

CAMACHO CALVO LAW GROUP LLC

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Attorney for Appellant  
BASIL FOOD INDUSTRIAL SERVICES CORPORATION

**RECEIVED**  
OFFICE OF PUBLIC ACCOUNTABILITY  
PROCUREMENT APPEALS

DATE: 3/0/19  
TIME: 350  AM  PM BY: Vina Davis  
FILE NO OPA-PA: 19-002

BEFORE THE OFFICE OF PUBLIC ACCOUNTABILITY

In the Appeal of

BASIL FOOD INDUSTRIAL SERVICES  
CORPORATION,

Appellant.

Docket No. OPA-PA-19-002

**APPELLANT BASIL FOOD  
INDUSTRIAL SERVICES  
CORPORATION'S COMMENT ON  
AGENCY REPORT**

**I. INTRODUCTION**

Appellant Basil Food Industrial Services Corporation ("Basil") hereby submits its Comment on the Agency Report received on March 1, 2019. GSA contends that it has two separate bases to defend against Basil's appeal. Basil addresses these flawed arguments in turn.

**II. ARGUMENTS**

**A. Basil's Protest was Timely**

GSA argues that Basil's January 25, 2019 procurement protest is untimely. This argument, however, fails to take into account the Guam Supreme Court's holding in Guam Imaging Consultants, Inc. v. Guam Memorial Hos. Auth., 2004 Guam 15. In Guam Imaging, the Supreme Court held that the time in which to file a protest does not begin until the aggrieved party has

sufficient knowledge of facts to form a protest. Id. ¶¶ 33, 36. The Supreme Court explained that an aggrieved party does not have, nor should it have, the required knowledge of facts until it receives sufficient information from the purchasing agency. Id. ¶ 36. In Guam Imaging, the aggrieved party, RADS, did not have sufficient knowledge or information to form its protest until it received a memorandum from the purchasing agency, Guam Memorial Hospital Authority, stating that a closed, exclusive procurement contract had been awarded. Id.

GSA asserts that its January 3, 2019<sup>1</sup> response to Basil’s December 29, 2018<sup>2</sup> inquiry on the status of a Request for Bid for food services provided Basil with the requisite knowledge to trigger the protest timeframe. However, GSA’s response did not provide Basil with any basis to form a protest. To the contrary, GSA simply informed Basil that it was waiting for approval from the Department of Corrections (“DOC”) and the Office of the Attorney General before proceeding with the bid. Based on this response, Basil reasonably relied upon the statement that no Request for Bid had been issued and that additional time was needed before any bids would be solicited. At this point, Basil did not have sufficient facts to believe that it had been aggrieved.

On January 8, 2019,<sup>3</sup> through its counsel, Basil submitted a Freedom of Information Act (FOIA) Request for notices, documents, correspondence, and communications relating to the provision of food services for inmates at DOC for the period of January 2019. Three days later, on January 11, 2019,<sup>4</sup> GSA provided Basil with 114 pages of documents, none of which were responsive to the clearly stated timeframe of January 2019.<sup>5</sup> **Exhibit L.**<sup>6</sup> The lack of responsive

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<sup>1</sup> See Basil’s February 13, 2019 Notice of Procurement Appeal, **Exhibit C**.  
<sup>2</sup> See Basil’s February 13, 2019 Notice of Procurement Appeal, **Exhibit B**.  
<sup>3</sup> See Basil’s February 13, 2019 Notice of Procurement Appeal, **Exhibit D**.  
<sup>4</sup> See Basil’s February 13, 2019 Notice of Procurement Appeal, **Exhibit E**.  
<sup>5</sup> To add insult to injury, Basil had to pay GSA \$114.00 for the 114 pages of documents that failed to respond to Basil’s specific request. Due to the non-responsiveness of those documents, the \$114.000 fee paid by Basil should be reimbursed as a cost of filing this appeal.  
<sup>6</sup> In Basil’s February 13, 2019 Notice of Procurement Appeal, it provided Exhibits A through K, some of which are referenced herein. Any additional exhibits identified in this document are labeled the next in order.

records was alarming and could only lead to only one conclusion – that GSA had, in fact, procured food services for the month of January 2019 without carrying out the proper procedures required by law. If GSA had complied with 5 G.C.A. § 5215, the responsive records pursuant to the FOIA documents should have included the following: (1) the emergency declaration from the Governor for the month of January 2019, (2) the Request for Quotation forms issued by GSA for the January 2019 emergency procurement, and (3) notice to prospective bidders from the qualified bid list who have provided the needed supplies and services to the government within the preceding twelve (12) months. But upon discovering that there were no documents evidencing the required steps for an emergency procurement, Basil had finally acquired sufficient knowledge or had a sufficient basis to believe that GSA had illegally procured food services for DOC. It was at this point that the time to file a protest had arisen. As GSA provided its response to Basil's FOIA Request on January 11, 2019,<sup>7</sup> Basil's January 25, 2019 protest is timely.

After filing its protest, Basil took an additional measure to find documents related to the procurement food services for DOC. On January 23, 2019,<sup>8</sup> Basil issued a second Freedom of Information Act Request. GSA responded on January 25, 2019 and claimed that it had submitted a complete collection of documents responsive to Basil's first FOIA Request, except for a purchase order and amendment for the month of January 2019.<sup>9</sup> Further, on January 29, 2019,<sup>10</sup> Chief Procurement Officer Claudia Acfalle again admitted that GSA's response to Basil's FOIA Request was inaccurate and incomplete, and the December 20, 2018 Request for Emergency Procurement and the Governor's December 21, 2018 signed approval of a new emergency procurement period

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<sup>7</sup> See Basil's February 13, 2019 Notice of Procurement Appeal, **Exhibit E**.

<sup>8</sup> See Basil's February 13, 2019 Notice of Procurement Appeal, **Exhibit G**.

<sup>9</sup> See Basil's February 13, 2019 Notice of Procurement Appeal, **Exhibit J**. Attached to this exhibit is GSA's Purchase Order to S.H. Enterprises, Inc. for food services for January 2019 and an amendment regarding snack services. This was the first time Basil received this document.

<sup>10</sup> See Basil's February 13, 2019 Notice of Procurement Appeal, **Exhibit I**.

were finally produced.<sup>11</sup> This egregious failure to comply with its Sunshine Act duties should not be condoned. Failing to produce the two most responsive documents *twice* is unacceptable. GSA cannot successfully argue that Basil had sufficient knowledge to form a protest at any time earlier than January 11, 2019, especially considering GSA's intentional and continual failure to produce documents that were specifically requested.

**B. GSA Did Not Allow Basil Or Any Other Bidder to Participate In The Bidding Process for the Emergency Procurement for January 2019**

GSA's argument that Basil was allowed to participate in the second emergency procurement for January 2019 is utterly flawed and lacks candor. Specifically, it states in its Agency Report for OPA-PA-19-002 [Procurement Record, Tab 1],

“The second argument is that Basil was allowed to participate in the second emergency decree of December 2018. The three (3) quotes that the government used was based on their price submittal on the October emergency. The Request for Quotation asked for the companies to provide quotes good for “180” days. Since December was for a period of another ninety (90) days, these quotes were used.”

This nonsensical argument should not be given any credence for several reasons. First, Guam law encourages and supports healthy competition between potential bidders, even in emergency procurement situations. It allows the Chief Procurement Officer to make emergency procurements “when there exists a threat to public health, welfare, or safety under emergency conditions...provided that such emergency procurements shall be made *with such competition* as is practicable under the circumstances.” 5 G.C.A. § 5215 (emphasis added). Despite the important public policy of encouraging healthy competition when vying for government contracts, GSA clearly prevented any competition from occurring when it intentionally failed to solicit at least

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<sup>11</sup> Id. This document was clearly in the possession of GSA at the time of Basil's first FOIA Request and is directly responsive to the request.

three (3) price quotes<sup>12</sup> for the January 2019 emergency procurement. This is evidenced by the lack of Request for Quotation forms in the procurement record.

Second, GSA argues that Basil effectively participated in the bidding process for the January 2019 emergency procurement because it [Basil] submitted price quotations for the October 2018 emergency procurement which were good for 180 days, and GSA relied on those prices within that stated time period. This unconscionable argument is not only shocking and unsettling, but it is also in clear defiance of Guam's Procurement laws. It should be made clear that Basil did not participate in the bidding process for the January 2019 emergency procurement, and neither did any other prospective bidder for that matter. In fact, when Basil completed the Request for Quotation for Requisition Number: Q19130008/RFQ #: RFQ18003660 for the October 2018 emergency procurement [Procurement Record, Tab 5] and indicated that its prices were good for 180 days,<sup>13</sup> it was not aware that it was effectively bidding on prospective emergency procurements for food services for the Department of Corrections issued within the 180 day period. An unknowing bidder cannot be found to have effectively bid or participated in an emergency procurement based on the terms of its prior bid. Any arguments supporting this notion are

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<sup>12</sup> Guam's Procurement Law requires that "the procurement agent must solicit at least three (3) informal price quotations for an emergency procurement." 5 G.C.A. § 5215. In its Agency Report, GSA essentially argues that this requirement was met since "[t]he three (3) quotes that the government used was based on their [Basil's] price submittal on the October emergency." However, this is a misstatement and it should be clarified that GSA only received two (2) quotes for the October 2018 emergency procurement; one from SH Enterprises and the other from Basil Foods. Procurement Record, Tab 5 and 6. Global Food Services did not submit a quotation. Procurement Record, Tab 7. Further, even if GSA relied upon the price quotes submitted for the October 2018 emergency procurement when it awarded the January 2019 emergency procurement to SH Enterprises, this reliance is irrelevant and does not, in any way, satisfy the actual legal requirement that GSA solicit at least three (3) price quotes.

<sup>13</sup> GSA required that the price quote be valid for 180 days. This requirement is typewritten in the September 25, 2018 Request for Quotation issued by GSA to the prospective bidders, including Basil. Specifically, it states,

DESCRIPTION - OR EQUAL  
A PERIOD OF 180 DAYS  
PLEASE SEE ATTACHED SPECIFICATIONS

Procurement Record, Tab 5, page 4. Accordingly, when Basil completed and submitted the Request For Quotation, the number of days, namely "180" is handwritten in the section that states, "Prices good for: 180 days." Procurement Record, Tab 5, page 1.

unreasonable, inequitable and unjust. Further, GSA's reliance on its argument, even though it never issued solicitations for quotes, which is in violation of 5 G.C.A. § 5215, can only mean that GSA tricked and deceived Basil into its unknowing participation in the flawed January 2019 emergency procurement process. GSA's argument violates public policy on many different levels and any continued reliance upon it would have a disastrous impact on the public's confidence in the procurement process and the public's faith in the honesty and transparency of our government. Had GSA simply complied with the emergency procurement requirements indicated in 5 G.C.A. § 5215, it would not have to raise absurd arguments to justify its actions which it knows are not supported by Guam law.

Third, since GSA is relying on the price quotes issued for the October 2018 emergency procurement, it should be noted that on September 25, 2018, GSA's Chief Procurement Officer Claudia Acfalle issued a revised Request for Emergency Procurement from the Governor of Guam effective on October 1, 2018 "for a period up to ninety (90) days, in thirty (30) day period [sic]". Procurement Record, Tab 11. It seems highly suspicious that GSA would obtain an emergency procurement for up to ninety (90) days, but yet require the bidders to guarantee the validity of their prices for a much longer time, namely, one hundred and eighty (180) days. There is absolutely no rhyme or reason for this requirement. By taking a step back and looking at the bigger picture, it becomes evident that GSA had intended all along to circumvent the emergency procurement process as it is essentially arguing that since the price quotes were good for 180 days, then it is superfluous to go through the solicitation and bidding process since GSA is continuing to award the contract to the lowest bidder. This is quite creative, but completely illegal as GSA has effectively found a way to avoid the emergency procurement process and stifle all competition when bidding for government contracts. GSA cannot and should not be allowed to require bidders

to make their prices good for 180 days and then argue that they had already, albeit unknowingly, participated in the bidding process.

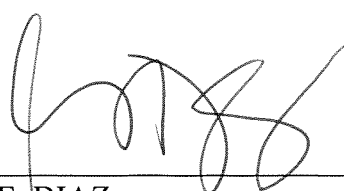
### III. CONCLUSION

Based on the facts and the records presented, it is evident that Basil's protest was timely. Further, GSA's clear and willful violations of Guam Procurement law, its denial of Basil's protest and its haphazard emergency procurement practices cannot stand as a matter of public policy. Two of the policies underlying the Guam Procurement Law include "to provide for increased public confidence in the procedures followed in public procurement" and "to ensure the fair and equitable treatment of all persons who deal with the procurement system of this Territory." *Id.* § 5001(b)(3)-(4). GSA's complete disregard for the requirements of an emergency protest are detrimental to the public's faith and reliance on a credible procurement system. Further, GSA's arbitrary practices in this emergency procurement are incapable of providing fair and equitable treatment to those who seek to participate in Guam's procurement system.

Both the policies and requirements of Guam Procurement Law in emergency procurement settings are simple and can be easily applied by GSA, and its failure to follow these requirements is unacceptable and should not be allowed to stand.

DATED: Hagåtña, GU, March 11, 2019.

CAMACHO CALVO LAW GROUP LLC



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GERI E. DIAZ  
Attorney for Appellant  
BASIL FOOD INDUSTRIAL SERVICES  
CORPORATION

# EXHIBIT L





CAMACHO  
CALVO  
LAW GROUP LLC

January 8, 2019

**VIA HAND DELIVERY**

General Services Agency  
Department of Administration  
148 Route 1 Marine Corps Drive  
Piti, Guam 96915

Attn: Claudia Acfalle, Chief Procurement Officer

Re: Freedom of Information Act (FOIA) Request

Dear Ms. Acfalle:

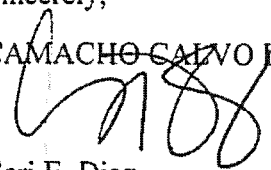
Pursuant to the Freedom of Information Act, I request to inspect and copy without limitation the following documents:

Any and all notices, documents, correspondence and communications issued by or received by GSA concerning or relating to the provision of food services for the inmates and detainees at the Department of Corrections and the Hagatna Facility for the period of January 2019.

Please let me know if you have any questions about this request or need any clarification. Per 5 G.C.A. §10103, these public records should be made available within four (4) working days from receipt of this request. Your cooperation is most appreciated.

Sincerely,

CAMACHO CALVO LAW GROUP LLC

  
Geri E. Diaz

GED/abm  
066987-00002 98799

**ACKNOWLEDGEMENT COPY**

RECEIVE BY 

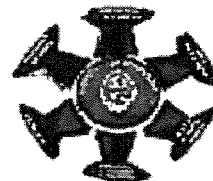
DATE 1/8/19 10:57 am



Lourdes A. Leon Guerrero  
Governor  
Joshua F. Tenorio  
Lieutenant Governor

DEPARTMENT OF ADMINISTRATION  
(DIPATTAMENTON ATMENESTRASION)  
**GENERAL SERVICES AGENCY**  
(Ahensian Setbision Hinirat)

148 Route 1 Marine Corp Drive, Piti Guam 96915  
TEL: (671) 475-1707/475-1700 \* FAX: (671) 475-1727/472-4217



Edward M. Birn  
Director  
Edith C. Pangelinan  
Deputy Director

January 10, 2019

Ms. Geri Diaz  
Camacho Calvo Law Group LLC  
134 W. Soledad Ave. Suite 401  
Hagatna, GU 96910  
[gdiaz@camachocalvo.law](mailto:gdiaz@camachocalvo.law)

**Subject: Freedom of Information Act – Food Services for Department of Correction and Hagatna Inmates and Detainees for the period of January 2019.**

*Hafa Adai*, We are in receipt of your FOIA request letter dated January 8, 2019, regarding Food Services for Department of Correction and Hagatna Inmates and Detainees for the period of January 2019.

Pursuant to the Guam Code Annotated Title 5 Government of Guam Operations and Source: GC § 6009 renumbered from § 54159 by P.L. 11-219. Original Dept. of Administration Act was enacted by P.L. 9-239. §20110, Schedule of Fees of Copies. Charges of Copying Government Documents, you will need to pay one dollar (\$1.00) per page. Thus, if the page is back to back with information a \$1.00 charge for the front page and an additional \$1.00 for the back page.

Your request consists of 114 pages totaling a total of \$114.00. Please bring exact change of \$114.00 in cash when picking up the documents.

CLAUDIA S. ACFALLE  
Chief Procurement Officer

Eddie Baza Calvo  
Governor



**GENERAL SERVICES AGENCY**  
(Ahensian Setbision Hinirat)

Government of Guam

148 Rt. 1 Marine Corps Dr. Piti Guam 96915  
Ph: 475-1707/1720 Fax: 475-1727/472-4217  
Email: gsaprocurment@gsadoa.guam.gov

Ray Tenorio  
Lt. Governor

Edward M. Birn  
Director

Vincent P. Arriola  
Deputy Director

12/04/2018  
ISSUE DATE

Amendment No.: 2019000002

VENDOR: CALIFORNIA MART  
S.H. ENTERPRISES, INC.  
P.O. BOX 9730  
TAMUNING, GU 96931

VENDOR NO.: S0097959 PHONE: 671 649-0521 FAX: 671 649-2957  
EMAIL:

SUBJECT: Purchase Order No. P196E00001 Dated 10/01/2018 Document No. Q191300008

In reference to the above subject matter, please take the following action(s) upon receipt of this Pro Forma letter. (X) marked in the box opposite the action, is/are the actions to be taken:

- ( ) Cancel in its entirety
- ( ) The substitute item(s) is/are acceptable, proceed with the shipment
- ( ) Cancel the balance and consider the order complete
- ( ) Please ship VIA: A.P.P., Ocean Freight, P.P., Book Post
- ( X ) Others: (as stated below)

AMEND TO INCREASE PURCHASE ORDER TOTAL AMOUNT FROM: \$560,000.00 TO NOW READ: \$840,000.00. AN ADJUSTMENT OF \$280,000.00. PERIOD TO COVER: DECEMBER 2018


\*\* ALL OTHERS REMAIN UNCHANGED \*\*

\*\* NOTE: AMENDMENT CHANGES P/O VALUE. \*\*  
Your immediate action in this matter is requested.

Sincerely yours,

  
Claudia S. Acfalle  
Chief Procurement Officer

DOA 273

Please fax or email back to GSA	
<b>ACKNOWLEDGMENT COPY</b>	
(PLEASE PRINT)	
Received by:	
Date:	12-17-18
Vendor Name:	S.H. Enterprises, Inc
Fax:	671-472-4217
Email:	gsaprocurment@gsadoa.guam.gov

COMMITTED TO EXCELLENCE

COMMITTED TO EXCELLENCE

**tianna sarrosa**

---

**From:** Jay Oliver Mariano <jmariano@gfsgroup.com>  
**Sent:** Tuesday, September 25, 2018 1:55 PM  
**To:** tianna sarrosa  
**Subject:** Re: REVISED !! REQUEST FOR QUOTE FOR Q191300008

Tianna,

For the revised RFQ Q191300008, GFS will not be submitting a quote.

Best regards,

Jay OC Mariano  
Controller  
GFS Group

Global Food Services LLC  
PO Box L, Hagatña, GU 96932  
TL: 671 646 6083 | DL: 671 588 6089 | Fax: 671 646 6097  
jmariano@gfsgroup.com | www.gfsgroup.com

"Making the Hafa Adai Difference"

NOTICE: This e-mail message and any attachments are intended for the sole use of the addressee and may contain legally privileged and confidential information. If you are not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination, distribution, copying, or other use of this message or its attachments is strictly prohibited. If you have received this message in error, please notify the sender immediately by replying to this message and delete it from your computer.

