



**CONSOLIDATED
COMMISSION ON UTILITIES**

Guam Power Authority • Guam Waterworks Authority
P.O. BOX 2977 • Agana, Guam 96932

CONSOLIDATED COMMISSION ON UTILITIES

RESOLUTION NO. 2016-54

***RESOLUTION RELATIVE TO THE CREATION OF THE ASSISTANT GENERAL MANAGER,
ENGINEERING & TECHNICAL SERVICES AND ASSISTANT GENERAL MANAGER,
ADMINISTRATION POSITIONS; AND THE AMENDMENT OF THE ASSISTANT GENERAL
MANAGER, OPERATIONS POSITION***

WHEREAS, the General Manager, Guam Power Authority petition's the Consolidated Commission on Utilities (CCU) to create an Assistant General Manager, Engineering & Technical Services position, and an Assistant General Manager, Administration position in the unclassified service; and

WHEREAS, the General Manager, Guam Power Authority petition's the Consolidated Commission on Utilities (CCU) to amend the Assistant General Manager, Operations position, job specification and Job Evaluation (JE) assignment; and

WHEREAS, Public Law 28-112 and 4 GCA §6303 (d) authorizes the creation of positions in Autonomous Agencies and Public Corporations; and

WHEREAS, GPA Personnel Rules and Regulations Section 7.03 (c), authorizes the General Manager to petition the CCU to amend, to include, but not limited to, deleting, adding, or modifying such positions, the approved list of the Authority's Certified, Technical, and Professional positions; and

WHEREAS, the Guam Power Authority is a public corporation established and existing under the laws of Guam; and

WHEREAS, the creation and amendment of these Assistant General Manager positions are essential to the realignment of GPA's organizational structure; and

1 **WHEREAS**, these positions and the realignment of the reporting structure will streamline
2 the General Manager position's span of control and provide the General Manager the ability to
3 concentrate and focus on higher level management and strategic planning initiatives; and

4 **WHEREAS**, the Guam Power Authority (GPA) management has provided the CCU with
5 a petition (see Exhibit-Staff Report attached hereto) in compliance with the petition requirements
6 mandated by Guam law which are conditions precedent for the CCU to create and amend any
7 new positions; and

8 **WHEREAS**, the CCU has the lawful authority under Guam Public Law 28-113 and 28-
9 159, as well as the accompanying rules which were approved by the Guam Legislature, to
10 create a list of certified, technical and professional positions on behalf of the Guam Power
11 Authority;

12 **WHEREAS**, after further consideration, the CCU does hereby wish to amend the
13 certified, technical and professional job listing which incorporates these new positions approved
14 via this resolution.

15
16 **NOW THEREFORE, BE IT RESOLVED**, by the Consolidated Commission on Utilities
17 does hereby approve and authorize as follows:

- 18
19 1. The Assistant General Manager, Engineering & Technical Services position is
20 hereby created in the unclassified service pursuant to the petition presented to
21 the CCU that is certified by as complying in all pertinent ways with the
22 requirements set forth under Guam law for such petition.
- 23 2. The Assistant General Manager, Administration position is hereby created in the
24 unclassified service pursuant to the petition presented to the CCU that is certified
25 by as complying in all pertinent ways with the requirements set forth under Guam
26 law for such petition.
- 27 3. The Assistant General Manager, Operations position job specification and JE
28 assignment is hereby amended pursuant to the petition presented to the CCU

1 that is certified by as complying in all pertinent ways with the requirements set
2 forth under Guam law for such petition.

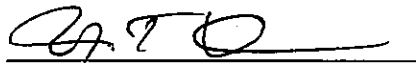
3 4. The amendment of the certified, technical and professional job listing which
4 incorporates these new positions approved via this resolution is hereby approved
5 pursuant to the petition presented to the CCU that is certified by as complying in
6 all pertinent ways with the requirements set forth under Guam law for such
7 petition.

8 5. The market percentile options recommended based on the 2016 Market Data for
9 each Assistant General Manager position are hereby adopted pursuant to the
10 petition presented to the CCU. The annual salary for each position will
11 commensurate with experience and qualifications per hire as recommended by
12 the General Manager and approved by the CCU.

13
14 **RESOLVED**, that the Chairman certified and the Secretary attests to the adoption of this
15 Resolution.


16
17 DULY AND REGULARLY ADOPTED AND APPROVED this 27th day of September,
18 2016.

19 Certified by:

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21 JOSEPH T. DUENAS
22 Chairperson
23 Consolidated Commission on Utilities
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Attested by:



J. GEORGE BAMBA
Secretary
Consolidated Commission on

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SECRETARY'S CERTIFICATE

I, J. George Bamba, Secretary for the Consolidated Commission on Utilities do hereby certify that the foregoing is a full, true, and correct copy of the resolution duly adopted at a regular meeting of the members of Guam's Consolidated Commission on Utilities, duly and legally held at the meeting place thereof on September 27, 2016, at which meeting of all said members had due notice and at which at least a majority thereof were present, and

At said meeting said resolution was adopted by the following vote:

Ayes: 3

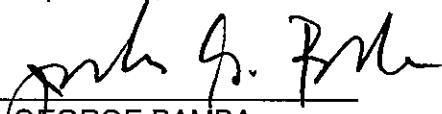
Nays: 0

Absent: 2

Abstain: 0

Said original resolution has not been amended, modified, or rescinded since the date of its adoption, and the same is now in full force and effect.

