

INVITATION FOR BID

ISSUING OFFICE:

GENERAL SERVICES AGENCY
GOVERNMENT OF GUAM
148 ROUTE 1, MARINE DRIVE
PITI, GUAM 96915

2017 11/17
CLAUDIA S. ACFALLE
Chief Procurement Officer

Kevin Yang

DATE ISSUED: September 12, 2017

BID INVITATION NO: GSA-091-17

BID FOR: SCANNING, INDEXING, ENCODING, AND ELECTRONIC FILING SERVICES

SPECIFICATION: SEE ATTACHED

DESTINATION: DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES.

REQUIRED DELIVERY DATE: 90 Days Upon Receipt of Purchase Order. FOR A PERIOD OF ONE (1) YEAR ON AN AS NEEDED BASIS UPON AVAILABILITY OF FUNDS.

INSTRUCTION TO BIDDERS:

INDICATE WHETHER: INDIVIDUAL PARTNERSHIP CORPORATION

INCORPORATED IN: 1993

This bid shall be submitted in duplicate and sealed to the issuing office above no later than (Time) 10:00am . Date: 9/27/17 and shall be publicly opened. Bid submitted after the time and date specified above shall be rejected. See attached General Terms and Conditions, and Sealed Bid Solicitation for details.

The undersigned offers and agrees to furnish within the time specified, the articles and services at the price stated opposite the respective items listed on the schedule provided, unless otherwise specified by the bidder. In consideration to the expense of the Government in opening, tabulating, and evaluating this and other bids, and other considerations, the undersigned agrees that this bid remain firm and irrevocable within 90 calendar days from the date opening to supply any or all the items which prices are quoted.

NAME AND ADDRESS OF BIDDER:

SIGNATURE AND TITLE OF PERSON AUTHORIZED TO SIGN THIS BID:

Copy Express, Inc.
155 ET Calvo Memorial Pkwy #100
Tamuning, Guam 96913

[Signature]
KEVIN YANG / VP
Copy Express Inc.

AWARD: CONTRACT NO.: GSA-091-17 AMOUNT \$88,480.00 DATE: 10/04/17

ITEM NO(S). AWARDED: 1.1 Scanning, Indexing, Encoding, and Electronic Filing

CONTRACTING OFFICER:

[Signature] 9/27/17
CLAUDIA S. ACFALLE
Chief Procurement Officer

NAME AND ADDRESS OF CONTRACTOR:

SIGNATURE AND TITLE OF PERSON AUTHORIZED TO SIGN THIS CONTRACT:

Copy Express, Inc.
155 ET Calvo Memorial Pkwy #100
Tamuning, Guam 96913

[Signature] 10/4/17
KEVIN YANG / VP
Copy Express Inc.

ITEM NO.	DESCRIPTION	QTY/UOM	UNIT PRICE	PRICE EXTENSION
1.1	Scanning, Indexing, Encoding and Electronic Filing as per the following Specifications	1 JOB	\$ 88,480 ⁰⁰	\$ 88,480.00

SPECIFICATIONS:

BIDDING ON/REMARKS:

SCOPE OF WORK:

Scanning:

Physical files will be scanned and converted into electronic files to OnBase Document Imaging System (OnBase) for 2014, 2015, and 2016
 Electronic files will be in PDF format
 All scanned files must be accurate and readable.

Upload:

Filing of documents based on Case Number and/or Social Security Number on OnBase.

Index:

This process is to link electronic files between PHPro (Eligibility System) and OnBase. Tag documents to assigned Eligibility Specialist using OnBase workflow.

On-Site Services to Include:

- Labor and Materials to complete task.
- Laborer must be Health Insurance Portability and Accountability Act (HIPAA) Compliant
- Preparation and Handling of Documents.
- Scan and Index documents directly to OnBase Document completely for the estimated quantity of 195 – 200 bankers box categorized as regular documents with 305 fields based search.
- Other services may be required to complete task.
- End of Day Report.

Note: 203 Workstations will be provided to the laborer(s) depending on the availability of hardware.

These specifications were developed by the staff of the Dept. of Public Health & Social Services Mr. Steven Medrano and the approval by James W. Gillan, Director.

GUAM DAILY POST • TUESDAY, SEPTEMBER 12, 2017

Ceremony to float peace lanterns by the beach

By Alana Chargualaf
alana@postguam.com

The public is invited to a proa lantern floating ceremony on Saturday as a way to call for peace and for Guam residents to share a multicultural practice of honoring departed loved ones.

The ceremony is being organized by the Guam Nikkei Association, a group of Guam families whose ancestry is a mix of Chamoru and Japanese.

The ceremony encourages harmony and unity in community, the group said.

This is the third year the Proa Lantern Floating Ceremony will be held.

Registration and design will begin from 1 to 5 p.m. followed by the lantern floating ceremony at 6 p.m.

Participation is free, but donations of \$5 or more will allow participants to get a souvenir of the event.

This Sept. 16 event will be at the Gov. Joseph Flores Memorial Beach Park, next to Ypao Beach.



LANTERN CEREMONY: Monte Mesa, president of the Guam Nikkei Association, presents a model of the proa that will be used during the Annual Lantern Floating Ceremony to be held this Saturday at the Gov. Joseph Flores Memorial Beach Park. Norman M. Taruc/The Guam Daily Post

3,000 years of fishing, communication and transport around the Maria fire, symbolizing the spirit; and pa symbolizing the lanterns, which c inated as a festive part of Japar culture.

The lantern's design is credited Eagle Scout Joshua Cepeda.

Guam Nikkei Association Presic Monte Mesa said the lanterns biodegradable, and will be collec when the ceremony is complete.