On September 25, 2018 at 12:21 PM tianna sarrosa <tianna.sarrosa@gsadoa.guam.gov> wrote:

Hi,

Please see attached revised RFQ. Please provide a response by 5:00 p.m today.

Thank you

All correspondences for this RFP must reference the Requisition Number. Please send any correspondences to gsaprocurment@gsadoa.guam.gov

PLEASE RESPOND BACK WITH QUOTE OR NO QUOTE SI YU 'US MA 'ASE

**REVISED**  
01/25/18

REQUEST FOR QUOTATION

BUYER : Tedcaotao, Christine M. - GSA  
TELEPHONE: 475-1705 FAX NO.: 475-1727

Please respond as soon possible but no later than: 9/27/2018 Requisition Number: Q191300008 Date: 9/25/2018  
RFQ #: RFQ13003660  
*5:00 pm Today*

VENDOR: BASIL FOOD INDUSTRIAL SERVICES | PLEASE FURNISH PRICE QUOTE, DELIVERY TIME  
30012200 CORPORATION | AND TERMS BASED ON F.O.B. DESTINATION FOR  
482 PALE SAN VITORES ROAD | THE ITEMS LISTED BELOW. PLEASE RESPOND BY  
TAMUNING, GU 96910 | THE ABOVE DATE.  
erhongzhou@hotmail.com  
Phone (671) 475-8888 Fax (671) 475-0088

Quoted by Print/Signature: Michael Zhou Quote Date: 09-27-18 Phone Number: 475-8888/9999

Delivery Date Required: Oct. 01, 2018  
Delivery Date Offered: Oct. 01, 2018

Terms: Prices good for: 90 Days  
The party making the foregoing bid is genuine and that said bidder agrees, that they are fully aware and is in compliance with Title 5 G.C.A. Chapter 5 - 5901 and 5902 Wage Determination, and that the attached is the most recent issued by U.S. D.O.L. for the positions required to implement the required service as per the following specification.  
Therefore, under penalty of perjury, I certify that the facts stated above are true.  
Signature \_\_\_\_\_ Date: 09-27-18

- 1. Offering Recycle Products ( ) YES (X) NO
  - 2. Offering Biodegradable Products ( ) YES (X) NO
- Please separate your offer of recyclable and/or biodegradable products from regular products.

THIS IS NOT AN ORDER

ITEM	DESCRIPTION - OR EQUAL	QTY	UOM	UNIT PRICE	TOTAL PRICE	AVAILABILITY
1	EMERGENCY PROCUREMENT ISSUED TO COVER THE COST FOR DOC FOOD SERVICES DAILY BREAKFAST, LUNCH AND DINNER MEALS, DIETARY SNACKS AND DIETARY MEALS (AS PRESCRIBED BY MEDICAL PHYSICIAN) FOR DOC INMATES AND DETAINEES, ESTIMATED POPULATION OF 700 INMATES / DETAINEES.	1	LOT	10.80		

All correspondences for this R-R  
 must reference the Requisition Number.  
 Please send any correspondences to  
 gsaprocurement@gsadaa.guam.gov

PLEASE RESPOND  
 BACK WITH QUOTE OR  
 NO QUOTE  
 SI YU' US MA' ASE

REQUEST FOR QUOTATION

BUYER : Tedtaocao, Christine M. - GSA  
 TELEPHONE: 475-1705 FAX NO.: 475-1727

Please respond as soon possible! Requisition Number: Q191300003  
 but no later than: 9/27/2018 RFQ #: RFQ13003660 Date: 9/27/2018  
 25

VENDOR: BASIL FOOD INDUSTRIAL SERVICES | PLEASE FURNISH PRICE QUOTE, DELIVERY TIME  
 30012200 CORPORATION | AND TERMS BASED ON F.O.B. DESTINATION FOR  
 482 PALE SAN VITORES ROAD | THE ITEMS LISTED BELOW. PLEASE RESPOND BY  
 TAMUNING, GU 96910 | THE ABOVE DATE.  
 erhongzhou@hotmail.com  
 Phone (671) 475-8888 Fax (671) 475-0035

Quoted by Print/Signature: Michael Zhou *[Signature]* | Quote Date: 09-27-18 | Phone Number: 475-8888/9999

\*\* Delivery Date Required: Oct-01, 2018 | The party making the foregoing bid is genuine and that  
 \*\* Delivery Date Offered: Oct-01, 2018 | said bidder agrees, that they are fully aware and is in  
 compliance with Title 5 G.C.A. Chapter 5 - 5501 and 5902  
 Wage Determination, and that the attached is the most  
 recent issued by U.S. D.O.L. for the positions required  
 to implement the required service as per the following  
 specification.

Terms: Prices good for: 180 Days | Therefore, under penalty of perjury, I certify that the  
 facts stated above are true.  
 Signature: *[Signature]* | Date: 09.27.18

1. Offering Recycle Products ( ) YES (X) NO  
 2. Offering Biodegradable Products ( ) YES (X) NO  
 Please separate your offer of recyclable and/or biodegradable products  
 from regular products.

THIS IS NOT AN ORDER

ITEM	DESCRIPTION - OR EQUAL	QTY	UOM	UNIT PRICE	TOTAL PRICE	AVAILA-BILITY
	PERIOD TO COVER: OCTOBER 1 THRU OCTOBER 31, 2018					
	PRICE PER MEAL DAILY MEAL:					
	BREAKFAST \$ 2.30					
	LUNCH \$ 3.20					
	DINNER \$ 4.30					
	TOTAL: \$ 9.80					

All correspondences for this RFP must reference the Requisition Number. Please send any correspondences to [gsaprocmnt@gsadoa.guam.gov](mailto:gsaprocmnt@gsadoa.guam.gov)

PLEASE RESPOND  
BACK WITH QUOTE OR  
NO QUOTE  
SI YU' US MA' ASE

REQUEST FOR QUOTATION

BUYER : Tedtaotao, Christine M. - GSA  
TELEPHONE: 475-1705 FAX NO.: 475-1727

Please respond as soon possible but no later than: 9/27/2018 Requisition Number: Q191300008  
RFQ #: RFQ18003660 Date: 9/24/2018

VENDOR: BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
422 PALE SAN VITORES ROAD  
TANUNING, GU 96910  
erhongzhou@hotmail.com  
Phone (671) 475-8853 Fax (671) 475-0085

PLEASE FURNISH PRICE QUOTE, DELIVERY TIME AND TERMS BASED ON F.O.B. DESTINATION FOR THE ITEMS LISTED BELOW. PLEASE RESPOND BY THE ABOVE DATE.

Quoted by Print/Signature: Michael Zhou  
Quote Date: 09-27-18  
Phone Number: 475-8888/9999

\*\* Delivery Date Required: Oct. 01, 2018  
\*\* Delivery Date Offered: Oct. 01, 2018

Terms: Prices good for: 180 Days

The party making the foregoing bid is genuine and that said bidder agrees, that they are fully aware and is in compliance with Title 5 G.C.A. Chapter 5 - 5801 and 5802 Wage Determination, and that the attached is the most recent issued by U.S. D.O.L. for the positions required to implement the required service as per the following specification.

Therefore, under penalty of perjury, I certify that the facts stated above are true.  
Signature: [Signature] Date: 09-27-18

1. Offering Recycle Products ( ) YES  NO  
2. Offering Biodegradable Products ( ) YES  NO  
Please separate your offer of recyclable and/or biodegradable products from regular products.

THIS IS NOT AN ORDER

ITEM	DESCRIPTION - OR EQUAL	QTY	UOM	UNIT PRICE	TOTAL PRICE	AVAILABILITY
	DIETARY MEAL/SNACK (AS PRESCRIBED)					
	BREAKFAST \$ 2.30					
	LUNCH \$ 3.20					
	DINNER \$ 4.30					
	SNACK \$ 1.00					
	TOTAL \$ 10.80					
	PRICE MUST REMAIN THE SAME FOR					

All correspondences for this RFQ must reference the Requisition Number. Please send any correspondences to [gsaprocurement@gsadoa.guam.gov](mailto:gsaprocurement@gsadoa.guam.gov)

PLEASE RESPOND  
BACK WITH QUOTE OR  
NO QUOTE  
SI YU ' US MA ' ASE

REQUEST FOR QUOTATION

BUYER : Tedtaotao, Christine M. - GSA  
TELEPHONE: 475-1705 FAX NO.: 475-1727

Please respond as soon possible; Requisition Number: Q191300005  
but no later than: 9/27/2018 | RFQ #: RFQ12003660 | Date: 9/24/2018  
25

VENDOR: BASIL FOOD INDUSTRIAL SERVICES | PLEASE FURNISH PRICE QUOTE, DELIVERY TIME  
B0012200 CORPORATION | AND TERMS BASED ON F.O.B. DESTINATION FOR  
482 PALE SAN VITORES ROAD | THE ITEMS LISTED BELOW. PLEASE RESPOND BY  
TAMUNING, GU 96910 | THE ABOVE DATE.  
erhongzhou@hotmail.com  
Phone (671) 475-8888 Fax (671) 475-0088

Quoted by Print/Signature: Michael Zhou *[Signature]* | Quote Date: 09-27-18 | Phone Number: 475-8888/9999

\*\* Delivery Date Required: Oct. 01, 2018  
\*\* Delivery Date Offered: Oct. 01, 2018  
Terms:  
Prices good for: 180 Days

The party making the foregoing bid is genuine and that said bidder agrees, that they are fully aware and is in compliance with Title 5 G.C.A. Chapter 5 - 5901 and 5902 Wage Determination, and that the attached is the most recent issued by U.S. D.O.L. for the positions required to implement the required service as per the following specification.  
Therefore, under penalty of perjury, I certify that the facts stated above are true.  
Signature *[Signature]* Date: 09-27-18

- 1. Offering Recycle Products ( ) YES  NO
  - 2. Offering Biodegradable Products ( ) YES  NO
- Please separate your offer of recyclable and/or biodegradable products from regular products.

THIS IS NOT AN ORDER

ITEM	DESCRIPTION - OR EQUAL	QTY	UOM	UNIT PRICE	TOTAL PRICE	AVAILABILITY
	A PERIOD OF 180 DAYS					
	PLEASE SEE ATTACHED SPECIFICATIONS					



Price per Meal and Dietary Snack:

MEAL:	Unit Cost per Meal:
Breakfast	<u>\$ 2.30</u>
Lunch	<u>\$ 3.20</u>
Dinner	<u>4.30</u>

DIETARY SNACK:	Unit Cost per Snack
Breakfast	<u>\$ 1.00</u>
Lunch	<u>1.00</u>
Dinner	<u>1.00</u>

**BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
530W O'BRIEN DRIVE  
HAGATNA, GUAM 96910**

- 1) List of contracts held by Basil Food Industrial Services Corporation in the previous 5 years:
  - a. BASIL Food Service held the contract to provide food service for prisoners in the custody of Department of Corrections as recent as June - 2018
  - b. BASIL Food Service is currently under contract with Public Health and Social Services, Division of Senior Citizens to serve meals to the Senior Centers and Homebound Clients

BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
530 W O'BRIEN DRIVE  
HAGATNA, GUAM 96910

BASIL Corporation anticipates the following staff pattern for contract performance with the Department of Corrections:

1. **Food Service Manager:** Will create menus, plan menu items, order supplies and keep records and accounts, will manage employees, establish and maintain contacts with vendors, conduct training for personnel, schedule employee work hours, estimate materials or labor requirements and assist workers to resolve work problems and maintain production or work records.
2. **Food Service Supervisor:** Will write weekly schedules according to projected goals. Participate in checking of purchased supplies for quality and account for each delivered item. Direct and coordinates food and beverage preparation, modify work procedures or processes to meet datelines, inspect facilities and equipment for contract compliance and direct and coordinate activities of workers or staff.
3. **Head Chefs:** Will direct the preparation, seasoning and cooking of all meals. Supervise and participate in cooking, baking and the preparation foods, will monitor sanitation practices to ensure that employees follow standards and regulations, will instruct cooks and other workers in the preparation, cooking, garnishing and presentation of food, will determine how food should be presented and inspect supplies, equipment and work areas to ensure conformance to established standards and demonstrate new cooking techniques and equipment to staff.
4. **Assistant Cooks:** Under the general supervision of the Head Chef, the Assistant Cooks will assist in preparing and serving meals. Will help in the preparation of meals by methods that maintain high nutrient levels and that are sanitary. The Assistant Cooks will help to deliver meals to the Hagatna Holding Facility. They will assist in preparing meals in such a way

that a minimum of nutrients lost from foods, ensure foods taste good and appealing, will help to maintain established standards of sanitation, safety and food preparation and storage, including storing food and supplies in appropriate areas.

5. **Kitchen Helpers:** Will read charts to determine amount and kind of foods, supplies and condiments to be served, refill individual serving cartons with portions of various foods and condiments, ensure that the portion and garnished hot cooked foods; such as meat and vegetables into individual serving dishes are in compliance, store dishes of hot food on shelves of portable cabinets or food cart to be transferred to the Hagatna Holding Facility and will examine filled trays for completeness and appearance and will store completed trays in storage cabinets to transported to the Hagatna Holding Facility.
6. **Dish Washer:** Will properly clean and sanitize all dishes, glassware, utensils and pots. Responsible for maintaining dish room and dishwasher. Assist with cleaning other areas of the facility as requested, operate dishwasher according to company and manufacturer's specifications, ensure that proper measurements of detergent and sanitizer in the dishwasher, restock all dishes, glassware, utensils, pots and pans. Remove all garbage, break down, clean and sanitize the dishwasher at the end of a shift. Ensure dishes and other storage areas are cleaned and organize and perform additional responsibilities as requested by a Chef, Food Service Manager or Supervisor.
7. **Staff Registered Dietician:** Will advise in food service system and nutritional care of inmates, evaluate and monitor all aspects of the food service operation, making recommendations for conformance levels that will provide nutritionally adequate, quality food and help plan and develop menu pattern and will assess, develop, implement and evaluate nutritional care plans, provide follow-up, including written reports.

**RESUME FOR MR. JERRY LY, Program Director**

**WORK 475-8888/9999**

**SKILLS:**

Ability to get work done

Knowledge of Restaurant Industry

Adapt to a given situation

**JOB EXPERIENCE**

**OCCUPATIONS: April 2012 – Present -Treasurer for the Corporation**

I review all aspect of the Financial Management, working closely with the other members of the Management Committee to safeguard the organization's finances.

**July 2017 – Present - Owner/Chef of Jerry's Kitchen**

Maintain a current ServSafe Food Protection Manager Certification

- I oversee daily operations of the restaurant, ordering produce, supplies and frozen meats;
- Prepare menus;
- Ensure that the quality of food is tasteful as well as consistent and meeting the need of our customers;
- I ensure that the food that comes out of the kitchen from conception to execution;
- I'm responsible for making sure that the staff are being trained, both on customer relations and the safe way of handling food.

**September 2014 – Present/Co-owner/Program Treasurer of BASIL Food Industrial Services Corporation**

- My role is to oversee and assist the supervisor on the daily operations, making purchases and keeping inventory that may hinder the operation.

**April 2012 – Present – Program Manager for Department of Corrections**

- I oversee the daily operations of the preparations of meals for
- Approximately 800 inmates at the Mangilao Facility and the Hagatna Detention Facility.
- Supervise approximately 20 employees;
- Evaluate staff and the program for effectiveness, efficiency and accountability and to ensure compliance with program's objectives.
- Demonstrate continuous efforts to improve operations, work
- Process and quality of service.
- Ensure that the daily meal counts are communicated to the
- Director/Superintendent of the Department of Corrections
- of the Department of Corrections, including any problems during the operations.
- Prepare and submit monthly invoices for approval and submission to the Department of Administration, Government of Guam

**Education:**

**High School Diploma – China**

**ServSafe Certification**

**Guam Food Code – No Bare Hand Contact**

**Portable Fire Extinguisher Trainin**

# GUO QIANG ZHENG

PMB 172 979 ARMY DRIVE A  
HARRIGADA GU 96913  
478 8888/9999 C

Over time and my many job experiences as head chef to owner I have acquired the knowledge and skills to tackle the obstacles that come in my path. I can lead a team of kitchen staff, as well as ensure optimal dining service.

## Skills

- ABILITY TO GET THE WORK DONE
- KNOWLEDGE OF THE RESTAURANT INDUSTRY
- TO ADAPT TO A GIVEN SITUATION
- MANAGEMENT

## Experience

1998 - 2002

### HEAD COOK / AJJ RESTURANT, UPPER TUMON GUAM

Ensure that the quality of food is tasteful as well as consistent and meeting the need of our customer if ever it should be requested. Responsible for the food that comes out of the kitchen from conception to execution.

2002 - 2003

### HEAD CHEF / VIP, TUMON GUAM

Ensure that the quality of food is tasteful as well as consistent and meeting the need of our customer if ever it should be requested. Responsible for the food that comes out of the kitchen from conception to execution.

2003 - 2005

### MANAGER/ HOMAI, YIGO GUAM

My role as a manager consisted of overseeing of the daily operations like ordering produce and dealing with staff training and customers.

2005 - 2012

### OWNER/ TAU BAY PHO, YIGO GUAM

I have owned and operated a business in a line of work that I care about. I managed all the finances as well as the staff.

001 PRESENT

**CO-OWNER/SUPERVISOR BASIL FOOD SERVICE INC.,  
HAGATNA GUAM**

My roles involve seeing the daily operations from making purchases to keeping track of inventory that may hinder the operation

**Education**

**HIGH SCHOOL DIPLOMA / CHINA**

001 2017

**SERVE SAFE CERTIFICATION / GUAM**





Guam Board of

Allied Health Examiners

123 Chalan Kareta, Mangilao, Guam 96913

INSIDERSHIP

CATHERINE C. SANNICOLAS

CINCINNATI

MEMBER

12/21/2003

**Catherine Cruz San Nicolas,  
MPH, RDN, LD, CLC, CDM, CFPP**

111 Chalan Yogga • Dededo, Guam 96929-5260  
T: (671)633-0111 • C: (671) 486-0111 • W: (671) 687-4664  
catherine.sannicolas@prmc.gu • nonaton@hotmail.com  
formerly Catherine Cruz Guzman.

**PROFESSIONAL SUMMARY:**

*Masters-prepared, Guam licensed, Registered Dietitian, Certified Dietary Manager, Certified Food Protection Professional* with strong leadership skills, cultural sensitivity, and over 25 years of experience in Clinical Dietetics and Community Nutrition, Nutrition Education and Training, Professional Development, Food Services Administration, and Multi-Disciplinary Team Building.