SO CERTIFIED this 27th day of September, 2016.



J. GEORGE BAMBA
Secretary
Consolidated Commission on Utilities

**GUAM POWER AUTHORITY
STAFF REPORT**

I. REQUEST:

The General Manager of the Guam Power Authority request's to create two Assistant General Manager positions to support the organizational realignment of the managerial structure at the Guam Power Authority. These positions consist of the Assistant General Manager, Engineering and Technical Services (AGMET); and the Assistant General Manager, Administration (AGMA). The General Manager also request's to amend the Assistant General Manager, Operations job specification consistent with the proposed creations of the AGMET and AGMA positions.

II. AUTHORITY:

- a. 12 GCA §8104.13 - Guam Power Authority
- b. P.L. 28-159 Section 3 (C)
- c. 4 GCA §6303(d)
- d. 4 GCA §6303 (2) and §6303.1

III. SUMMARY:

The creation of two additional Assistant General Manager positions and the amendment of the Assistant General Manager, Operations positions are essential to the realignment of GPA's organizational structure. The addition of two assistant general manager positions will streamline the number of direct reports to the General Manager position and provide a manageable span of control. The General Manager position will have the ability to concentrate and focus on higher level management and strategic planning initiatives.

The creation of two (2) assistant general manager positions includes the formation of three (3) departments: 1) Operations; 2) Engineering and Technical Support; and 3) Administration. Each department will be headed by an Assistant General Manager position which consist of the following: 1) Assistant General Manager, Operations (AGMO); 2) Assistant General Manager, Engineering and Technical Support (AGMET); and 3) Assistant General Manager, Administration (AGMA). The proposed job standards are shown in the attachments herein as Exhibit A-AGMO; Exhibit B- AGMET; and Exhibit C- AGMA.

These positions will be funded from the Guam Power Authority budget allocations and has no financial impact to the General Fund.

The proposed FY 2017 organizational chart as shown in the attachment herein as Exhibit D depicts the departmental structure and the list of direct reports by division.

IV. CLASSIFICATION REVIEW:

The creation of the AGMET position and the realignment of the divisional reporting structure minimally impacted the job evaluation points assigned to the AGMO position. A reduction in the staffing levels under the AGMO impacted the point assignment in the job factor No.12 – Supervisory & Managerial Responsibility. This factor accounts for the supervision and management of human resources (both directly and indirectly) within the organization. The total job evaluation (JE) points decreased from a total of 1581 points to a new total of 1566 JE points.

There is an 11 JE point(s) differential between the AGMO and the AGMET positions. The total JE points assigned to the AGMET is 1555 points. While these positions were assessed similarly in ten out of 12 job factors, the AGMET rated higher in the Problem Solving job factor and lower in the Supervisory & Managerial Responsibility job factor. The problem solving factor takes into account the problem solving requirements associated with the position. It measures such facets as the amount of judgment exercised, the availability of rules and guidelines to assist in problem solving, the degree of analysis necessary to appreciate the full consequences of a problem and the originality, ingenuity and initiative required to arrive at a solution. The AGMET position problem solving job factor received a score of F175 and the AGMO position received a score of F152 in the problem solving job factor. The total JE points assigned to the AGMET position is 1555.

The AGMA position is assessed a total of 1468 JE points. A differential of 76 JE points from the initial assessment in 2007 of 1392 JE points. The variance in job evaluation scores are seen in the education, experience and supervisory & managerial responsibility job factors. An increase in the education and experience required of the AGMA position is accounted for in the job evaluation points assigned to these job factors at J152 and K20 from J132 and K 175, respectively. The supervisory & managerial responsibility score decreased from E2 76 to D2 66.

The proposed job evaluation (JE) points for these positions are shown the attachment herein as Exhibit E.

Alan Searle and Associates recently conducted market review of each Assistant General Manager position. The findings of this market review were based on 2016 market data and indicate that GPA's position in the current market equates to approximately the 5th market percentile.

With GPA's current market position at the 5th market percentile this percentile option provides a good starting point for each Assistant General Manager position with regards compensation and the implementation ranges. Additional options were provided at the 10th, 15th and 20th market percentiles should a higher salary is required as a pay incentive.

Alan Searle and Associates provided several implementation range options and at each market percentile. A wider implementation range results in the minimum range being further away from the market percentile pay rate. The maximum range is the value that represents the market percentile.

