget
Equipment / Capital and Space Requirement**

[BBMR EL-1]

Function: PUBLIC EDUCATION
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (YONA)
Program: PUBLIC SERVICE

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
2-Step Step Stool	2	100	
3M Detection Unit	1	100	
3M Sensitizer	1	100	
4-Drawer Filing Cabinet	2	100	
Bissell Duel Brush Sweeper	1	100	
Bush Cutter (Shindaiwa)	1	100	
Card Catalog Drawer	2	100	
Children's Chairs	20	100	
Children's Table w/ chairs	7	100	
Circulation Desk	1	100	
Dell Latitude Laptop Notebook	1	100	
Dell Workstations	5	100	
Dictionary Stand	1	100	
Double Sided Book Shelf	8	100	
Easel	1	100	
Fellows Paper Shredder	1	100	
Flat End Book Cart	1	100	
Galang Microwave Oven	1	100	
General Electric Refrigerator	1	100	
Grey Cushioned Chair (Single Seater)	2	100	
Grey Cushioned Sofa	1	100	
Magazine Rack	2	100	
Map Stand	1	100	
Mop Bucket	1	100	
Newspaper Stand	1	100	
Patron Application Drawer	1	100	
Patron Application Drawer	1	100	
Patron Wooden Chair (Adult)	25	100	
Patron Wooden Chair (Children)	4	100	
Patron Wooden Table	8	100	
Printer (Canon)	1	100	
Refrigerator (Full Size)	1	100	
Round Wooden Table (Children)	1	100	
Secretarial Chair w/Arms	2	100	
Secretarial Chair w/out Arms	3	100	
Drawer (Baby Blue - 8 Drawer)	3	100	
Single Face Bookshelf (Medal/Wood)	19	100	
Single Pedestal Desk	2	100	
Split Type Air Condition Unit	5	100	
Storage Cabinet (Beige)	1	100	Children's Games
Storage Cabinet (Beige)	2	100	
Television/VCR Stand	1	100	
Typewriter - IBM	1	100	
Visual Storage Cabinets	1	100	
Vizio 24" Television	1	100	
Vacuum - Hoover	1	100	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	4,800	Total Program Space Occupied (Sq. Ft.):	4,800
Description	Square Feet	Percent of Total Program Space	Comments	
Yona Branch Library	4,800	100%		

ORIGINAL

A Transaction/ Obligation Date	B Transaction Type	C Vendor	D General Fund (\$)	E Special Fund (\$)	F Federal Fund (\$)	G Reasons for Nonsubmittal or Nonpayment
N/A						
Total			\$0.00	\$0.00	\$0.00	

Note:

Column A: Completion date of transaction or event prior to October 1, 2018.

Column B: Transaction Type such as personnel action, contracts, etc.

Column C: Vendor or Party owed

Column D, E, & F: Identify funding source and dollar amount inclusive of associated penalties or fees; if more than one transaction, need to total all transactions.

Column G: Note item of concern.