**ACCOMPLISHMENTS:**

- **Professional Staff Development**  
Pioneered the coordination of a Dietetic Technician Program (DTP) at Guam Memorial Hospital Authority with the Pennsylvania State University (PSU) Special Programs through Long Distance; served as Proctor for DTP students/clinical dietetic staff enrolled in correspondence courses with PSU and Michigan State University.
- **Clinical Nutrition**  
Designed the cardex system for patient information in the Dietetic Services Department; built the tables for the diet panels of all therapeutic diets in the patient information system (iMed), and arranged the parameters for the nutrition screening and assessment screens for the patient electronic charting at the Guam Memorial Hospital Authority.
- **Community Nutrition**
  - Founded the Guam Chapter of the Association of Foodservice and Nutrition Professionals (former Dietary Managers Association) in 2005 with 12 active members from various foodservice professionals island-wide responsible for the day to day operations of the foodservice area; served as State President 2005-2007, Chapter Advisor 2008-2010, Secretary 2011-present.
  - Networked with public and private sectors in the Guam Diabetes Advisory Body for the publication of *Diabetes Care on Guam, Guidelines for Prevention, Early Detection and Treatment*, July 1997.
  - Served in various committees and councils for health care and nutrition in the community, locally, regionally and nationally: The Guam Food Safety Task Force, National Diabetes Education Program Minority Ethnic Work Group for Asian American and Pacific Islander, Pacific Diabetes Today Expert Council, 1999 South Pacific Games Food Committee, Guam Diabetes Advisory Body's Diabetes Conference Planning Committee & Standard of Care Committee, Pacific Islands Nutrition and Dietetic Association Executive Committee, Governor's Transition Task Force on Healthcare, and Team Nutrition Print Media Education Committee.

## EDUCATION:

- 8/1985 – 12/1986 *Masters Degree in Public Health, Nutrition*  
University of Hawaii at Manoa,  
School Of Public Health  
Honolulu, Hawaii 96822  
-Graduated Magna Cum Laude, GPA 3.9
- 8/1981 – 5/1984 *Bachelor of Science in Food Science and Human Nutrition*  
University of Hawaii at Manoa  
Honolulu, Hawaii 96822  
-Graduated Cum Laude, GPA 3.5
- 8/1979 – 5/1981  
University of Guam  
Mangilao, Guam 96910  
-Dean's List

## PUBLICATION:

- I laddock RL, Cousens SN, Guzman CC. Infant Diet and Salmonellosis. Am J Public Health. 1991; 81(8): 997-1000.

## LICENSURE, REGISTRATION, CERTIFICATION:

- Licensed by the Guam Board of Allied Health Examiners  
April 1999 – present License number D000001
- Registered with the Commission on Dietetic Registration,  
the credentialing agency for Academy of Nutrition and Dietetics (former American Dietetic  
Association)  
1987 – present AND number 709683
- Certified Dietary Manager, Certified Food Protection Professional  
National Association of Foodservice and Nutrition Professionals  
2005 – present DMA number 223435
- Certified Lactation Counselor  
Academy of Lactation Policy and Practice  
2005 – 2008
- Management Sanitation Certificate  
Department of Public Health and Social Services  
2004 – present
- ServSafe Food Sanitation Certificate  
National Restaurant Association  
2004 – present

## EMPLOYMENT:

### Nov2014 – present Global Food Services Group LLC

- **Program Manager**
    - Oversees, manages and directs the operations of the Dietary Department at the Guam Regional Medical City providing food services to patients, the cafeteria and coffee shop.
    - Supervises over 34 department clinical employees (diet clerks) and kitchen production employees (Food service supervisor, cooks, food services workers) and is responsible for the compliance of standards in food preparation, food safety and sanitation set forth by The Joint Commission, Department of Public Health and Social Services, the Centers for Medicaid and Medicare Services, and other regulatory agencies.
- Supervisors-  
Lucy Alcorn, CEO and President GFS Group LLC  
Dave Alcorn, Vice President  
Clifford Guzman, Vice President of Operations

### Dec 1991 – Sept 2014 Guam Memorial Hospital Authority

- **Hospital Food Services Administrator** Mar 2007 – September 2015
- **Hospital Food Services Administrator, Acting** Dec 1992 – Mar 2007
- **Hospital Food Services Assistant Administrator** Dec 1992 – Mar 2007
- **Clinical Dietitian II** Dec 1991 – Dec 1992
  - Oversees and directs the operations of the Dietetic Services Department through planning, performance improvement monitors, fiscal responsibility of \$3 million budget and supervision of 53 department personnel, in addition to current duties and responsibilities of the vacant Chief Clinical Dietitian and Hospital Chief Supervisor positions.
  - Supervises over 20 department clinical employees (clinical dietitians, dietetic technicians, and special diet assistants) and is responsible for the current training and education of clinical staff to meet professional competency standards. Oversees delivery of patient nutritional care and services at the hospital. Continue Clinical Dietitian II responsibilities.
  - Performs nutritional assessments, evaluations, and nutrition counseling on all high risk acute care patients; plans nutrition intervention and objectives for obtaining optimal nutritional status with patients and their families; network with referring agencies to continue adequate level of nutritional care for discharged patients. Develop patient diet instruction materials of low literacy and cultural-relevancy.

Supervisors-

Florencio T. Lizama, MD, Associate Administrator of Medical Services, Interim Assistant Administrator of Professional Support Services, and Medical Director of Radiology Department  
Peter/John D. Camacho, MPH, Hospital Administrator/CEO  
Zennia Pacina, RN, MSN, Assistant Administrator of Professional Support Services  
William I. McMillan, MBA, CIIF, Hospital Administrator/CEO  
Rey Vega, Acting Assistant Administrator of Professional Support Services  
Lillian Perez-Posadas, RN, MSN, Associate Administrator of Clinical Services  
Dory Solidum, Assistant Administrator of Professional Support Services  
Karen Caldwell, Hospital Food Services Administrator of Dietetic Services Department

Mar 1987 – Dec 1991      Department of Public Health & Social Service

- *WIC Nutrition Education Coordinator*
  - *Public Health Nutritionist III*
  - *WIC State Nutritionist*
  - *Acting Administrator, Nutrition Health Services*
    - Direct and coordinate the nutrition component of the Special Supplemental Food Program for Women, Infants, and Children (WIC) in accordance with grant requirements and federal and local rules and regulations. Prepare the annual Guam WIC State Plan. Supervise the operations of 4 WIC clinics island wide with a staff of 10 nutritionists and nutrition assistants. Coordinate nutrition education activities with the Expanded Food and Nutrition Education Program (EFNEP), DOE Head Start Program, Guma Nene Program, and DPHSS Maternal and Child Health (MCH) Program.
- Supervisors-
- Charles Morris, Administrator of Nutrition Health Services
  - Angelina Mummert, Administrator of Bureau of Community Health Services
  - Jean Stewart, Administrator of Bureau of Community Health Services

Jun 1988 – Oct 1991      Catholic Social Services

- *Consulting Dietitian*
    - Plan and review menus for the Elderly Meals Program to meet at least one third of the RDA for adults age 51 and over. Certify all menus prior to preparation of meals. Provide in-service trainings and education in therapeutic diet and meal preparation to kitchen personnel as required.
- Supervisor: Father David Quitugua, Director

Jan 1988 – May 1988      University of Guam

- *Nutrition Instructor, part time non tenure*
    - Provide instruction in HE231 Nutrition and Disease course to university nursing students. Plan lessons and guide students to achieve course objectives.
- Supervisor: Jose T. Barcinas, Acting Dean, College of Agriculture and Life Sciences

Jun 1986 – Dec 1986      University of Hawaii

- *Research Nutrition Assistant*
    - Assist Research Nutritionist in conducting diet analyses by coding food items and evaluating food intake records of native Hawaiians living off the Waianae Coast in Oahu, Hawaii (part of the ongoing epidemiological studies in cancer).
- Supervisor: Jean Linkin, PhD, MPI I, RD, Lead Research Nutritionist

**PRECEPTOR ACTIVITIES:**

- Pennsylvania State University  
Dietetic Technician Associate Degree Program through Distance Education  
June 1991 – October 1993, March 1996 – April 1997, June 1999 – October 2006  
Students - *Angelita E. Cruz, Piramingersal Fabian, Elsie N. Romero*

- **Kansas State University**  
Food Production Management Course HRIMD 342  
January 2002 – August 2002  
Student - *Ceralaine Lemay*
- **Eastern Michigan University**  
Dietetic Internship Program  
August 2003 - April 2005  
Student - *Tanisha Franquez*
- **Consumnes River College**  
Supervised Practice Community Nutrition Practicum NUTR 351  
August 2006 - December 2006  
Student - *Dandabel Little*

## PROFESSIONAL RECOGNITION:

- **Employee of the Quarter**  
Division of Medical Staff & Profession  
Support Services  
January – March 2004  
Guam Memorial Hospital Authority
- **Outstanding Community Service Award**  
PDN LEAD 2000 with the  
National Diabetes Education Program  
March 15, 2001  
Micronesia Chapter of the Society of  
Professional Journalists
- **2000 Manager of the Year**  
Governor's EXCEL Award  
Government of Guam  
Employee Recognition Program
- **Who's Who in Diabetes Treatment,**  
Education and Research  
1998- 1999  
American Diabetes Association  
Professional Section
- **Pacific Diabetes Today**  
Expert Council  
1999- 2001  
Papa Ola Lokahi  
Guam Representative
- **Service Recognition**  
Dietetic Technician Program  
April 30, 1999  
The Pennsylvania State University  
Dietetic Programs through Distance  
Education
- **National Diabetes Education Program**  
Asian American & Pacific Islander  
Minority Work Group  
1997- 2001  
National Institute of Health (NIH) &  
Centers for Disease Control and  
Prevention (CDC)

- **Outstanding Performance & Service Excellence Achievement Award**  
May 1995  
Guam Memorial Hospital Authority
- **1988 Employee of the Year**  
**Category:** Social Services, Education, related  
Magnificent Seven-Award Professional Government of Guam Employee Recognition Program
- **1988 Supervisor of the Year**  
Department of Public Health & Social Services

**PROFESSIONAL MEMBERSHIPS:**

- **National Association of Foodservice & Nutrition Professionals, ANFP (former National Dietary Managers Association, DMA)** 2005 – present
- **Guam Chapter Association of Foodservice & Nutrition Professionals (former National Dietary Managers Association)** 2005 – present
  - Secretary 2011 – present
  - Advisor 2008 – 2010
  - President 2005 – 2007
- **Academy of Nutrition and Dietetics, AND (former American Dietetic Association, ADA)** AND number: 709683 1984 - present
  - Active Member 1984 – present
  - Clinical Nutrition Management 1994 - present
- **Overseas American Dietetic Association** 2002 - 2010
- **Hawaii Dietetic Association (HDA)** 1985 - present
- **American Diabetes Association** 1985 - 2005
- **American Culinary Federation, Guam Chapter** 2014- 2017
  - Mistress of Ceremonies, Chef's Table 2017
  - Secretary, ACFGU 2014-2016
  - One of Founding Fathers 2014
- **Guam Diabetes Association** 1992 – present
- **Guam Diabetes Advisory Body** 1995 – 2001
  - Chairperson 1999
  - Co-chairperson 1997 – 1998
  - Diabetes Conference Committee 1997, 2001
- **Guam Nutrition Association (GNA)** 1991 – 1995
  - Active Member 1991 – 1995, 2000
  - Secretary 1992 – 1993
- **Pacific Islands Nutrition & Dietetic Association** 1992 – 1994
- **Guam MCH Advisory Council** 1988 – 1991
- **National Association of WIC Directors** 1987 – 1990
- **Society for Nutrition Education** 1985 – 1991

## COMMUNITY INVOLVEMENT AND CONTRIBUTIONS:

- **Guam Food Safety Task Force**
  - Co-chair 2010 - present
  - Chair, Committee on Foodborne Illness, Outbreak, Analysis, Response 2005 - present
  - Voting Representative, Healthcare
- **American Pacific Nurse Leaders Council & UOG Nursing Program**
  - Diabetes and Pacific Islands Food 5/2008, 3/2011
- **Pacific Daily News**
  - PDN LEAD 2000 Committee member May - Nov 2000
  - "Living with, Educating about, and Avoiding Diabetes"
  - Diabetes Expo at Hilton Guam Resort and Spa: 11/19/00
  - PDN LEAD 2000 5K Fun Run Committee 11/19/00
  - Interview for Lifestyle Article by Laura Lee Henderson:
    - "Youth watch. Kid obesity tips scales toward diabetes epidemic" 9/20/00
  - Contributing author for Lifestyle Article:
    - "Eating right when eating out" 8/2/00
  - Health Fair at Micronesia Mall
    - Theme: Nutrition 7/29/00
  - Contributor for Lifestyle Article by Arleen Mad:
    - "Eating right for life" 6/21/00
  - Interview for Local Article by Victoria Leon Guerrero:
    - "Diabetes campaign begins" 6/18/00
  - Health Fair at Micronesia Mall 6/17/00
  - Interview for Lifestyle Article by Frieda Bush:
    - "Family time in the kitchen" 8/27/98
  - Interview for Lifestyle Article by Erin Lum:
    - "What's for lunch?" 7/29/98
  - Contributing author for Team Nutrition Article:
    - "Practical tips for eating out with kids" 5/29/98
- **Guam Head Start Program Parent Conference**
  - "Take Care of Yourself..." presentation 2002, 2003
  - "Fun and Nutritious Snacks for Children" presentation 1998, 1999, 2001, 2004
- **Guam Nurses Association**
  - Judge, Professional Nursing Awards 1996
- **DPHSS Division of Senior Citizens**
  - "Nutrition for the Elderly" presentation 1998, 1999, 2001
- **KUAM-TV Karen Flores' Health Notes & Buenas**
  - "Packing Nutritious School Lunch" TV presentation Jan 1995
- **Governor's Transition Committee Task Force**
  - Health Task Force Committee member Dec 1994
- **Guam's Pacific Parenting Magazine**
  - Contributing writer, Nutrition section Nov/Dec 1994
  - "Return of the Uneaten Lunches" article
- **UOG Extension/DPHSS Environmental Health**
  - "Food Safety at Guam's Fiestas" presentation with Sr. Elaine Camacho and Ms. Jane Aguon 1993
- **Guam WIC Program Annual Conference**
  - "Effective Techniques in Nutrition Counseling" 1993
- **DPHSS Chronic Disease and Prevention**
  - Gestational Diabetes patient educational video production 1991
  - Diabetes Care patient educational video production 1992



- **John F. Kennedy High School**  
     Career Day Guest speaker: Registered Dietitian      2006, 2007
- **Okkodo High School**  
     Career Fair Guest speaker: Registered Dietitian      2009, 2010, 2012
- **Southern High School**  
     Career Fair Guest speaker: Registered Dietitian      2001,  
     "Fating Disorders" presentation      2012
- **Academy of Our Lady High School**  
     Career Day Guest speaker: Registered Dietitian      2004
- **Simon Sanchez High School**  
     Career Fair Guest speaker: Registered Dietitian      1996, 2004
- **Notre Dame High School, Inc.**  
     "Fating Disorders" presentation      2011  
     Career Day Guest speaker: Registered Dietitian      2004, 2006  
     Songfest Hospitality Committee      2004  
     Accreditation Report Review Committee      2004  
     Trash-A-Thon Committee      2003  
     Orientation Parent Volunteer      2003
- **George Washington High School**  
     Career Day Guest speaker: Registered Dietitian      1996  
     "Nutrition for Teens" presentation with Elsie Romero      1997
- **Luis P. Untalan Middle School**  
     Career Fair Guest speaker: Registered Dietitian      1991, 2008  
     Parent Teacher Association Member      1999-00, 2000-01, 2001-02  
     Team Mom, Cross Country      2001-02  
     Team Mom, Girls Soccer      2000-01, 2001-02  
     Parent Appreciation Award      2000-01
- **FB Leon Guerrero Middle School**  
     Career Day Guest speaker: Registered Dietitian      1996, 2006, 2007, 2008
- **Juan Mendiola Guerrero Elementary School**  
     Dedication Committee, Parent Representative      1998  
     Parent Teacher Advisory Council Member      1998
- **Harmon Loop Elementary School**  
     Team Nutrition      1997  
     Parent Teacher Advisory Council Secretary      1997  
     Goals 2000 Committee Representative      1996  
     Green Revolution School Project      1995  
     Parent Teacher Advisory Council Secretary      1994-95, 1995-96  
     PTAC Parental Involvement Subcommittee      1993-94
- **Santa Barbara Catholic Community Parish**  
     Fiesta Planning Committee      2006, 2007  
     Leader, Liturgy Committee      2006, 2007  
     Ministry of the Word      2005 - present  
     Children's Liturgy of the Word      2004 - present  
     8<sup>th</sup> grade CCD Catechist      2001-02, 2002-03  
     6<sup>th</sup> grade CCD Catechist      1999-00, 2000-01  
     3<sup>rd</sup> grade CCD Catechist      1996-97, 1997-98  
     2<sup>nd</sup> grade CCD Catechist      1995-96, 1996-97  
     Catechetical Sunday Mass Coordinator      1996, 1997, 1998  
     Bible Study with Fr. Tom Tibulan      1995, 1996, 1997
- **Saint Anthony Catholic Community Parish**  
     Compassion Ministry      1999, 2000, 2001, 2002, 2003, 2004  
     Neo Catechumenal Way      2001

**LOCAL ORGANIZATIONS AND COMMITTEE MEMBERSHIPS:**

- **Guam Diabetes Association** 1992 – 2002
  - 5K Fun Run 2000
  - Social Committee 1998
  - Editor, Souvenir Book 1994
  - Speaker, Nutrition & Diabetes 1993
- **368<sup>th</sup> Military Police Company, US Army Reserves Family Support Group**
  - Member 2011
  - Secretary, Family Readiness 2003
  - Newsletter Committee 2003
  - Lost Compensation Bill and Lobbying Committee Chairperson 2002
- **South Pacific Games Food Catering Subcommittee** 1998
  - Menu Planning Work Group
- **Soroptimist International of Guam** 1991 – 1994
- **Islandwide Breastfeeding Coalition** 2004
  - Chairperson 1989 – 1995
- **Healthy Mothers, Healthy Babies Campaign** 1989 – 1994
  - Task Force Active Member 1989 – 1994
  - Media Subcommittee 1991 – 1992
  - Chairperson 1990
- **La Leche League** 1988 – 1991
- **Head Start Health Advisory Council** 1987 – 1991
- **Maternal Child Health Advisory Council** 1987 – 1991
- **Home Health Care Advisory Council** 1987 – 1991

BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
530W O'BRIEN DRIVE  
HAGATNA, GUAM 96910

TRANSITION PLAN

Basil understands the need to be organized and prepared for a smooth transition. Our transition plan will consist of the menu first 7-day menu/items on standby ready for delivery. Basil's staff will be briefed and ready to take on the task at hand. Basil's office is fully equipped with all necessities to supervise and monitor the program to ensure a satisfactory provision of services. If needed, basil will use its secondary site to prepare, cook and package the food. our facility is equipped with all things necessary to create wholesome and nutritious cold and hot meals. Basil has ample storage and back-up power to ensure continues supply of fresh food and supplies for service. Basil will provide a transportation vehicle to ensure that the food is delivered in a timely manner.



DEPARTMENT OF REVENUE AND TAXATION  
 GOVERNMENT OF GUAM  
 P.O. Box 23807  
 Hagatna, Guam 96921

**BUSINESS LICENSE**

SRL NO: 180446

Domestic Corporation  
 05/31/2018

Service  
 13-200500815-002

R

ACCOUNT NO.