The pay options recommended based on the 2016 market review for each Assistant General Manager position follows:

1. Assistant General Manager Operations

\$141,703 (R-9-B range minimum) to \$147,457 (R-10-B range maximum). This is based on the 5th market percentile with a +4 sub-step variance between range minimum and range maximum

\$136,174 (R-8-B range minimum) to \$147,457 (R-10-B range maximum). This is based on the 5th market percentile with a +8 sub-step variance between range minimum and range maximum

\$145,997 (R-10-A range minimum) to \$151,925 (R-11-A range maximum). This is based on the 10th market percentile with a +4 sub-step variance between range minimum and range maximum

\$140,300 (R-9-A range minimum) to \$151,925 (R-11-A range maximum). This is based on the 10th market percentile with a +8 sub-step variance between range minimum and range maximum

\$148,932 (R-10-C range minimum) to \$154,979 (R-11-C range maximum). This is based on the 15th market percentile with a +4 sub-step variance between range minimum and range maximum

\$143,121 (R-9-C range minimum) to \$154,979 (R-11-C range maximum). This is based on the 15th market percentile with a +8 sub-step variance between range minimum and range maximum

\$153,445 (R-11-B range minimum) to \$159,675 (R-12-B range maximum). This is based on the 20th market percentile with a +4 sub-step variance between range minimum and range maximum

\$147,457 (R-10-B range minimum) to \$159,675 (R-12-B range maximum). This is based on the 20th market percentile with a +8 sub-step variance between range minimum and range maximum

2. Assistant General Manager Engineering & Technical Services

\$141,703 (R-9-B range minimum) to \$147,457 (R-10-B range maximum). This is based on the 5th market percentile with a +4 sub-step variance between range minimum and range maximum

\$136,174 (R-8-B range minimum) to \$147,457 (R-10-B range maximum). This is based on the 5th market percentile with a +8 sub-step variance between range minimum and range maximum

\$145,997 (R-10-A range minimum) to \$151,925 (R-11-A range maximum). This is based on the 10th market percentile with a +4 sub-step variance between range minimum and range maximum

\$140,300 (R-9-A range minimum) to \$151,925 (R-11-A range maximum). This is based on the 10th market percentile with a +8 sub-step variance between range minimum and range maximum

\$148,932 (R-10-C range minimum) to \$154,979 (R-11-C range maximum). This is based on the 15th market percentile with a +4 sub-step variance between range minimum and range maximum

\$143,121 (R-9-C range minimum) to \$154,979 (R-11-C range maximum). This is based on the 15th market percentile with a +8 sub-step variance between range minimum and range maximum

\$153,445 (R-11-B range minimum) to \$159,675 (R-12-B range maximum). This is based on the 20th market percentile with a +4 sub-step variance between range minimum and range maximum

\$147,457 (R-10-B range minimum) to \$159,675 (R-12-B range maximum). This is based on the 20th market percentile with a +8 sub-step variance between range minimum and range maximum

3. Assistant General Manager Administration

\$133,491 (R-7-D range minimum) to \$138,911 (R-8-D range maximum). This is based on 2016 market data at the 5th market percentile with a +4 sub-step variance between range minimum and range maximum

\$128,282 (R-6-D range minimum) to \$138,911 (R-8-D range maximum). This is based on 2016 market data at the 5th market percentile with a +8 sub-step variance between range minimum and range maximum

\$136,174 (R-8-B range minimum) to \$141,703 (R-9-B range maximum). This is based on 2016 market data at the 10th market percentile with a +4 sub-step variance between range minimum and range maximum

\$130,861 (R-7-B range minimum) to \$141,703 (R-9-B range maximum). This is based on 2016 market data at the 10th market percentile with a +8 sub-step variance between range minimum and range maximum

\$138,911 (R-8-D range minimum) to \$144,552 (R-9-D range maximum). This is based on 2016 market data at the 15th market percentile with a +4 sub-step variance between range minimum and range maximum

\$133,491 (R-7-D range minimum) to \$144,552 (R-9-D range maximum). This is based on 2016 market data at the 15th market percentile with a +8 sub-step variance between range minimum and range maximum

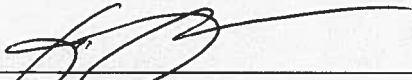
\$141,703 (R-9-B range minimum) to \$147,457 (R-10-B range maximum). This is based on 2016 market data at the 20th market percentile with a +4 sub-step variance between range minimum and range maximum

\$136,174 (R-8-B range minimum) to \$147,457 (R-10-B range maximum). This is based on 2016 market data at the 20th market percentile with a +8 sub-step variance between range minimum and range maximum

V. RECOMMENDATION (S):

- A.) To approve the creation of the Assistant General Manager, Engineering and Technical Support; and the Assistant General Manager, Administration positions in the unclassified service and include these positions in the CTP list of positions;

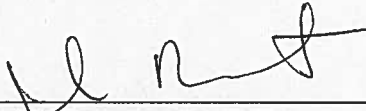
- B) To approve the amendment of the Assistant General Manager, Operations positions job standard and the job evaluation points assigned as impacted by GPA's organizational realignment ;
- C.) The Consolidated Commission on Utilities (CCU) adopt and approve a market percentile option listed above for each Assistant General Manager position's compensation structure.



Julie L. Quinata
Personnel Services Administrator

12 Aug 2016

Date



John M. Benavente, P.E.
General Manager

9-13-16

Date