The ceremony, Mesa said, is effort for Guam and Asian culture join in a spirit of love, and especia inafa'maolek," which, in Cham means to make things good or righ Guam is a "shining example of i spirit of harmony and peace," M said.

Mesa shared a goal of the Nik Association, which is for Cham ro-Japanese families such as Ichih Okada, Shimizu, Onedera and othe to strengthen their connection w their Japanese heritage.

A press conference to announce the upcoming event was held yesterday at the Guam Premier Outlets.

Showcased on the panel were representatives of Guam's Chamoru, Japanese, Chinese, Korean and Filipino cultures. Each shared their sentiments

of peace and appreciation for Guam's diverse melting pot.

All are invited to come and solemnly acknowledge, reflect, and remember lost loved ones, the organizers said.

"The key elements of the lantern include the proa, a canoe symbolizing

Woman who wrote 101 bounced checks denied release pending sentencing

By Louella Losinio
louella@postguam.com

The court rejected a motion for the release of Katrina Tedtaotao, who faces sentencing on conspiracy to commit bank fraud and bank fraud, during a hearing at the District Court of Guam yesterday.

Tedtaotao's lawyers had submitted a motion for her to be released pending sentencing, to which the government legal counsel objected.

The case was heard by Magistrate Judge Joaquin Manibusan Jr.

Shawn N. Anderson, acting U.S. attorney, in court documents said that the defendant has "demonstrated on numerous occasions that

she cannot comply with court-ordered conditions of release."

Court documents indicate that Tedtaotao pleaded guilty to conspiracy to commit bank fraud and bank fraud on May 2016. While on release, she committed retail theft on July 2016, according to court documents.

"She has violated other court-ordered release conditions such as her failure to report for drug testing and her use of narcotic drugs," Anderson said.

With prior multiple theft and financial fraud-related crimes, government counsel also said that the defendant poses a danger to the community.

"The defendant's prior criminal

history and instant conviction in the present case reflect an extensive pattern of her disregard for the law, and the well being of others. The defendant's unwillingness to abide by court-ordered release condition and her criminal history support continued detention," Anderson said.

Fraudulent checks

On March 10, 2014, Tedtaotao opened an individual checking account at Wells Fargo N.A. The account was closed on June 14, 2014, due to insufficient funds.

From May 7, 2014, to June 1, 2014, Tedtaotao and others entered into a scheme to electronically depositing worthless and fraudulent checks from Tedtaotao's defunct Wells

Fargo Bank account into Bank Guam accounts, which would infla the account balances. Tedtaotao a co-conspirators would then electric ally withdraw from the accounts make debit purchases before ba officials discovered the checks we worthless.

Tedtaotao and others recruit people with active Bank of Gua accounts and paid them for use their account debit cards and P numbers.

The defendant attempted to obtain more than \$71,000, and obtained least \$49,438, all by fraud.

Tedtaotao duped the Bank of Gua by writing at least 101 fraudulent checks, court documents state.

GUAM LAND USE COMMISSION
Department of Land Management
ITC Building, Third Floor, Tamuning, GU
P.O. Box 2950, Hagatna, Guam 96932
Tel: (671) 649-5263, Fax: (671) 649-5383

AGENDA

The Regular meeting of the Guam Land Use Commission will be held on Thursday, September 14, 2017 at 1:30 pm, The Department of Land Management Conference Room, 590 S. Marine Corps Dr., 3rd Floor, ITC Building, Tamuning.

- I. Roll Call
- II. Approval of Minutes - August 24, 2017
- III. Old Business (None)
- IV. New Business
 - A. Jung Min Seo & Won Sun Min: Zone Change from "A" to "M-1" zone for proposed construction of warehouses & other permitted uses in an "M-1" zone, on lots 5224-5-2 & 5224-5-3 Barrigada. [2017-11]
- V. Administrative Matters
 - B. Agana Shopping Center; Request for Consideration for the continued operation of the Agana Shopping Center's four electronic video wall signs, on Lot 82-1-5-R10-NEW-3, Hagatna. [2012-22A]
- VI. Adjournment

Funding Source provided by above Applicants
Person(s) requiring special accommodations please call Cristina at 649-5263 Ext. 375

GSA General Services Agency
(Ahenian Setibalon Hinirai)
Department of Administration
Government of Guam
148 Route 1 Marine Drive, Piti, Guam 96915
Tel: 475-1707-13 Fax: 472-4217475-1727

**THIS ADVERTISEMENT WAS PAID WITH GOVERNMENT FUNDS BY:
DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES**

A non-refundable fee of \$10.00 per bid package will be assessed.
Certified Check, Cashier's Check, Cash will be accepted. No personal or company check.
Payment for bid package picked up after 3:00 pm will not be accepted.

INVITATION FOR BID

BID NO.:	GSA-091-17
FOR:	SCANNING, INDEXING, ENCODING, AND ELECTRONIC FILING SERVICES
Submission Date:	September 27, 2017 Time: 10:00AM
Place:	GENERAL SERVICES AGENCY, PITI, GUAM

Location of the General Services Agency is located next to the Piti Fire Station.

The bid package will be available at GSA in piti commencing on date of advertisement up to the opening date and time stated above or can be downloaded from the GSA website: gsa.dsa.guam.gov from the date of advertisement.

GSA recommends that prospective bidders register current contact information with GSA to ensure they receive any notices regarding any changes or updates to the IFB. The procuring agency and GSA will not be liable for failure to provide notice to any party who did not register current contact information.

/s/ CLAUDIA S. ACFALLE
Chief Procurement Officer