FEE	50.00
PENALTY	00
<b>TOTAL FEE</b>	<b>50.00</b>

ISSUED TO: **BASIL FOOD INDUSTRIAL SERVICES CORPORATION**  
 DOING BUSINESS AS: **BASIL FOOD SERVICE**  
 TYPE OF LICENSE: **CATERING SERVICE**

BUSINESS LOCATION: **LOT 1454-1-2-NEW/239-7-1**  
**WEST O'BRIEN DRIVE HAGATNA GUAM**

MAILING ADDRESS: **482 PALE SAN VITORES RD**  
**TAMUING GUAM**

TELEPHONE HOME: **787-8865**

BUSINESS ZIP: **96913**  
**475-8888**

**PAID**  
 MAY 17 2018  
 TREASURER OF GUAM  
 #7  
 5/17/18

*John P. Comacho*  
 JOHN P. COMACHO

DIRECTOR OF REVENUE AND TAXATION

**CERTIFICATION OF COPY OF BUSINESS LICENSE:**

CITY OF HAGATNA )  
 ) ss:  
 ISLAND OF GUAM )

On this 14<sup>th</sup> day of June, 2018, I attest that the preceding is a true, exact, complete and unaltered photocopy made by me of Basil Food Industrial Services Corporation, dba Basil Food Service; Business License Account Number 13-200500815-002, presented to me by the owners of the business, Michael Zhou and Guo Qiang Zheng, and to the best of my knowledge, that the photocopied document is neither a public record nor a publicly recordable document, certified copies of which are available from an official source other than a notary public.

*Vivian T. Cruz*  
**VIVIAN T. CRUZ**  
**NOTARY PUBLIC**  
 In and for Guam, U.S.A.  
 My Commission Expires: **SEPT. 13, 2018**  
 133 Gaga St., Mangilao Guam 96913



GOVERNMENT OF GUAM  
 DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES  
 DIVISION OF ENVIRONMENTAL HEALTH  
**SANITARY PERMIT**

Permit No. 180002062

Establishment ID. 201400199

Field Receipt No. 922119

Expiration Date : 6/30/2019

Permit Holder:

**BASIL FOOD INDUSTRIAL SERVICES CORP**

Doing Business As:  
**BASIL FOOD SERVICE**

Business Location: LOT 1454-1-2-NEM/239-7-1

WEST O'BRIEN DRIVE HAGAENA

Special Event:

To engage in the business of

Category: EATING & DRINKING ESTABLISHMENT

Sub-Category: CATERING

Limitations:

This Permit is granted upon the expressed provision that the Holder thereof will comply in all respects with all applicable Provisions of 10 GCA, Volume 1, Division 2, and Rules and Regulations Promulgated thereo.

NON-TRANSFERABLE. Display Permit at all times in a conspicuous place designated by the Department of Public Health and Social Services (10 GCA Chapter 21 § 21102(b)).

*Leo G. Casil*

LEO G. CASIL  
 Acting Director



# GOVERNMENT OF GUAM

DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES  
THE DIVISION OF ENVIRONMENTAL HEALTH

On the date of the latest inspection, this establishment  
received the letter grade

**A**

Based on an assigned demerit score of  
10 or less demerit points.

This facility was inspected on: 03/27/2018

The next sanitation inspection is due: APRIL - <sup>23</sup> ~~MAY~~ JUN 2018

No: 02665 *JS*

THIS PLACARD MUST NOT BE REMOVED BY ANYONE EXCEPT A DESIGNATED  
REPRESENTATIVE OF THE DIRECTOR OF PUBLIC HEALTH AND  
SOCIAL SERVICES







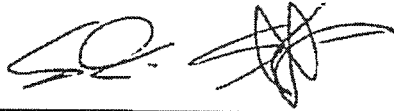


THE UNITED STATES OF AMERICA

GUAM

CITY OF TAMUNING

On this 14<sup>TH</sup> day of June 2018, I certify that the attached 2014, 2015 and 2016 Financial Statements of Basil Food Industrial Services Corporation, and the duplicate retained by me as a notarial record, are true, exact, complete 2014, 2015 and 2016 Financial Statements of Basil Food Industrial Services Corporation, a Guam Corporation and unaltered photocopies made by me, and that, to the best of my knowledge, are neither public records nor publicly recordable documents, certified copies of which are available from an official source other than a notary.



---

**THOMAS S.S. HUANG**  
**NOTARY PUBLIC**  
In and for Guam, U.S.A.  
My Commission Expires: DEC. 31, 2019  
P.O. Box 8548, Tamuning, Guam 96931



GINGER W. YU  
DAVID Y. W. YUAN  
MAYHUI HOU  
ANGEL C. W. WANG  
VIVIAN LIN ZHENG

**PACIFIC ACCOUNTING SERVICE, INC.**  
**LICENSED TAX PREPARERS**  
P. O. BOX 8548, TAMUNING, GUAM 96931 U.S.A.  
TEL: (671) 646-5306/7279 649-8014/8015  
FAX: (671) 649-2465  
E-mail: pasincguam@gmail.com

SUITE 207, OKA PLAZA  
202 FARENHOLT AVE.,  
TAMUNING, GUAM 96913  
U.S.A.

May 3, 2018

The Board of Directors  
Basil Food Industrial Services Corporation  
FMA: LI Qun Corporation  
482 Pale San Vitores Rd.  
Tumon, Guam 96913

Gentlemen:

In accordance with your request, we have prepared from your books and records, the accompanying financial statements as follows:

Exhibit "A" - Balance sheet as of December 31, 2015

Exhibit "B" - Income statement for the year ended December 31, 2015

Exhibit "C" - Statement of cash flows for the year ended December 31, 2015

Notes to the financial statements

Sincerely Yours,



Ching Wan Angel Wang  
Enrolled Agent No. 69087  
Enrolled to Practice Before  
The Internal Revenue Service

BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
FMA: LI QUN CORPORATION  
(A Guam S Corporation)

Unit: US\$

Exhibit "A"

Balance Sheet

December 31, 2015

Assets

Current assets:			
Accounts receivable		2,231,030.99	
Inventory		50,880.79	
Deposit payments		2,588.00	
Unexpired insurance		<u>3,189.66</u>	2,287,689.44
Fixed assets (Note 2):			
<u>Description</u>	<u>Costs</u>	<u>Accumulated depreciation</u>	<u>Balance</u>
Leasehold improvements	318,121.48	11,901.00	306,220.48
Transportation equipment	35,900.00	18,945.00	16,955.00
Factory furniture & equipment	1,097,538.58	819,713.09	277,825.49
	<u>1,451,560.06</u>	<u>850,559.09</u>	601,000.97
Other assets:			
Investment in real estate (Note 3)		<u>75,000.00</u>	<u>75,000.00</u>
Total assets			<u>2,963,690.41</u>

Liabilities and Stockholders' Equity

Current liabilities:			
Bank overdraft		83,745.07	
Accounts payable		1,072,858.02	
Payroll & taxes payable		44,617.35	
Gross receipts tax payable		<u>100,277.89</u>	1,301,498.33
Non-current liabilities:			
Loans from Shareholder			<u>890,131.59</u>
			2,191,629.92
Stockholders' equity			
Capital stock (Note 1)		100,000.00	
Retained earnings (deficit):			
Balance - January 1, 2015	194,405.42		
Net income - per Exhibit "B"	<u>477,655.07</u>		
Balance - December 31, 2015		<u>672,060.49</u>	<u>772,060.49</u>
Total liabilities and stockholders' equity			<u>2,963,690.41</u>

(See accompanying notes to the financial statements)

BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
FMA: LI QUN CORPORATION  
(A Guam S Corporation)

Unit: US\$

Exhibit "B"

Income Statement

For the Year Ended December 31, 2015

Contract Revenues		5,681,740.32
Cost of Contract Revenues:		
Beginning inventory - January 1, 2015	96,025.28	
Purchases	2,811,785.79	
LP Gas	59,834.31	
Total goods available for sales	2,967,645.38	
Less: Ending inventory - December 31, 2015	50,880.79	
Gross Profit		2,916,764.59
2,764,975.73		
Operating Expenses:		
Bank charges	1,203.66	
Car & truck expenses	109,376.17	
Contributions & donation	5,000.00	
Commission	110,200.00	
Depreciation	213,563.00	
Employee benefits	179,888.40	
Entertainment & gifts	1,414.79	
Insurance	11,983.77	
Janitorial expenses	16,004.24	
Legal & professional fees	64,107.28	
Miscellaneous expenses	2,742.20	
Office expenses	3,498.33	
Outside service	45,337.50	
Penalties	6,331.68	
Printing & reproduction	4,659.63	
Rent	162,000.00	
Repairs	34,828.25	
Salaries & wages	936,393.25	
Supplies	4,395.00	
Taxes- FICA	71,634.07	
Taxes - Gross receipts tax	227,269.61	
Taxes - License & permit fees	1,934.00	
Taxes - Real property tax	4,260.54	
Telephone & postage	3,590.58	
Tools	3,557.89	
Utilities	61,861.30	
Net income from operations	61,861.30	2,287,035.14
		477,940.59
Other Income or (Expenses):		
Interest (expenses)		(285.52)
Net income before taxes		477,655.07
Less: Provision for S corporation income tax (Note 1)		0.00
Net income		477,655.07

(See accompanying notes to the financial statements)

BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
FMA: LI QUN CORPORATION  
(A Guam S Corporation)

Unit: US\$

Exhibit "C"

Statement of Cash Flow

For the Year Ended December 31, 2015

Cash flows from operating activities:		
Net Income		477,655.07
Adjustments to reconcile net income to net cash used in operating activities:		
Depreciation	213,563.00	
Changes in assets and liabilities:		
Increase in accounts receivable	(1,573,182.68)	
Decrease in inventory	45,144.49	
Increase in unexpired insurance	(221.55)	
Increase in accounts payable	679,694.92	
Increase in payroll & tax payable	44,617.35	
Increase in gross receipts tax payable	55,352.18	(535,032.29)
Net cash used in operating activities		<u>(57,377.22)</u>
Cash flows from investing activities:		
Payment for purchase of fixed assets	<u>(51,024.00)</u>	
Net cash used in investing activities		(51,024.00)
Cash flows from financing activities:		
Loan from shareholders	<u>64,923.65</u>	
Net cash provided by financing activities		<u>64,923.65</u>
Net decrease in cash during the year		(43,477.57)
Cash balance at beginning of year		<u>(40,267.50)</u>
Cash balance at end of year		<u><u>(83,745.07)</u></u>
Cash paid during the year for:		
Interest expenses		<u><u>285.52</u></u>

(See accompanying notes to the financial statements)

**Basil Food Industrial Services Corporation  
FMA: Li Qun Corporation  
(A Guam S Corporation)**

**Notes to the Financial Statements**

**December 31, 2015**

**1. Capitalization and organization**

The Corporation was incorporated under the laws of Guam U.S.A. on June 4, 2004, for primary purpose of engaging in the business of restaurant operation and food catering service. On March 31, 2014, the Corporation terminated its restaurant operation. The Corporation serves as a food service provider for Government of Guam, Department of Correction starting in 2012, and Division of Senior Citizens starting in 2014. Contract services are generally performed under fixed-price purchase orders.

The Articles of Incorporation authorized to issue 1,000 shares of common stock with par value of \$1.00 each share, of which have been subscribed and paid since June 4, 2004. Per Unanimous Consent of Shareholders and Directors in Lieu of Combined Special Meeting dated December 1, 2014, the authorized capital was amended to increase to 500,000 shares at the same par value, of which 100,000 shares have been subscribed, paid, and outstanding, effective on December 1, 2014. In addition, the Corporation name was changed to Food Basil Food Industrial Services Corporation.

All shareholders made the election of the Corporation to be treated as an "Electing Small Business Corporation" under Subchapter S of Internal Revenue Code Section 1361 effective January 1, 2013. Under Internal Revenue Code Section 1361, the corporation income tax is hereby eliminated, however, the Corporation's net income or net loss, tax credits, and certain deductions shall be directly passed over to its shareholders, respectively.

**2. Leasehold improvements, transportation equipment and furniture equipment**

The Corporation provides for depreciation of the leasehold improvements over recovery periods of seven (7) to thirty-nine (39) years using the Straight Line Method or Modified Accelerated Cost Recovery System (MACRS). The Corporation provides for depreciation of transportation, machinery, and furniture and fixtures over recovery periods of five (5) to seven (7) years using the Modified Accelerated Cost Recovery System (MACRS) for both financial statements and income tax purposes.

**3. Investment in real estate**

The Corporation owns one unit of Standard Group Condominium in Tamuning, Guam, held for investment. The unit was used as property collateral by insurance company for bid bond purpose in 2013.

GINGER W. YU  
DAVID Y. W. YUAN  
MAYHUI HOU  
ANGEL C. W. WANG  
VIVIAN LIN ZHENG

**PACIFIC ACCOUNTING SERVICE, INC.**  
**LICENSED TAX PREPARERS**  
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SUITE 207, OKA PLAZA  
202 FARENHOLT AVE.,  
TAMUNING, GUAM 96913  
U.S.A.

May 3, 2018

The Board of Directors  
Basil Food Industrial Services Corporation  
FMA: Li Qun Corporation  
482 Pale San Vitores Rd.  
Tumon, Guam 96913

Gentlemen:

In accordance with your request, we have prepared from your books and records, the accompanying financial statements as follows:

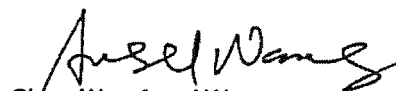
Exhibit "A" - Balance sheet as of December 31, 2016

Exhibit "B" - Income statement for the year ended December 31, 2016

Exhibit "C" - Statement of cash flows for the year ended December 31, 2016

Notes to the financial statements

Sincerely Yours,



Ching Wan Angel Wang  
Enrolled Agent No. 69087  
Enrolled to Practice Before  
The Internal Revenue Service



**BASIL FOOD INDUSTRIAL SERVICES CORPORATION**  
**FMA: LI QUN CORPORATION**  
**(A Guam S Corporation)**

Unit: US\$

Exhibit "A"

**Balance Sheet**

December 31, 2016

**Assets**

<b>Current assets:</b>			
Accounts receivable		1,724,262.49	
Inventory		48,511.20	
Deposit payments		202,588.00	
Unexpired insurance		<u>5,988.62</u>	1,981,350.31
<b>Fixed assets (Note 2):</b>			
<u>Description</u>	<u>Costs</u>	<u>Accumulated depreciation</u>	<u>Balance</u>
Leasehold improvements	318,121.48	20,058.00	298,063.48
Transportation equipment	33,900.00	21,412.00	12,488.00
Factory furniture & equipment	<u>1,097,538.58</u>	<u>920,524.09</u>	<u>177,014.49</u>
	<u>1,449,560.06</u>	<u>961,994.09</u>	487,565.97
<b>Other assets:</b>			
Investment in real estate (Note 3)		<u>75,000.00</u>	<u>75,000.00</u>
<b>Total assets</b>			<u><u>2,543,916.28</u></u>

**Liabilities and Stockholders' Equity**

<b>Current liabilities:</b>			
Bank overdraft		247,211.01	
Accounts payable		896,827.45	
Payroll & taxes payable		68,883.94	
Gross receipts tax payable		<u>77,365.85</u>	1,290,288.25
<b>Non-current liabilities:</b>			
Loans from Shareholder			<u>858,778.22</u>
			<u>2,149,066.47</u>
<b>Stockholders' equity</b>			
Capital stock (Note 1)		100,000.00	
<b>Retained earnings (deficit):</b>			
Balance - January 1, 2016	672,060.49		
Net income - per Exhibit "B"	214,249.44		
Less: Distribution of S Corp. earnings previously taxed	<u>(591,460.12)</u>		
Balance - December 31, 2016		<u>294,849.81</u>	<u>394,849.81</u>
<b>Total liabilities and stockholders' equity</b>			<u><u>2,543,916.28</u></u>

(See accompanying notes to the financial statements)

BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
FMA: LI QUN CORPORATION  
(A Guam S Corporation)

Unit: US\$

Exhibit "B"

Income Statement

For the Year Ended December 31, 2016

Contract Revenues		4,860,706.04
Cost of Contract Revenues:		
Beginning inventory - January 1, 2016	50,880.79	
Purchases	2,525,391.70	
LP Gas	39,239.79	
Total goods available for sales	2,615,512.28	
Less: Ending inventory - December 31, 2016	48,511.20	2,567,001.08
Gross Profit		2,293,704.96
Operating Expenses:		
Bank charges	2,490.72	
Car & truck expenses	91,304.95	
Contributions & donation	63,000.00	
Depreciation	112,667.00	
Employee benefits	147,883.47	
Entertainment & gifts	1,842.08	
Insurance	13,879.84	
Janitorial expenses	32,006.53	
Legal & professional fees	124,863.00	
Miscellaneous expenses	879.47	
Office expenses	4,056.80	
Outside service	20,789.49	
Penalties	938.04	
Printing & reproduction	2,647.23	
Rent	237,306.30	
Repairs	42,788.13	
Salaries & wages	842,896.06	
Supplies	6,949.37	
Taxes- FICA	64,481.61	
Taxes - Gross receipts tax	194,428.25	
Taxes - License & permit fees	1,482.83	
Taxes - Real property tax	4,260.54	
Taxes - Used taxes	419.65	
Tools	8,128.83	
Travel	1,784.50	
Telephone & postage	3,252.40	
Utilities	56,884.40	
Net income from operations	56,884.40	2,084,311.49
		209,393.47
Other Income or (Expenses):		
Gain on fixed assets sold	4,905.50	
Interest (expenses)	(49.53)	
Net income before taxes	4,855.97	4,855.97
Less: Provision for S corporation income tax (Note 1)		0.00
Net income		214,249.44

(See accompanying notes to the financial statements)

BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
 FMA: LI QUN CORPORATION  
 (A Guam S Corporation)

Unit: US\$

Exhibit "C"

Statement of Cash Flow

For the Year Ended December 31, 2016

Cash flows from operating activities:		
Net Income		214,249.44
Adjustments to reconcile net income to net cash provided by operating activities:		
Depreciation	112,667.00	
Gain on fixed assets sold	(4,905.50)	
Changes in assets and liabilities:		
Decrease in accounts receivable	506,768.50	
Decrease in inventory	2,369.59	
Increase in deposit payments	(200,000.00)	
Increase in unexpired insurance	(2,798.96)	
Decrease in accounts payable	(176,030.57)	
Increase in payroll & tax payable	24,266.59	
Decrease in gross receipts tax payable	<u>(22,912.04)</u>	<u>239,424.61</u>
Net cash provided by operating activities		453,674.05
Cash flows from investing activities:		
Proceed from fixed assets sold	<u>5,673.50</u>	
Net cash provided by investing activities		5,673.50
Cash flows from financing activities:		
Return of loan from shareholders	(31,353.37)	
Distribution of S Corp. earnings previously taxed	<u>(591,460.12)</u>	
Net cash used in financing activities		<u>(622,813.49)</u>
Net decrease in cash during the year		(163,465.94)
Cash balance at beginning of year		<u>(83,745.07)</u>
Cash balance at end of year		<u><u>(247,211.01)</u></u>
Cash paid during the year for:		
Interest expenses		<u><u>49.53</u></u>

(See accompanying notes to the financial statements)

Basil Food Industrial Services Corporation  
FMA: LI Qun Corporation  
(A Guam S Corporation)

Notes to the Financial Statements

December 31, 2016

1. Capitalization and organization

The Corporation was incorporated under the laws of Guam U.S.A. on June 4, 2004, for primary purpose of engaging in the business of restaurant operation and food catering service. On March 31, 2014, the Corporation terminated its restaurant operation. The Corporation serves as a food service provider for Government of Guam, Department of Correction started in 2012, and Division of Senior Citizens started in 2014. Contract services are generally performed under fixed-price purchase orders.

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All shareholders made the election of the Corporation to be treated as an "Electing Small Business Corporation" under Subchapter S of Internal Revenue Code Section 1361 effective January 1, 2013. Under Internal Revenue Code Section 1361, the corporation income tax is hereby eliminated, however, the Corporation's net income or net loss, tax credits, and certain deductions shall be directly passed over to its shareholders, respectively.

2. Leasehold improvements, transportation equipment and furniture equipment

The Corporation provides for depreciation of the leasehold improvements over recovery periods of seven (7) to thirty-nine (39) years using the Straight Line Method or Modified Accelerated Cost Recovery System (MACRS). The Corporation provides for depreciation of transportation, machinery, and furniture and fixtures over recovery periods of five (5) to seven (7) years using the Modified Accelerated Cost Recovery System (MACRS) for both financial statements and income tax purposes.

3. Investment in real estate

The Corporation owns one unit of Standard Group Condominium in Tamuning, Guam, held for investment. The unit was used as property collateral by insurance company for bid bond purpose in 2013.

GINGER W. YU  
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SUITE 207, OKA PLAZA  
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U.S.A.

May 8, 2018

The Board of Directors  
Basil Food Industrial Services Corporation  
FMA: Li Qun Corporation  
482 Pale San Vitores Rd.  
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Gentlemen:

In accordance with your request, we have prepared from your books and records, the accompanying financial statements as follows:

Exhibit "A" - Balance sheet as of December 31, 2017

Exhibit "B" - Income statement for the year ended December 31, 2017

Exhibit "C" - Statement of cash flows for the year ended December 31, 2017

Notes to the financial statements

Sincerely Yours,



Ching Wan Angel Wang  
Enrolled Agent No. 69087  
Enrolled to Practice Before  
The Internal Revenue Service

**BASIL FOOD INDUSTRIAL SERVICES CORPORATION**  
**FMA: LI QUN CORPORATION**  
**(A Guam S Corporation)**

Unit: US\$

Exhibit "A"

**Balance Sheet**

December 31, 2017

**Assets**

<b>Current assets:</b>				
Accounts receivable			1,320,263.98	
Inventory			47,901.05	
Deposit payments			202,588.00	
Unexpired insurance			<u>5,258.85</u>	1,576,011.88
<b>Fixed assets (Note 2):</b>				
<u>Description</u>	<u>Costs</u>	<u>Accumulated depreciation</u>	<u>Balance</u>	
Leasehold improvements	318,121.48	28,215.00	289,906.48	
Transportation equipment	33,400.00	17,223.00	16,177.00	
Factory furniture & equipment	<u>1,100,725.18</u>	<u>987,602.09</u>	<u>113,123.09</u>	
	<u>1,452,246.66</u>	<u>1,033,040.09</u>		419,206.57
<b>Other assets:</b>				
Investment in real estate (Note 3)			<u>75,000.00</u>	<u>75,000.00</u>
<b>Total assets</b>				<u><u>2,070,218.45</u></u>

**Liabilities and Stockholders' Equity**

<b>Current liabilities:</b>				
Bank overdraft			119,614.18	
Accounts payable			472,711.87	
Payroll & taxes payable			8,015.70	
Gross receipts tax payable			<u>65,328.04</u>	665,669.79
<b>Non-current liabilities:</b>				
Loans from Shareholder				<u>734,078.01</u>
				1,399,747.80
<b>Stockholders' equity</b>				
Capital stock (Note 1)			100,000.00	
<b>Retained earnings (deficit):</b>				
Balance - January 1, 2017		294,849.81		
Net income - per Exhibit "B"		1,125,620.84		
Less: Distribution of S Corp. earnings previously taxed		<u>(850,000.00)</u>		
Balance - December 31, 2017			<u>570,470.65</u>	<u>670,470.65</u>
<b>Total liabilities and stockholders' equity</b>				<u><u>2,070,218.45</u></u>

(See accompanying notes to the financial statements)

**BASIL FOOD INDUSTRIAL SERVICES CORPORATION**  
**FMA: LI QUN CORPORATION**  
**(A Guam S Corporation)**

Unit: US\$

Exhibit "B"

Income Statement

For the Year Ended December 31, 2017

Contract Revenues		6,539,217.24
Cost of Contract Revenues:		
Beginning inventory - January 1, 2017	48,511.20	
Purchases	2,967,202.01	
LP Gas	57,745.31	
Total goods available for sales	3,073,458.52	
Less: Ending inventory - December 31, 2017	47,901.05	3,025,557.47
Gross Profit		3,513,659.77
Operating Expenses:		
Bank charges	1,783.20	
Car & truck expenses	133,780.11	
Contributions & donation	1,700.00	
Depreciation	77,587.00	
Employee benefits	220,941.67	
Entertainment & gifts	5,856.80	
Insurance	33,027.81	
Janitorial expenses	35,826.60	
Legal & professional fees	47,338.88	
Miscellaneous expenses	510.80	
Office expenses	3,291.26	
Outside service	4,021.82	
Penalties	7,144.38	
Postages	19.60	
Printing & reproduction	4,743.42	
Rent	240,000.00	
Repairs	73,930.38	
Salaries & wages	1,056,270.47	
Supplies	10,468.80	
Tools	6,991.54	
Taxes- FICA	80,804.64	
Taxes - Gross receipts tax	261,568.68	
Taxes - License & permit fees	1,693.00	
Taxes - Real property tax	4,260.64	
Taxes - Used taxes	2,919.85	
Telephone & postage	2,944.51	
Uniforms	1,296.87	
Utilities	65,308.17	
Net income from operations	2,386,030.90	1,127,628.87
Other Income or (Expenses):		
(Loss) on fixed assets disposed	(1,959.00)	
Interest (expenses)	(49.03)	(2,008.03)
Net income before taxes	1,125,620.84	1,125,620.84
Less: Provision for S corporation income tax (Note 1)		0.00
Net income		1,125,620.84

(See accompanying notes to the financial statements)

BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
FMA: LI QUN CORPORATION  
(A Guam S Corporation)

Unit: US\$

Exhibit "C"

Statement of Cash Flow

For the Year Ended December 31, 2017

Cash flows from operating activities:		
Net Income		1,125,620.84
Adjustments to reconcile net income to net cash provided by operating activities:		
Depreciation	77,587.00	
Loss on fixed assets disposed	1,959.00	
Changes in assets and liabilities:		
Decrease in accounts receivable	403,998.51	
Decrease in inventory	610.15	
Decrease in unexpired insurance	729.77	
Decrease in accounts payable	(424,115.58)	
Decrease in payroll & tax payable	(60,868.24)	
Decrease in gross receipts tax payable	(12,037.81)	(12,137.20)
Net cash provided by operating activities		<u>1,113,483.64</u>
Cash flows from investing activities:		
Payment for purchase of fixed assets	(11,186.60)	
Net cash used by investing activities		<u>(11,186.60)</u>
Cash flows from financing activities:		
Return of loan from shareholders	(124,700.21)	
Distribution of S Corp. earnings previously taxed	(850,000.00)	
Net cash used in financing activities		<u>(974,700.21)</u>
Net increase in cash during the year		127,596.83
Cash balance at beginning of year		<u>(247,211.01)</u>
Cash balance at end of year		<u><u>(119,614.18)</u></u>
Cash paid during the year for:		
Interest expenses		<u><u>(49.03)</u></u>

(See accompanying notes to the financial statements)



Basil Food Industrial Services Corporation  
FMA: Li Qun Corporation  
(A Guam S Corporation)

Notes to the Financial Statements

December 31, 2017

1. Capitalization and organization

The Corporation was incorporated under the laws of Guam U.S.A. on June 4, 2004, for primary purpose of engaging in the business of restaurant operation and food catering service. On March 31, 2014, the Corporation terminated its restaurant operation. The Corporation serves as a food service provider for Government of Guam, Department of Correction starting in 2012, and Division of Senior Citizens starting in 2014. Contract services are generally performed under fixed-price purchase orders.

The Articles of Incorporation authorized to issue 1,000 shares of common stock with par value of \$1.00 each share, of which have been subscribed and paid since June 4, 2004. Per Unanimous Consent of Shareholders and Directors in Lieu of Combined Special Meeting dated December 1, 2014, the authorized capital was amended to increase to 500,000 shares at the same par value, of which 100,000 shares have been subscribed, paid, and outstanding, effective on December 1, 2014. In addition, the Corporation name was changed to Food Basil Food Industrial Services Corporation.

All shareholders made the election of the Corporation to be treated as an "Electing Small Business Corporation" under Subchapter S of Internal Revenue Code Section 1361 effective January 1, 2013. Under Internal Revenue Code Section 1361, the corporation income tax is hereby eliminated, however, the Corporation's net income or net loss, tax credits, and certain deductions shall be directly passed over to its shareholders, respectively.

2. Leasehold improvements, transportation equipment and furniture equipment

The Corporation provides for depreciation of the leasehold improvements over recovery periods of seven (7) to thirty-nine (39) years using the Straight Line Method or Modified Accelerated Cost Recovery System (MACRS). The Corporation provides for depreciation of transportation, machinery, and furniture and fixtures over recovery periods of five (5) to seven (7) years using the Modified Accelerated Cost Recovery System (MACRS) for both financial statements and income tax purposes.

3. Investment in real estate

The Corporation owns one unit of Standard Group Condominium in Tamuning, Guam, held for investment. The unit was used as property collateral by insurance company for bid bond purpose in 2013.

# DOC BREAKFAST

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Ham&cheese sandwich-280cal Assorted Fruits 1/2cpl-30 cal Coffee 1cpl-30 cal Milk 1cpl-120 cal	SPAM scramble 1.5 cal Assorted Fruits 1/2cpl-30 cal Coffee 1cpl-30 cal Milk 1cpl-120 cal	Tuna sandwich-240cal Assorted Fruits 1/2cpl-30 cal Coffee 1cpl-30 cal Milk 1cpl-120 cal	Fried Rice 1cpl-240cal Assorted Fruits 1/2cpl-30 cal Coffee 1cpl-30 cal Milk 1cpl-120 cal	Cereal 1 Box Slice Bread with butter Assorted Fruits 1/2cpl-30 cal Coffee 1cpl-30 cal Milk 1cpl-120 cal	Arrozcaldo 1cpl Boiled Egg 1 ea) Assorted Fruits 1/2cpl-30 cal Coffee 1cpl-30 cal Milk 1cpl-120 cal	Oatmeal w/Fruits 1.5cpl-110 Sliced Bread with Butter-120cal Assorted Fruits 1/2cpl-30 cal Coffee 1cpl-30 cal Milk 1cpl-120 cal

# BASIL FOOD INDUSTRIAL SERVICES CORPORATION

## DOG LUNCH

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Chicken Teriyaki 3oz: 180cal Steamed Rice 1/2c: 212 cal Assorted Fruits 1/2c: 30 cal	Fried Sn Steamed Rice 1/2c: 212 cal Assorted Fruits 1/2c: 30 cal	Spaghetti with Meat sauce (3oz): 210cal Dinner Roll 1ea: 50cal Assorted Fruits 1/2c: 30 cal	Pork Sir Fry 1c: 152 cal Steamed Rice 1c: 212 cal Green Beans 1/2c: 40cal Assorted Fruits 1/2c: 30 cal	Chicken Adobo 2oz: 222 cal Steamed Rice 1c: 212 cal Assorted Fruits 1/2c: 30 cal	Hamburger w/Gravy: 160 cal Steamed Rice 1c: 212 cal Peas and Carrots(1/2c): 50cal Assorted Fruits 1/2c: 30 cal	Pork Panc 1/2c: 340 Dinner Roll 1c: 50 cal Steamed Carrots 1/2c: 40cal Assorted Fruits 1/2c: 30 cal

# BASIL FOOD INDUSTRIAL SERVICES CORPORATION

## DOC DINNER

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Hot Chew 100	Beef 100 100 100 100 100	Sautee Chicken with Onion and Garlic 3 1/2 1/2 1/2 1/2 1/2	Spiced Chicken 100 100 100 100 100	Hot Chicken 100 100 100 100 100	Hot Chicken 100 100 100 100 100	Hot Chicken 100 100 100 100 100
Steamed Rice 100 100 100 100 100	Steamed Rice 100 100 100 100 100	Steamed Rice 100 100 100 100 100	Steamed Rice 100 100 100 100 100	Steamed Rice 100 100 100 100 100	Steamed Rice 100 100 100 100 100	Steamed Rice 100 100 100 100 100
Steamed Carrots 1/2 1/2 1/2 1/2 1/2	Green Beans 1/2 1/2 1/2 1/2 1/2	Steamed Rice 1/2 1/2 1/2 1/2 1/2	Steamed Rice 1/2 1/2 1/2 1/2 1/2	Steamed Rice 1/2 1/2 1/2 1/2 1/2	Steamed Beans & Carrots 1/2 1/2 1/2 1/2 1/2	Steamed Carrots 1/2 1/2 1/2 1/2 1/2
Assorted Fruits 1/2 1/2 1/2 1/2 1/2	Assorted Fruits 1/2 1/2 1/2 1/2 1/2	Assorted Fruits 1/2 1/2 1/2 1/2 1/2	Assorted Fruits 1/2 1/2 1/2 1/2 1/2	Assorted Fruits 1/2 1/2 1/2 1/2 1/2	Assorted Fruits 1/2 1/2 1/2 1/2 1/2	Assorted Fruits 1/2 1/2 1/2 1/2 1/2



# BASIL FOOD INDUSTRIAL SERVICES CORPORATION

## DOC LUNCH

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Chicken Teriyaki (3oz) - 380cal Steamed Rice 1c - 242 cal Steamed Carrots 1/2c - 60 cal Assorted Fruit (1/2c - 50 cal)	Fried Fish Steamed Rice 1c - 242 cal Broccoli (1/2c) - 40 cal Assorted Fruit (1/2c) - 80 cal	Scagnetti w/lf Meat Sauce (3oz) - 420cal Dinner Roll 1ea - 60ca Corr 1/2c - 60cal Assorted Fruit 1/2c - 80 cal	Port Sir Fry 1c - 262 cal Steamed Rice 1c - 242 cal Dinner Roll 1ea - 60ca Assorted Fruit 1/2c - 80 cal	Chicken Teriyaki (3oz) - 380cal Steamed Rice 1c - 242 cal Broccoli (1/2c) - 40 cal Assorted Fruit (1/2c) - 80 cal	Chicken Adobo (3oz) - 380 cal Steamed Rice 1c - 242 cal Broccoli (1/2c) - 40 cal Assorted Fruit (1/2c) - 80 cal	Port Pancit (1c) - 380cal Dinner Roll 1ea - 60 cal Corr (1/2c) - 60 cal Assorted Fruit (1/2c) - 80 cal
Beef Sirloganif 1c Steamed Rice 1c Corn 1/2c Assorted Fruit (1/2c) - 80 cal	Chicken Sir Fry 390ca Steamed Rice 1c - 242 cal Green Beans (1/2c) - 40ca Assorted Fruit (1/2c) - 80 cal	Port w/Steamed Tomatoes 1c - 360cal Steamed Rice 1c - 242 cal Steamed Carrots (1/2c) - 40cal Assorted Fruit (1/2c) - 80 cal	Beef Sirw 1c - 365 ca Steamed Rice 1c - 242 cal Mixed Veggies - 80 cal Assorted Fruit (1/2c) - 80 cal	Fried Fish (3oz) - 380 cal Steamed Rice 1c - 242 cal Broccoli (1/2c) - 40 cal Assorted Fruit (1/2c) - 80 cal	Chicken Adobo (3oz) - 380 cal Steamed Rice 1c - 242 cal Broccoli (1/2c) - 40 cal Assorted Fruit (1/2c) - 80 cal	Sweet n Sour Port (1c) - 380cal Steamed Rice 1c - 242 cal Green Beans (1/2c) - 40cal Assorted Fruit (1/2c) - 80 cal
Hot Dog (2ea) - 240 cal Hot Dog Bun (2ea) - 220 ca Peas & Carrots (1/2c) Assorted Fruit (1/2c) - 80 cal	Pork Calderata - 3oz - 280cal Steamed Rice 1c - 242 cal Mixed Veggies (1/2c) - 80cal Assorted Fruit (1/2c) - 80 cal	Chicken Teriyaki (3oz) - 380cal Steamed Rice 1c - 242 cal Steamed Carrots (1/2c) - 40cal Assorted Fruit (1/2c) - 50 cal	Beef Sirw 1c - 230 cal Steamed Rice 1c - 242 cal Peas (1/2c) - 40 cal Assorted Fruit (1/2c) - 80 cal	Fried Fish (3oz) - 380 cal Steamed Rice 1c - 242 cal Broccoli (1/2c) - 40 cal Assorted Fruit (1/2c)	Sweet n Sour Port (1c) - 380cal Steamed Rice 1c - 242 cal Peas and Carrots (1/2c) - 60cal Assorted Fruit (1/2c)	Spaghett w/lf Meat Sauce (3oz) - 420cal Dinner Roll (1ea) - 60 ca Corr (1/2c) - 60 cal Assorted Fruit (1/2c) - 80 cal

# BASIL FOOD INDUSTRIAL SERVICES CORPORATION

## DOC DINNER

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Port Sir Fry 1c Steamed Rice 1c - 242 ca Steamed Carrot 1/2c - 40ca Assorted Fruit 1/2c 50ca	Beef Chop Suey 1c 350ca Steamed Rice 1c 242 ca Greener Beans 1/2c - 40ca Assorted Fruit 1/2c 80ca	Saute Chicken with Onions and Garlic (3oz) 29c Steamed Rice 1c - 242 ca Sir Fry Veggies 1/2c - 70ca Assorted Fruit 1/2c 80ca	Trixtal 1c 350ca Steamed Rice 1c 242 ca Italian Blend 1/2c - 80ca Assorted Fruit 1/2c 80ca	Fried Chicken 3oz - 300ca Steamed Rice 1c - 242 ca Steamed Mixed Veggies 1/2c Assorted Fruit 1/2c 80ca	Fried Chicken 3oz - 300ca Steamed Rice 1c - 242 ca Steamed Mixed Veggies 1/2c Assorted Fruit 1/2c 80ca	Port Curry 1c - 410ca Steamed Rice 1c 242 ca Steamed Peas & Carrots 1/2c - 80ca Assorted Fruit 1/2c 80ca
Port Sir Fry 1c Steamed Rice 1c Assorted Fruit 1/2c 80ca	Salisbury Steak (3oz) - 220ca Steamed Rice 1c - 242 ca Greener Beans 1/2c - 40ca Assorted Fruit 1/2c 80ca	Chicken Estafau (3oz) - 240ca Steamed Rice 1c - 242 ca Steamed Carrot (1/2c) - 40ca Assorted Fruit 1/2c 80ca	Port Calabrese 3oz - 360ca Steamed Rice 1c - 242 ca Mixed Veggies 70ca Assorted Fruit 1/2c 80ca	Beef Teriyaki 3oz - 330ca Steamed Rice 1c - 242 ca Steamed Broccoli 1/2c - 40ca Assorted Fruit 1/2c 80ca	Chicken Sir Fry 1c 310ca Steamed Rice 1c 242 ca Steamed Broccoli 1/2c - 40ca Assorted Fruit 1/2c 80ca	Fried Sir Fry 3oz - 380ca Steamed Rice 1c - 242 ca Steamed Mixed Veggies 1/2c - 70ca Assorted Fruit 1/2c 80ca
Pork Pancit (1c) Dinner Roll (1c) Carrot (1/2c) Assorted Fruit (1/2c) 80ca	SPRAY with Tomato Sauce and Mixed Vegetables 1c - 290ca Steamed Rice 1c - 242 ca Corn (1/2c) 80ca Assorted Fruit (1/2c) 80ca	Ham Slice (3oz) - 260ca Steamed Rice 1c - 242 ca Broccoli (1/2c) 40ca Assorted Fruit (1/2c) 80ca	Fried Chicken (3oz) - 300ca Steamed Rice 1c - 242 ca Steamed Mixed Veggies 1/2c Assorted Fruit 1/2c 80ca	Sweet & Sour Pork 1c - 350ca Steamed Rice 1c - 242 ca Broccoli (1/2c) 40ca Assorted Fruit 1/2c 80ca	Chicken Sir Fry 1c 310ca Steamed Rice 1c 242 ca Steamed Mixed Veggies 1/2c - 70ca Assorted Fruit 1/2c 80ca	Assorted Fruit (1/2c) 80ca Beef & Mushroom (4oz) - 220ca Steamed Rice 1c - 242 ca Assorted Fruit 1/2c 80ca
Hot Dog (2ea) - 240 cal Hot Dog Bun (2ea) - 220 cal Peas & Carrot (1/2c) Assorted Fruit (1/2c) 80ca	Fried Fish (3oz) - 380 cal Steamed Rice 1c - 242 cal Steamed Broccoli (1/2c) - 40ca Assorted Fruit (1/2c) 80 cal	Biscuits (3oz) - 280cal Steamed Rice 1c - 242 cal Steamed Carrots (1/2c) - 40ca Assorted Fruit (1/2c) 80 cal	Fried Fish (3oz) - 380 cal Steamed Rice 1c - 242 cal Steamed Broccoli (1/2c) Assorted Fruit 1/2c 80ca	Port Curry 1c - 410cal Steamed Rice 1c - 242 ca Greener Beans 1/2c - 40ca Assorted Fruit (1/2c) 80 cal	Fried Chicken (3oz) - 300cal Steamed Rice 1c - 242 cal Steamed Mixed Veggies (1/2c) Assorted Fruit (1/2c) 80 cal	Salisbury Steak (3oz) - 390cal Steamed Rice 1c - 242 cal Corn 1/2c 80 cal Assorted Fruit (1/2c) 80 cal

# BASIL FOOD INDUSTRIAL SERVICES CORPORATION

## SPECIAL MEALS

SUNDAY	DIABETES SNACK	LOW PURINE	SOFT/CHOPPED	PURINE	LIQUID DIET	RENAL
Chicken Teriyaki (Box) - 180ca Steamed Rice (1c) - 262 ca Steamed Carrot (1/2c) - 66 ca Assorted Fruit (1/2c) - 50 cal	1 Slice of Bread 1 TBSP Peanut Butter Apple Orange 1 1/2 Sandwich	1/2 cup Cream of Corn 1/2 cup Cauliflower 1/2 cup Mushroom 1/2 cup Legumes 1/2 cup Peas 1/2 cup Oatmeal	Must take at regular food: and chop it finely	Must take at regular food: add 1/2 cup water and blend until consistency is like pudding	1/2 cup Each meal should have 1/2 cup of beverage TEA, COFFEE, WATER 1/2 cup Gelatin 1/2 cup Broth	1/2 cup Potatoe: 1/2 cup Tomatoes 1/2 cup Canned Pineapple ONLY
Beef Stroganoff (1c) Steamed Rice (1c) Carrot (1/2c) Assorted Fruit (1/2c) - 80 cal		1/2 cup Meat 1/2 cup Gravy 1/2 cup Anchovy: 1/2 cup Mushrooms No Tuna				
Chicken Broccoli (1c) Steamed Rice (1c) - 262 ca Carrots (1/2c) Assorted Fruit (1/2c) - 80 cal		No Cod Fish No Organ Meat No Sweet Bread				
Hot Dog (2ea) - 240 cal Hot Dog Bun (2ea) - 220 cal Peas & Carrots (1/2c) Assorted Fruit (1/2c) - 80 cal						



BASIL FOOD INDUSTRIAL SERVICES CORPORATION  
530W O'BRIEN DRIVE  
HAGATNA, GUAM 96910

**Emergency Feeding Plan**

BASIL Food Services will always cooperate with and act in accordance with the requirements of the Department of Corrections during emergency situations. An emergency might arise because of natural conditions, such as a typhoon, earthquakes, or man-made, such as disruptions caused by inmates and the like.

Despite emergent conditions, inmates must be served meals. Assuming the conditions are such that food preparation of Department of Corrections becomes impossible, we will use any one or more of our off-site kitchens to prepare each meal per day. BASIL has ample refrigeration, storage and cooking facilities to handle the assembly and preparation of meals. Our kitchens are all equipped with emergency power generation to assure that cooking and refrigeration can occur under all conditions.

Meals will be prepared and when road conditions allow, BASIL will transport the prepared meals in leak proof, spill proof containers that also maintain food temperature. Once at the facilities (Mangilao and Hagatna), our personnel will deliver the meals to the dining facility for service. Following each meal service, trash will be disposed of as usual. If this is not possible, we will store and remove refuse as conditions allow.

In the event of a lock-down or other disruption within the prison, we will primarily act as directed by the prison administration. Under direction, we will continue to prepare and serve three (3) meals a day to all inmates and detainees. We will develop an emergency plan that will allow the feeding of all, but not compromise prison activity. If necessary, we will deliver all meals to the various housing units and serve there.

# Basil Food Service: Emergency Menu

Sun	Mon	Tue	Wed	Thu	Fri	Sat
UHT MILK (100cal) WATER TUNA (3oz) (120cal) 4 SLICES OF BREAD (400cal) PC MAYO—2 ea N CORN (120cal)	UHT MILK (100cal) WATER PORK and BEANS (1C) (260cal) STEAMED RICE (220cal) CAN MIX VEGETABLE (70cal)	UHT MILK (100cal) WATER SPAGHETTI (1C) (650cal) 2 SLICES OF BREAD (100cal) CAN GREEN BEANS (40cal)	UHT MILK (100cal) WATER LUCHEON MEAT (2 slices) (140cal) STEAMED RICE (220cal) CAN PEAS & CARROTS (120cal)	UHT MILK (100cal) WATER HOT DOG (2ea) (220cal) HOT DOG BUNS (2 each) (250 cal) CAN MIX VEGETABLE (120cal)	UHT MILK (100cal) WATER HAM & CHEESE SANDWICH (2ea) (360cal) CAN CARROTS (60cal)	UHT MILK (100cal) WATER CHILI BEANS (1C) (287cal) CRACKERS (2 PKG) (112cal) CAN CORN (120cal)



All correspondences for this RFQ must reference the Requisition Number. Please send any correspondences to [gsaprocmnt@gsadoa.guam.gov](mailto:gsaprocmnt@gsadoa.guam.gov)

PLEASE RESPOND  
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**REVISED**  
9/23/18

**ORIGINAL**

REQUEST FOR QUOTATION

BUYER : Tedaotao, Christine M. - GSA  
TELEPHONE: 475-1705 FAX NO.: 475-1727

Please respond as soon possible but no later than: ~~9/27/2018~~ 5:00pm Today | Requisition Number: Q191300005 | Date: 9/24/2018  
RFQ #: RFQ13003660

VENDOR: CALIFORNIA MART | PLEASE FURNISH PRICE QUOTE, DELIVERY TIME  
S0097959 S.H. ENTERPRISES, INC. | AND TERMS BASED ON F.O.B. DESTINATION FOR  
P.O. BOX 9730 | THE ITEMS LISTED BELOW. PLEASE RESPOND BY  
TAMUNING, GU 96931 | THE ABOVE DATE.  
Phone (671) 649-0521 Fax (671) 649-2957

Quoted by Print/Signature: Tae Hong Min | Quote Date: 9-25-18 | Phone Number: 777-2805

Delivery Date Required: 10-1-2018 | The party making the foregoing bid is genuine and that  
Delivery Date Offered: 10-1-2018 | said bidder agrees, that they are fully aware and is in  
Terms: | compliance with Title 5 G.C.A. Chapter 5 - 5801 and 5802  
Prices good for: 180 Days | Wage Determination, and that the attached is the most  
recent issued by U.S. D.O.L. for the positions required  
to implement the required service as per the following  
specification.  
Therefore, under penalty of perjury, I certify that the  
facts stated above are true.  
Signature: Tae Hong Min | Date: 9-25-18

1. Offering Recycle Products ( ) YES ( ) NO  
2. Offering Biodegradable Products ( ) YES ( ) NO  
Please separate your offer of recyclable and/or biodegradable products from regular products.

T H I S I S N O T A N O R D E R

ITEM	DESCRIPTION - OR EQUAL	QTY	UOM	UNIT PRICE	TOTAL PRICE	AVAILABILITY
1	EMERGENCY PROCUREMENT ISSUED TO COVER THE COST FOR DOC FOOD SERVICES DAILY BREAKFAST, LUNCH AND DINNER MEALS, DIETARY SNACKS AND DIETARY MEALS (AS PRESCRIBED BY MEDICAL PHYSICIAN) FOR DOC INMATES AND DETAINEES, ESTIMATED POPULATION OF 700 INMATES / DETAINEES.	1	LOT			

**ACKNOWLEDGEMENT COPY**  
RECEIVED BY [Signature]  
DATE 09/25/18 3:05 pm

All correspondences for this RFQ must reference the Requisition Number. Please send any correspondences to gsaprocmnt@gsadoa.guam.gov

PLEASE RESPOND  
BACK WITH QUOTE OR  
NO QUOTE  
SI YU ' US MA ' ASE

REQUEST FOR QUOTATION

BUYER : Tedtaotao, Christina M. - GSA  
TELEPHONE: 475-1705 FAX NO.: 475-1727

Please respond as soon possible | Requisition Number: Q191300038 | Date: 9/24/2018  
but no later than: 9/27/2018 | RFQ #: RFQ19003660

VENDOR: CALIFORNIA MART  
S0097959 S.H. ENTERPRISES, INC.  
P.O. BOX 9730  
TAMUNING, GU 96931  
Phone (671) 649-0521 Fax (671) 649-2957

PLEASE FURNISH PRICE QUOTE, DELIVERY TIME AND TERMS BASED ON F.O.B. DESTINATION FOR THE ITEMS LISTED BELOW. PLEASE RESPOND BY THE ABOVE DATE.

Quoted by Print/Signature: Tae Hang Min | Quote Date: 9-25-18 | Phone Number: 77-2805

\*\* Delivery Date Required: 10-1-2018  
\*\* Delivery Date Offered: 10-1-2018  
Terms:  
Prices good for: 180 Days

The party making the foregoing bid is genuine and that said bidder agrees, that they are fully aware and is in compliance with Title 5 G.C.A. Chapter 5 - 5901 and 5902 Wage Determination, and that the attached is the most recent issued by U.S. D.O.L. for the positions required to implement the required service as per the following specification.  
Therefore, under penalty of perjury, I certify that the facts stated above are true.  
Signature: Tae Hang Min Date: 9-25-18

1. Offering Recycle Products ( ) YES ( ) NO  
2. Offering Biodegradable Products ( ) YES ( ) NO  
Please separate your offer of recyclable and/or biodegradable products from regular products.

THIS IS NOT AN ORDER

ITEM	DESCRIPTION - OR EQUAL	QTY	UOM	UNIT PRICE	TOTAL PRICE	AVAILABILITY
	PERIOD TO COVER: OCTOBER 1 THRU OCTOBER 31, 2018					
	PRICE PER MEAL DAILY MEAL:					
	BREAKFAST \$ <u>2.65</u>					
	LUNCH \$ <u>3.50</u>					
	DINNER \$ <u>3.50</u>					
	TOTAL: \$ <u>9.65</u>					

All correspondences for this RFQ must reference the Requisition Number. Please send any correspondences to [gsaprocmnt@gsadoa.guam.gov](mailto:gsaprocmnt@gsadoa.guam.gov)

PLEASE RESPOND  
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REQUEST FOR QUOTATION

BUYER : Tedtaotao, Christina M. - GSA  
TELEPHONE: 475-1705 FAX NO.: 475-1727

Please respond as soon possible but no later than: 9/27/2015 Requisition Number: Q191300209 Date: 9/24/2015  
RFQ #: RFQ19003660

VENDOR: CALIFORNIA MART  
50097959 S.H. ENTERPRISES, INC.  
P.O. BOX 9730  
TAMUNING, GU 96931  
Phone (671) 649-3521 Fax (671) 649-2957  
PLEASE FURNISH PRICE QUOTE, DELIVERY TIME AND TERMS BASED ON F.O.B. DESTINATION FOR THE ITEMS LISTED BELOW. PLEASE RESPOND BY THE ABOVE DATE.

Quoted by Print/Signature: Tae Hong Min Quote Date: 9-25-18 Phone Number: 777-2805

\*\* Delivery Date Required: 10-1-18  
\*\* Delivery Date Offered: 10-1-18  
Terms: Prices good for: 180 Days  
The party making the foregoing bid is genuine and that said bidder agrees, that they are fully aware and is in compliance with Title 5 G.C.A. Chapter 5 - 5201 and 5202 Wage Determination, and that the attached is the most recent issued by U.S. D.O.L. for the positions required to implement the required service as per the following specification.  
Therefore, under penalty of perjury, I certify that the facts stated above are true.  
Signature: [Signature] Date: 9-25-18

1. Offering Recycle Products ( ) YES ( ) NO  
2. Offering Biodegradable Products ( ) YES ( ) NO  
Please separate your offer of recyclable and/or biodegradable products from regular products.

THIS IS NOT AN ORDER

ITEM	DESCRIPTION - OR EQUAL	QTY	UOM	UNIT PRICE	TOTAL PRICE	AVAILABILITY
	DIETARY MEAL/SNACK (AS PRESCRIBED)					
	BREAKFAST			\$ 2.65		
	LUNCH			\$ 3.50		
	DINNER			\$ 3.50		
	SNACK			\$ 0.50		
	TOTAL			\$ 10.15		
	PRICE MUST REMAIN THE SAME FOR					

All correspondences for this RFQ must reference the Requisition Number. Please send any correspondences to [gsaprocurement@gsadoa.guam.gov](mailto:gsaprocurement@gsadoa.guam.gov)

PLEASE RESPOND  
BACK WITH QUOTE OR  
NO QUOTE  
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REQUEST FOR QUOTATION

BUYER : Tedtaotao, Christine M. - GSA  
TELEPHONE: 475-1705 FAX NO.: 475-1727

Please respond as soon possible but no later than: 9/27/2019	Requisition Number: Q191300009 RFQ #: RFQ12003660	Date: 9/24/2019
--	--	-----------------

VENDOR: CALIFORNIA MART 50097959 S.H. ENTERPRISES, INC. P.O. BOX 9730 TAMUNING, GU 96931 Phone (671) 649-0521 Fax (671) 649-2957	PLEASE FURNISH PRICE QUOTE, DELIVERY TIME AND TERMS BASED ON F.O.B. DESTINATION FOR THE ITEMS LISTED BELOW. PLEASE RESPOND BY THE ABOVE DATE.
--	---

Quoted by Print/Signature:	Quote Date:	Phone Number:
----------------------------	-------------	---------------

** Delivery Date Required:	The party making the foregoing bid is genuine and that said bidder agrees, that they are fully aware and is in compliance with Title 5 G.C.A. Chapter 5 - 5801 and 5802 Wage Determination, and that the attached is the most recent issued by U.S. D.O.L. for the positions required to implement the required service as per the following specification. Therefore, under penalty of perjury, I certify that the facts stated above are true. Signature _____ Date: _____
** Delivery Date Offered:	
Terms: Prices good for: _____ Days	

1. Offering Recycle Products ( ) YES ( ) NO  
2. Offering Biodegradable Products ( ) YES ( ) NO  
Please separate your offer of recyclable and/or biodegradable products from regular products.

T H I S I S N O T A N O R D E R

ITEM	DESCRIPTION - OR EQUAL	QTY	UOM	UNIT PRICE	TOTAL PRICE	AVAILABILITY
	A PERIOD OF 180 DAYS					
	PLEASE SEE ATTACHED SPECIFICATIONS					

REF: Q191300008

I. Department of Corrections Food Services

A. Introduction

The Department of Corrections is soliciting quotations from qualified vendors to provide food services for prisoners in the custody of Department of Corrections, herein after referred to as, DOC. DOC's current average population is 700 daily. DOC intends to award a single Food Service Company herein after referred to as the Vendor to provide these food services. DOC requires the vendor to develop and implement a food services operation that will meet the immediate and future needs of DOC and its prisoners. The primary requirements of this emergency procurement are to manage the department's food services in a manner meeting the nutritional needs of the prisoners with palatable and reasonably attractive meals and snacks, while ensuring all applicable licensing and/or permits as required by local and federal laws are maintained for food preparation and service. Through DOC Food Services, the vendor will be required to provide three meals per day, Breakfast, Lunch and Dinner, which may be a Dietary meal (as prescribed and required by DOC's medical physician and/or Registered Dietician), Religious meal (approved by DOC's approving authority) and Dietary Snacks meal (as prescribed and required by DOC's medical physician and/or Registered Dietician). Each meal and snack must meet the Nutritional Values as established by the prescribed federal guidelines for nutrition. Nutritional information will be made available to the prisoners to enable them to practice healthy eating habits to promote their quality of life.

B. Objective for Emergency Procurement

1. To deliver palatable quality food in accordance with industry standards to prisoner confined in the Department of Corrections. Food services must meet all applicable federal and local guidelines, laws and regulations and will meet the guidelines as prescribed.
2. Provide an efficient system whereby prisoners receive meals that provide proper nutrition and meet specific dietary requirements of the medical conditions, religious requirements or management plans while confined in the Department of Corrections.
3. To ensure that security measures are viewed as the top priority from all involved in the provision of food services.
4. To operate the Food Service Program using professionally trained personnel experienced in providing food service for corrections facilities.
5. To Implement a written food service plan with clear objectives, policies, procedures and a plan of evaluation for compliance.
6. Provide nutritious meals to prisoners three times a day, seven days a week.

ACKNOWLEDGEMENT COPY

RECEIVED BY: MAF

DATE: 09/24/18 3:05 pm



7. To enter into a minimum 30 days and up to 90 days contract beginning October 01, 2018.

## II. Vendor's Minimum Qualifications

A. Must be organized for the purpose of providing institutional and volume food service. The Vendor's food service manager, and the Food Service Supervisor must have three (3) years previous experience with proven effectiveness in administering large scale food service programs. Average serving of meals per day at 2,100.

B. Provide a list of all food services contract held during the past three (3) years;

C. Provide resumes of the food service manager, food service supervisor and registered dietician showing at least three (3) years of experience in a large scale facility.

D. Must have qualified and trained staff with sufficient back-up personnel to successfully complete the contract requirements. Vendor must have access to services of Registered Dietician to comply with standard nutritional guidelines and for menu development.

E. Must have a proven ability for a contract start-up immediately upon award of contract, In addition, must have an Alternate Food Service Site with current inspection report issued by the Department of Public Health and Social Services of the Government of Guam.

F. Must have the central office capability to supervise and monitor the program, ensuring satisfactory provision of services.

G. Must have adequate storage and power back-up facilities to ensure continuous supply of fresh food items and supplies for food service.

H. Must be actively licensed on Guam by a licensing authority recognized by the Government of Guam. A certified copy of the business license must accompany all official contracts.

I. Must provide their most recent sanitation inspection report issued by the Department of Public Health and Social Services of the Government of Guam.

J. Must provide a certified copy of a current financial report of the successful company for the last three (3) years.

### III. DOC Food Services Requirements

- A. Vendor will oversee daily operation of DOC Food Services
  - 1. Menu Preparation
  - 2. Nutritional Analysis
  - 3. Purchasing and Storing of food and supplies
  - 4. Vendor shall include a transition plan for the first seven (7) days of food service
    - a) *Serving of Meals on the first day*
    - b) *Alternate Food Service Site*
    - c) *Equipment Inventory*
  - 5. Ten (10) days prior to termination or expiration of contract, Vendor must prepare all meals at its alternate food services site.
  - 6. Food Service Personnel
    - a) *Food Service Director or Similar*
    - b) *Registered Dietician*  
*Sufficient Personnel for the daily operations*
    - c) *Food Service related training*
- B. Vendor will provide Nutritious, Appealing and Quality Meals and Dietary Snacks
  - 1. Daily Meals
    - a) *Breakfast*
      - a) *Optional Hot or Cold Meal*
    - b) *Lunch*
      - a) *Hot Meal*
    - c) *Dinner*
      - a) *Hot Meal*
  - 2. Special Meals
    - a) *Dietary Meals*
      - a) *Prescribed and approved by DOC's Medical Physician*
    - b) *Religious Meals*
      - a) *Approved by Director, Department of Corrections or authorized designee.*
    - c) *Special Meals shall be provided at no additional cost to the government.*
  - 3. Dietary Snacks
    - a) *Prescribed and approved by DOC's Medical Physician*

C. Vendor will provide and is solely responsible for costs and expenses for all food services to DOC including, but not limited to:

1. Food
2. Beverages
  - a) Water
  - b) Milk
  - c) Coffee (must include non-dairy creamer and sugar)
3. Eating Utensils
  - a) Disposable Spoons
  - b) Disposable Forks
  - c) Napkins
4. Labor
5. Material
6. Equipment Maintenance and Repair
7. Personnel Training
8. Accounting Records and Reports
9. Business License
10. Catering License
11. Health Certificate / License
12. Sanitary Certificate

All other permits required to provide food services to DOC and to ensure compliance with the rules and regulations of DOC, DPHSS, GFD, GEPA and any all other permits as required by local and federal laws.

D. Vendor will assume responsibility for DOC Food Service sites / facilities

1. ACF
2. DOC Food Service Facility
  - a) *DOC Food Service Facilities shall only be used for the preparation of food to be served to DOC prisoners at DOC facilities and for no other purpose without the prior written consent of the Director, Department of Corrections or the authorized designee. DOC Food Service Facility shall not be used to store, prepare or cook meals or render other related services for purposes unrelated to this contract.*
  - b) *DOC reserves the right to utilize the dining area for any activities and/or functions, provided that it does not interfere with Food Service operations.*

E. Meal Services

1. Vendor will provide Food Services seven (7) days per week at the following times:

- a) *Breakfast: 0600 - 0800*
- b) *Lunch: 1100-1300*
- c) *Dinner: 1630-1830*
- d) *Dietary Snacks: serving time will be determined by DOC Medical Physician.*

2. Preparation and Delivery

- a) *Vendor will prepare meals to be individually packaged and sealed in individual disposable serving containers ready for consumption.*
- b) *Each meal must include the following:*
  - a) *Eating utensils individually wrapped*
  - b) *Condiments – dependent upon meal menu*

3. Transporting of Meals

- a) *Vendor will individually package meals*
- b) *Vendor must ensure local health and sanitation requirements and that all proper regulations are followed when transporting meals for distribution.*
- c) *Vendor must ensure the safe Preparation of meals for Transportation, food temperatures and storage, either warm or chilled and must be ready for consumption.*

F. Menus

1. Vendor must prepare a four (4) week cycle menu

- a) *Meals must be nutritious, appealing, palatable, qualitative and proportional to adult servings.*

2. Seven (7) Day Emergent Menu

- a) *Meals must contain non-perishable food items.*
- b) *Meals still must maintain the required nutritional value.*

3. Menu changes

- a) *Menu changes must be approved by Director, Department of Corrections or its authorized designee ten (10) days prior to menu change.*
- b) *Failure to comply shall result in a non-payment to the vendor.*
- c) *By cases of emergent situations, classified as Acts of God or Natural Disasters, ie. Typhoon, Earthquake, Tsunami, same day request MAY be approved by the Director, Department of Corrections or its designee at his/her discretion dependent upon the nature of the reason.*

4. Meal Pattern for Special Diets

- a) *Vendor must prepare a four (4) week cycle menu for the following special diet meal*

- a) Dietary Meals.
        - (a) Must be approved and prescribed by DOC's Physician and/or Medical Doctor
      - b) Religious Meals
        - (a) Must be approved by the Director, Department of Corrections or its designee.
      - c) Vendor must be prepared to accommodate Special Diet Meal regardless if the Special Diet Meal is on the regular menu.
  - 5. Dietary Snacks
    - a) *Vendor must be able to provide Dietary Snacks which are medically required to prisoners.*
      - a) Dietary Snacks must be approved and prescribed by DOC's Physician and/or Medical Doctor.
  - 6. Food Acceptability
    - a) *Meal Samples must be provided to the Director, Department of Corrections and the Corrections Facility Superintendent (Warden) in the appropriate portion sizes to determine food acceptability. Other determining factors include but not limited to, Palatable, attractive and Qualitative.*
    - b) *Meal Samples are free of charge.*
  - 7. Non Payment for Spoilage or Unwholesome Foods
    - a) *No payment shall be made for meals that are spoiled or unportioned in whole or in part.*
- G. Procurement of Foods
- 1. Vendor must utilize the maximum use of fresh local farm and fish products as per PL23-18.
  - 2. Vendor must submit a listing of local vendors used to procure foods for DOCs Food Service.
- H. Food Storage
- 1. Vendor must comply with local and federal requirements for food storage.
- I. Monitoring and Inspections
- 1. DOC Reserves the right to monitor and inspect DOC Food Services through periodic on-site visits to ensure conformance with all regulations and the quality of the following, but not limited to:
    - a) *Food and Beverages*
    - b) *Meals*
    - c) *Food Preparation Areas*
    - d) *Storage Areas*
    - e) *Sanitation Practices*
    - f) *Freezer(s) and Refrigerator(s)*

2. Reporting, Comments, Recommendations

a) *Monitoring and Inspections reports must follow all on-site visit, to include but not limited to:*

- a) Observations
- b) Comments
- c) Recommendations
- d) Corrective Actions, if any

J. Food Service Facilities

1. "As Is" Condition upon Transfer

a) *Vendor shall accept the inventory at each facility "AS IS".*

a) ACF

b) *Vendor shall assume responsibility and all cost associated with necessary upgrades, maintenance, repairs and/or replacement of the equipment and facility after receipt of facility and its inventory.*

2. Vendor shall not, at any time, remove any equipment, supplies, or any such thing of the like owned by Department of Corrections, except for the purpose of maintenance or repair.

a) *Disposition of government owned equipment shall be the responsibility of DOC.*

b) *All equipment repaired or replaced will be transferred to DOC at the termination of the contract.*

3. All equipment provided by the Vendor shall be inventoried and written notification to DOC shall be provided.

a) *Ten (10) days upon termination or expiration of the contract, Vendor will remove all vendor owned equipment and must restore all DOC equipment and facility to its original condition less wear and tear.*

4. Vendor will be responsible for all maintenance, housekeeping and sanitation during the period of the contract, to include but not limited to:

a) *Food Preparation Areas*

b) *Storage Areas*

c) *Food Servicing Items / Supplies*

a) *Dishes, Pots, Pan, any and all utensils, servers*

d) *Restrooms and Washroom*

e) *Fixtures – Plumbing, Lighting, Mechanical Controls*

f) *Equipment - Exhaust Fans, Anslul fixtures, Water heaters / boilers, Freezers, Refrigerators*

g) *Any and all items and areas in the Food Service Facility that are reasonable necessary, for use, preparation, operation and performance that may be in the inventory of the Food Service Facility as part of this Contract.*

5. Janitorial and Sanitation Supplies

- a) *Vendor will be responsible to provide any and all of the following to include but not limited to the following:*
  - a) Janitorial Supplies
  - b) Cleaning Supplies
  - c) Sanitation Supplies
  - d) Hygiene Supplies
  - e) Toiletries
6. Use of DOC Food Service Facility
  - a) *DOC Reserves the right to utilize the DOC Food Service Facility to include Dining Area but with Limitations there to.*
  - b) *DOC Food Service Facility shall only be used for the preparation of food to be served to prisoners of DOC and for Special Functions, as approved by the Director, Department of Corrections and for no other purpose without prior written consent of Director, Department of Corrections or its Designee.*
7. DOC Reserves the Right to maintain vending machines.
8. Vendor shall maintain reasonable inventory of expendable supplies necessary to meet the food service demand.
9. Department of Corrections will not be responsible for loss or damage to equipment or supplies owned by the Vendor located in DOC Food Service Facilities.
10. Vendor shall provide and maintain adequate fire extinguishers for Food Service Areas.
11. Sanitation and Health Certification
  - a) *Vendor must maintain an acceptable "satisfactory" health certification and sanitary permit.*
  - b) *All Vendor personnel must maintain a certified health certificate as required by the Department of Public Health and Social Services.*
  - c) *Sanitary permit must be obtained with an acceptable "satisfactory" certification from Department of Public Health and Social Services for all DOC Food Service Facilities.*
  - d) *In the event the Vendor is below "C" rating certification the vendor shall correct all noted deficiencies within ten (10) days from issuance and shall request for a re-inspection within that timeframe.*
12. The Vendor shall comply with all applicable Federal and Guam laws related to food preparation and sanitation and all rules and regulations promulgated there under.
13. The Vendor shall be responsible for housekeeping and sanitation in areas used for food preparation and serving, storage and common areas within DOC Food Service Facilities. These areas shall remain clean and sanitized at all times.

14. The Vendor shall be responsible for the cleaning and sanitizing of all dishes, pots, pans, utensils, equipment and other such items utilized for DOC Food Service operations.

15. Vendor is responsible for cleaning, sanitation, maintenance, service and repair of DOC's Food Service Facilities and all equipment. This includes but not limited to:

a) *Mechanical, electrical, plumbing and carpentry upgrades, restrooms and wash-rooms, fixtures, exhaust fans, partitions, doors, windows, louvers and all doors. Vendor must coordinate with Corrections Facility Superintendent or its designee for clearance and approval.*

b) *Interior and Exterior Fixtures*

a) Vendor is responsible for all lighting in the areas covered under this contract.

c) *Exhaust hoods*

a) Vendor is responsible for the cleaning, repairs, maintenance and/or replacement, if required. Records should be readily available for review by Department of Corrections or other regulatory agencies.

d) *Ansul Systems*

a) Vendor is responsible for the maintenance, certification, re-certification and inspections of Ansul Systems in accordance with National Fire Prevention Act (NFPA) and other such regulations based on local and federal fire codes and regulation from all governmental regulatory agencies.

e) *Grease Traps*

a) Vendor shall be responsible for the maintenance and upkeep of the grease traps.

b) Vendor shall be responsible for jetting of the entire piping system at least twice per year.

f) *Floors*

a) Vendor shall be responsible for the cleaning and sanitation of all floors within DOC Food Service Facility.

g) *Restrooms and Washrooms*

a) Vendor shall be responsible for the maintenance, cleaning and sanitation of all restrooms and washrooms within the DOC Food Service Facility.

h) *Air Curtains*

a) Vendor shall be responsible for the installation, preventative maintenance, repairs and/or replacement of air curtains. Preventative Maintenance shall be conducted on a quarterly basis and performed by a licensed HVAC technician/contractor.

16. Transportation Vehicle, Supplies and Equipment for the transportation of meals for distribution, food, beverages, etc.



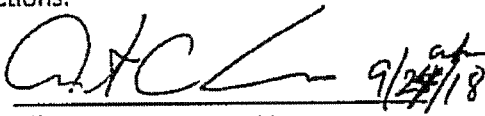
- a) *The vendor shall be responsible to provide transportation vehicles. The transportation of food shall comply with the requirements of Department of Public Health and Social Services.*
  - b) *The vendor shall be responsible for the Maintenance, Preventive Maintenance, fuel, insurance and all associated cost for such transportation vehicle, supplies and equipment.*
17. Utilities, Liquid Gas, Refuse, Garbage and Used cooking oil
- a) *Utilities:*
    - a) *Water and Power*
      - (a) *Water and Power Utilities shall be provided to the vendor at no cost to the vendor by the Department of Corrections.*
    - b) *Telephones*
      - (a) *The vendor shall be responsible for telephone lines, monthly service fees and related equipment. The vendor must obtain prior written consent from the Director, Department of Corrections for approval for the installation of any telephone line(s).*
  - b) *Liquid Gas*
    - a) *The vendor shall be responsible for the purchase, maintenance and re-filling of liquid gas. The vendor shall be responsible for compliance of all safety regulations and must obtain and maintain any and all permits and certifications as required.*
  - c) *Refuse, Garbage and Used Cooking Oil Containers and Disposal Services*
    - a) *The vendor shall be responsible for the removal and disposal of refuse waste, Garbage and Used Cooking Oil. The vendor shall be responsible for the maintenance, any and all service fees and rentals.*
    - b) *The vendor shall be responsible for the maintenance and sanitation of Refuse, Garbage, Used Cooking Oil containers, the holding places and the surrounding area.*

K. Management and Personnel

1. Vendor is required to provide sufficient and qualified management and professional staff to manage DOC's Food Service operations and supervise all employed therein.
2. Vendor is required to provide sufficient and qualified personnel for the operation of DOC's Food Services.
3. All vendor's personnel, affiliates, etc. are subject to a background check to be conducted by DOC's personnel.
4. All vendor's personnel are required to wear at all times they are on DOC's Facilities, an identification card issued by the Director, Department of Corrections.

5. DOC will require that all vendor personnel utilize a set uniform, which indicate on the uniform the name and/or logo of the awarded vendor. Uniforms are the sole responsibility of the vendor.
6. All vendor's personnel are required to attend the following trainings facilitated by DOC related to DOC's Standard Operating Procedures, General Orders, Special Orders, Policy and Procedures and other such trainings pertinent to the safety and security of the vendor's personnel.
7. All vendor's personnel, to include managers and affiliates, shall not fraternize in any manner with prisoners.
8. Security Searches are required for anyone entering DOC Facilities, these include but is not limited to the following:
  - a) *Personal Searches*
  - b) *Physical Search of property, to include but not limited to:*
    - a) Vehicles
    - b) Equipment
    - c) Supplies
    - d) Electronic Devices
9. DOC enforces a strict dress code. All individuals entering DOC Facilities must adhere to DOC General Orders 96-001 and 07-003.
- L. Surrender of Premises and Return of DOC Food Service Facilities and Equipment upon expiration or termination of contract.
  - a) *Upon expiration or termination, whichever comes first, the vendor shall surrender to DOC the custody and control of DOC Food Service Facilities, equipment and other such items owned by DOC in good operating condition not less than when contract commenced.*
  - b) *Vendor shall remove all vendor owned property, which includes: equipment, supplies, materials, etc., upon expiration or termination of the DOC Food Services contract.*
- M. DOC is an Alcohol, Tobacco and Drug Free Workplace and Facility.
- N. Mandatory Pre-Bid Conference and Site Visit
- O. This is an "All or Nothing" contract.

These specifications were developed by Jayna T. Borja, WPSII of the Department of Corrections and approved by the Director, Department of Corrections.

Approved by:  9/24/18  
 Alberto A. Lamorena V  
 Director, Department of Corrections

Price per Meal and Dietary ~~Snack~~ Meal :

MEAL:	Unit Cost per Meal:
Breakfast	<u>2.65</u>
Lunch	<u>3.50</u>
Dinner	<u>3.50</u>

DIETARY SNACK:	Unit Cost per Snack
Breakfast	<u>0.50</u>
Lunch	<u>0.50</u>
Dinner	<u>0.50</u>

# **SH Enterprises, Inc.**

Mailing Address : P.O.Box 9730 Tamuning, Guam 96931

Phone: 671-649-0521 Fax: 671-649-0523

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GSA: RFQ18003660

FOOD SERVICE TO DOC- EMERGENCY PROCUREMENT

## **STATEMENT OF QUALIFICATIONS:**

For the past many years, SH Enterprises, Inc. has been providing the food catering Services and retail services to the local and tourists, and Government of Guam since open the business in 1995. The company had been provided food catering services to Department of Corrections, Division of Senior Citizens, PDHSS for years as well.

Also currently SH Enterprises, Inc. is providing Food Services to DOC as Emergency Food Service Provider since last July 1<sup>st</sup>, 2018 and now providing Emergency Food Catering Services to Homeland Security, Guam National Guard work forces since Sept.13 and Asutumbo Shelter in Dededo after the Typhoon Mangkhut as well.

As we have been involved and practiced food catering services to the Government, we will continue to provide the best service, best food quality to the inmates and detainees for the Mangilao main facility and Hagatna facility. We are ready to provide the department our service by providing meals three times a day, seven days a week, covering breakfast, lunch and dinner. In achieving this high task and responsibility, we have implemented the following guidelines to help us provide the department the best "catering service":

1. Maintained enough inventory for adequate food supply, ready from any unexpected mother nature disaster such as typhoon, earthquake, or short supply due to delay of shipments from the U.S. suppliers and sudden increase of inmates/detainees.
2. Maintained a professional dietician to certify monthly cycle menus to meet the nutritional needs of the prison population.
3. Maintained accuracy and adequacy of all menus.
4. Maintained responsible employees with current police clearance and health certificates.
5. Maintained all food catering service employees followed by the DOC house rules and regulations, guidelines for safety purposes.

6. Maintained Alternate Food preparation and dispatching site at Hakubotan building and California Mart facility with currently passed inspection report and issued proper certificates from Department of Public Health and Social Services of the Government of Guam. Alternate site also has back up generators for the operation of Food Services.
7. Maintained Central Office at California Mart in Tamuning is centrally located and can be reached to main facility in Mangilao and Hagatna facility within less than 20 minutes. Good for emergency food delivery and merchandise supplying.

In addition to the above, we will provide proper maintenance and repairs which have been installed and furnished by the company to the facilities for the better service.



Tae Hong Min  
President/ Program Manger



**PURCHASE ORDER**  
 GENERAL SERVICES AGENCY  
 DEPARTMENT OF ADMINISTRATION  
 GOVERNMENT OF GUAM

148 Route 1  
 Marine Drive  
 P.H. Guam 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER  
**No.** P186E00010

MUST APPEAR ON ALL INVOICES  
 PACKING SLIPS, PACKAGES, B/L,  
 CORRESPONDENCE ETC.

DATE	JOB ORDER NO.	OBJCT
6/29/2018	130018011230	230

<b>TO:</b> CALIFORNIA MART S.H. ENTERPRISES, INC. P.O. BOX 9730 TAMUNING, GJ 96931 Telephone: 671 649-0521 Fax: 671 649-2957 Email:	<b>VENDOR</b> 90097959	<b>CONSIGNEE DESTINATION &amp; MARKING</b> DEPARTMENT OF CORRECTION A111 MARINER AVENUE P.O. BOX 3236 HAGATNA,, GU 96932-0000  CORRECTIONS REVOLVING FUND			
<b>AUTHORITY</b> 3113	<b>** INVITATION NO.</b>	<b>** CONTRACT NO.</b>	<b>TIME FOR DELIVERY</b> SEE BELOW	<b>EXPIRING</b>	<b>DISCOUNT TERMS:</b>

<p>SERVICES UNDER THE EMERGENCY PROCUREMENT FOR DAILY MEALS ECC FOOD SERVICES.</p> <p>* REGULAR DAILY MEALS:</p> <ul style="list-style-type: none"> <li>- BREAKFAST: \$2.95</li> <li>- LUNCH: \$4.25</li> <li>- DINNER: \$4.25</li> </ul> <p>* DIETARY MEALS / SNACKS: (AS PRESCRIBED BY MEDICAL PHYSICIAN)</p> <ul style="list-style-type: none"> <li>- BREAKFAST: \$2.95</li> <li>- LUNCH: \$4.25</li> <li>- DINNER: \$4.25</li> <li>- SNACK: \$1.00</li> </ul> <p>BREAKDOWN: 700 INMATES x          \$11.45 PER SET MEAL / DAY          = \$8015.00 PER DAY x 31 DAYS          = \$248,465.00 PER MONTH.</p> <p>NOTE:          THE GOVERNMENT OF GUAM WILL NOT BE RESPONSIBLE FOR 'UNAUTHORIZED' PURCHASES OR SERVICES. Note: Amounts due this Purchase Order may be off set for monies due the of Guam inclusive of but not limited to taxes, fees, and returned checks other damages, penalties, and Attorney's fees, after failure to pay To be coordinated between the agency and vendor.          ALL LATE DELIVERIES AND ACCEPTANCES ARE SUBJECT TO THE LIQUIDATED DAMAGES CLAUSE IN SECTION 6101(9) (a) OF THE GAR.</p>	<p>XXXXXXXXXXXX</p> <p>↑ TOTAL ↑</p>	<p>XXXXXXXXXXXX</p> <p>0181300081</p>
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**SPECIAL INSTRUCTIONS TO VENDOR:**

B. SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO MEMBERS OF ACCOUNTS, DEPARTMENT OF ADMINISTRATION, GOVERNMENT OF GUAM, P.O. BOX 884, AGANA, GUAM 96910.

C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION

D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE.

E. \* \* THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND THE GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS SET.

F. \* ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM

**A. DO NOT FUL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL.**

←

INSERT CHECKS AND RETURN THIS ORDER FOR AMENDMENT.

<p>CONTRACTOR PLEASE SUPPLY PROMPTLY THE ABOVE ARTICLES OR SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE.</p> <p>SEE REVERSE SIDE FOR PURCHASE ORDER TERMS AND CONDITIONS.</p>	<p>ADVANCE PAYMENT AUTHORIZATION</p> <p>PAYMENT ENCLOSED <input type="checkbox"/></p>	<p>SIGNATURE: <i>C. Acalle</i></p> <p>NAME: Claudia Acalle</p> <p>TITLE: Chief Procurement Officer</p>
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**PURCHASE ORDER**  
 GENERAL SERVICES AGENCY  
 DEPARTMENT OF ADMINISTRATION  
 GOVERNMENT OF GUAM

148 Route 1  
 Marine Drive  
 P.O. Box 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER  
**No.** 2106E00010

MUST APPEAR ON ALL INVOICES  
 PACKING SLIPS, PACKAGES, B/L,  
 CORRESPONDENCE ETC.

DATE	* AIR REG. IN CONTACT	BYP VIA	DATE	JOB ORDER NO.	OBJCT
			6/29/2018	130018011230	230

<b>TO:</b> CALIFORNIA MART S.H. ENTERPRISES, INC. P.O. BOX 9730 TAMUNING, GU 96931 Telephone: 671 649-0521 Fax: 671 649-2957 Email:	<b>VENDOR</b> 50097959	<b>CONSIGNEE, DESTINATION &amp; MARKING</b> DEPARTMENT OF CORRECTION 1111 MARINER AVENUE P.O. BOX 3236 HAGATNA,, GU 96932-0000  CORRECTIONS REVOLVING FUND
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AUTHORITY 3113	** DIVISION NO.	** CONTRACT NO.	TIME FOR DELIVERY SEE BELOW	EXPIRING	DISCOUNT TERMS:
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**THIS ORDER IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

1. Acknowledgment copy of this order must be signed and returned advising approximate or definite shipping date.
2. No variation in any of the terms, conditions, deliveries, prices, quantity, quality, or specification on this order, irrespective of the wording of the seller's acceptance, will be effective without buyer's written consent.
3. Packing list must accompany each shipment, showing our order number, description and part serial number for each item.
4. Shipments must be identified as "PARTIAL" or "COMPLETE".
5. Material is subject to buyer's inspection and approval within a reasonable time after delivery; if specifications are not met, material shall be returned at seller's expense.
6. In connection with any prompt payment discount offered, time will be computed from date of delivery and acceptance at destination, or from the date the correct invoice or voucher is received in the office specified by the Government of Guam, if the latter is later than date of delivery and acceptance. Payment is deemed to be made, for the purpose of earning discount, on the date of the mailing of the check.
7. Overshipments, unless specifically authorized, will not be accepted.
8. In connection with bid awards and contracts, this purchase order shall be governed by the Special Provisions and Bid General Terms and Conditions as specified.

<b>SPECIAL INSTRUCTIONS TO VENDOR:</b> B. SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO DIVISION OF ACCOUNTS, DEPARTMENT OF ADMINISTRATION, GOVERNMENT OF GUAM, P.O. BOX 964, AGANA, GUAM 96910. C. PAYMENT IN THIRTY (30) DAYS (UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION). D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE. E. * THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID. F. * ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.	285300.00	<b>A. DO NOT FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL.</b>
	<b>↑ TOTAL ↑</b>	INSERT CHANGES AND RETURN THIS ORDER FOR AMENDMENT!

CONTRACTOR: PLEASE SUPPLY PROMPTLY THE ABOVE ARTICLES OR SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE. SEE REVERSE SIDE FOR PURCHASE ORDER TERMS AND CONDITIONS.	ADVANCE PAYMENT AUTHORIZATION <input type="checkbox"/>	SIGNATURE: <i>C. Acalle</i>
	PAYMENT ENCLOSED <input type="checkbox"/>	Claudia S. Acalle Chief Procurement Officer



**PURCHASE ORDER**  
 GENERAL SERVICES AGENCY  
 DEPARTMENT OF ADMINISTRATION  
 GOVERNMENT OF GUAM

148 Route 1  
 Marine Drive  
 PHL, Guam 96929

**TRAN CODE**

THIS PURCHASE ORDER NUMBER  
**No. P186E00010**

MUST APPEAR ON ALL INVOICES  
 PACKING SLIPS, PACKAGES, B/L,  
 CORRESPONDENCE ETC.

P.O. NO.	WAR HEADQUARTERS CONTACT	SHIP VIA	DATE	JDA ORDER NO.	ORIGL
			6/29/2018	130018011230	230

<b>RODNEY</b>	<b>TO:</b>	<b>VENDOR</b>	<b>CONSIGNEE DESTINATION &amp; MARKING</b>		
	CALIFORNIA MART S.H. ENTERPRISES, INC. P.O. BOX 9730 TAMUNING, GU 96931 Telephone: 671 649-0521 Fax: 671 649-2957 Email:	S0097959	DEPARTMENT OF CORRECTION 1111 MARINER AVENUE P.O. BOX 3236 HAGATNA,, GU 96932-0000  CORRECTIONS REVOLVING FUND		
AUTHORITY	** INVIATION NO.	** CONTRACTING	TIME FOR DELIVERY	EXPIRES	DISCOUNT TERMS
3113			SEE BELOW		

<p>BREAKDOWN: DIETARY SNACK          \$1.00 PER SNACK X 3 MEALS          = \$3.00 PER DAY x 31 DAYS          = \$93.00 PER MONTH          (AS PRESCRIBED BY PHYSICIAN)          * PERIOD TO COVER : JULY 2018</p> <p>PRICE MUST REMAIN THE SAME  <del>FOR A PERIOD OF TWENTY (20)</del>          DAYS.</p> <p>CERTIFICATE NUMBER:          CFI-0618-3218          CERTIFICATE DATE: 06/20/2018</p> <p>POINT OF CONTACT:          CVITA NAUTA, ASD 734-4034          JAYNA BORJA 735-5176          **** NOTHING FOLLOWS ****</p> <p>NOTE:          THE GOVERNMENT OF GUAM WILL NOT BE RESPONSIBLE FOR 'UNAUTHORIZED' PURCHASES OR SERVICES.          Note: Amounts due this Purchase Order may be off set for monies due the          of Guam inclusive of but not limited to taxes, fees, and returned checks          other damages, penalties, and Attorney's fees, after failure to pay          To be coordinated between the agency and vendor.          ALL LATE DELIVERIES AND ACCEPTANCES ARE SUBJECT TO THE LIQUIDATED DAMAGES CLAUSE IN SECTION          6101(9) (a) OF THE GAR.</p>	
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<p><b>SPECIAL INSTRUCTIONS TO VENDOR:</b></p> <p>B. SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO DIVISION OF ACQUISITION, DEPARTMENT OF ADMINISTRATION, GOVERNMENT OF GUAM, P.O. BOX 184, AGANA, GUAM 96910.</p> <p>C. PAYMENT WITHIN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.</p> <p>D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE.</p> <p>E. THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND TO GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS END.</p> <p>F. ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THE NUMBER UPON ARRIVAL OF GOODS IN GUAM.</p>	<p>285000.00</p> <p><b>↑ TOTAL ↑</b></p>	<p>A. <b>DO NOT</b> FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL.</p> <p>INSERT CHANGES AND RETURN THIS ORDER FOR AMENDMENT.</p>
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<p>CONTRACTOR PLEASE SUPPLY PROMPTLY THE ABOVE ARTICLES OR SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE. SEE REVERSE SIDE FOR PURCHASE ORDER TERMS AND CONDITIONS.</p>	<p>ADVANCE PAYMENT AUTHORIZATION</p> <p>PAYMENT ENCLOSED <input type="checkbox"/></p>	<p>SIGNATURE: <i>C. Acalle</i></p> <p>Claudia S. Acalle Chief Procurement Officer</p>
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Control No.

ORIGINAL/VENDOR'S COPY





**PURCHASE ORDER**  
 GENERAL SERVICES AGENCY  
 DEPARTMENT OF ADMINISTRATION  
 GOVERNMENT OF GUAM

148 Route 1  
 Marine Drive  
 P.O. Box 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER  
**No. 218600020**

MUST APPEAR ON ALL INVOICES  
 PACKING SLIPS, PACKAGES B/L,  
 CORRESPONDENCE ETC

DATE	JOB ORDER NO	OBJCL
6/23/2018	130018031230	230

<b>TO:</b> CALIFORNIA MART S.H. ENTERPRISES, INC. P.O. BOX 9730 TAMUNING, GU 96931 Telephone: 671 649-0521 Fax: 671 649-2957 Email:	<b>VENDOR</b> S0097959	<b>CONSIGNEE DESTINATION &amp; MARKING</b> DEPARTMENT OF CORRECTION 111 MARINER AVENUE P.O. BOX 3236 HAGATNA,, GU 96932-0000 <b>CORRECTIONS REVOLVING FUND</b>
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AUTHORITY 3113	** INVITATION NO.	** CONTRACT NO.	TIME FOR DELIVERY SEE BELOW	EXPIRING	DISCOUNT TERMS:
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<p align="center">*****          VENDOR ACKNOWLEDGMENT          *****</p> <p>RETURN TO SUPPLY MANAGEMENT DIVISION</p> <p>DATE OF RECEIPT OF THIS ORDER: <u>6-30-18</u></p> <p>SIGNATURE: <u>[Signature]</u></p> <p>*****</p>	
<p align="center">*****          RECEIVING REPORT COPY          *****</p> <p>I CERTIFY THE ABOVE ARTICLES AND/OR SERVICES HAVE/HAS BEEN RECEIVED AND/OR RENDERED AND THE SAME HAS BEEN INSPECTED AND ACCEPTED EXCEPT AS OTHERWISE NOTED HEREIN.</p> <p>DATE RECEIVED: _____ SIGNATURE: _____</p> <p>*****</p>	

<p><b>SPECIAL INSTRUCTIONS TO VENDOR:</b></p> <p>B. SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO DIVISION OF ACCOUNTS, DEPARTMENT OF ADMINISTRATION, GOVERNMENT OF GUAM, P.O. BOX 134, AGANA, GUAM 96910.</p> <p>C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.</p> <p>D. THIS ORDER IS SUBJECT TO CONDITIONS ON REVERSE SIDE.</p> <p>E. Y * THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND NO GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS NO.</p> <p>F. * ON ALL AIR SHIPMENTS HAVE AIR FARES IF COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM</p>	<p>285000.00</p> <p><b>↑ TOTAL ↑</b></p>	<p>A. <b>DO NOT</b> FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL.</p> <p>INSERT CHECKSTAMP HERE IF THIS ORDER FROM AMERICAN PT</p>
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<p>CONTRACTOR PLEASE SUPPLY PROMPTLY THE ABOVE ARTICLES OR SERVICES ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE. SEE REVERSE SIDE FOR PURCHASE ORDER TERMS AND CONDITIONS.</p>	<p>ADVANCE PAYMENT AUTHORIZATION</p> <p>PAYMENT ENCLOSED <input type="checkbox"/></p>	<p>SIGNATURE: <u>[Signature]</u></p> <p><b>Claudia S. Acalle</b> Chief Procurement Officer</p>
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Subject: **DOC EMERGENCY JULY 2018 FOOD SERVICES**

From: Anita.Cruz@gsadoa.guam.gov

To: californiamart@yahoo.com

Cc: Christine.Tedtaotao@gsadoa.guam.gov

Date: Friday, June 29, 2018, 8:03:09 PM GMT+10

Ms. Min

Please provide the following information to DOC Ms. Jayna Borja or Ovita Nauta at [Jayna.borja@doc.guam.gov](mailto:Jayna.borja@doc.guam.gov) and [ovita.nauta@doc.guam.gov](mailto:ovita.nauta@doc.guam.gov)

for the initial clearance, DOC requires the following:

1. FULL name
2. Date of Birth
3. Physical Address
4. Copy of a government issued Identification card or valid passport.

We will schedule a meeting with the new vendor to discuss additional information and requirements.

Please request that they email me or contact me at 735-5176 / 5170

# SH Enterprises, Inc.

Mailing Address : P.O.Box 9730 Tamuning, Guam 96931

Phone: 671-649-0521 Fax: 671-649-0523

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## RESUME

Name : Tae Hong Min  
Date of Birth : September 3, 1958 (Born in Seoul, Korea)  
Immigrated to Guam : June 1, 1988  
Social Security No. : 586-86-6200  
Citizenship : U.S. Citizen  
Current Job Position : President of SH Enterprises, Inc.  
(Food Service Manager of Food Catering Service Division)

### EUCATION :

- 02/25/1985 : Graduated from Dong-guk University in Seoul, Korea with a Bachelors Degree of Public Administration.

### WORK EXPERIENCE:

- 03/1985-02/1986 : Worked for Heung-guk Life Insurance Co. in Seoul, Korea.
- 02/1986-05/1988 : Worked for Central Daily News in Seoul, Korea.
- 02/1990-04/1991 : Operated Pacific Island Service as a self-employed ship chandler for Korean Fishing Boats and Agencies.
- 03/1992-05/2003 : Operated Oka Market as a grocery store in Tamuning, Guam.
- 06/1992-09/0997 : Operated Hollywood Gift Shop in Tamuning, Guam.
- 04/1995-04/2000 : Operated California Supermarket in Tummon, Guam.
- 10/1995-Present : Operating California Mart in Tamuning, Guam as a President.
- 03/2004-02/2012 : Provided Food Catering Services to Department of Corrections of Guam.
- 06/2010-05/2014 : Provided Food Catering Services to Division of Senior Citizens, Department of Public Health and Social Services of Guam.
- 02/2011-08/2014 : Operated Avenue Steak House at the Plaza in Tumon, Guam.
- 03/2010-Present : Operating Bubba's Grill restaurant in Tamuning, Guam as a General Manager and Food Service Manager.
- 06/2017-07/2017 : Provided Emergency Food Catering Services to Division of Senior Citizens of DPHSS of Guam as a Program Director of operation of Food service.
- 07/01/2018-to the present : providing Emergency Food Services to DOC Main facility in Mangilao and Hagatna Facility.

- 09/13/2018 to the present : providing Emergency Food Catering Services to Homeland Security, Guam National Guard work forces and Asutumbo Shelter after the typhoon Mungkhut.

**EXTRA CURRICULAR ACTIVITIES:**

- 06/2002-05/2004 : Served as a Director of Public Relations for Korean Association of Guam.
- 06/2003-05/2007 : Served as a District Chairman of Guam and CNMI Area of The National Unification Advisory Council (NUAC) of Korean Government.
- 10/2006-09/2008 : Served as a Vice-President for Korean Chamber of Commerce of Guam.
- 05/2008-04/2010 : Served as a Chairman of the Board of Korean School of Guam.

**CERTIFICATES :**

- ServSafe Certification (Certificate No. 12638838) – Food Protection Manager Certification which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP) : Date of Expiration – 7/29/2020.
- Completed Food Service Manager’s Certification Workshop at Guam Community College in 2015.

# SH Enterprises, Inc.

Mailing Address : P.O.Box 9730 Tamuning, Guam 96931

Phone: 671-649-0521/ 777-2806 Fax: 671-649-0523

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## RESUME

Name : Hui Sook Min  
Date of Birth : February 12, 1960 (Born in Seoul, Korea)  
Immigrated to Guam : May 29, 1986  
Social Security No. : 586-80-6581  
Citizenship : U.S. Citizen  
Current Job Position : Vice-President of SH Enterprises, Inc.  
(Food Service Supervisor of Food Catering Service Division)

### WORK EXPERIENCE:

- 06/1986-06/1989 : Worked as an Insurance Clerk at Young's Insurance Agency.
- 07/1989-09/1992 : Worked as an Insurance Underwriter & Agent at Universe Insurance Underwriters, General Agent of John Hancock Life Insurance Co.
- 06/1992-09/1997 : Worked as Vice-President at Hollywood Gift Shop.
- 04/1995-04/2000: Worked as Vice-President at California Supermarket in Tumon, Guam.
- 10/1998 to the present : Working as Vice-President at California Mart in Tamuning, Guam
- 10/1998-09/2001 : Operated Coco's Restaurant in Tamuning, Guam.
- 04/1999-02/2001 : Operated Mao Mao Chinese Fast Food at the Plaza in Tumon, Guam.
- 04/1999-03/2000 : Operated Mr.Pizza Fast Food at the Plaza in Tumon, Guam.
- 03/2004-02/2012 : Provided Food Catering Services to the Department of Corrections of Guam.
- 06/2010-05/2014 : Provided Food Catering Services to the DSC, DPHSS of Guam.
- 02/2011-08/2014 : Operated Avenue Steak House at the Plaza in Tumon, Guam.
- 03/2010 to the present : Operating Bubba's Grill (former Seafood Chef Restaurant) in Tamuning, Guam.
- 06/2017-07/2017 : Provided Emergency Food Catering Services to the DSC, DPHSS of Guam.

- 07/01/2018 to the present : providing Emergency Food Services to DOC Main facility in Mangilao and Hagatna Facility.
- 09/13/2018 to the present : providing Emergency Food Catering Services to Homeland Security, Guam National Guard Work Forces and Asutumbo Shelter right after the Typhoon Mangkhut.

-

**EXTRA CURRICULAR ACTIVITIES :**

- 06/1993-05/1995 : Served as a Director of Public Relations for the Korean Women's Association of Guam.
- 06/1995-05/1997 : Served as a Director of Public Relations for the Korean Women's Association of Guam.
- 06/2009-05/2011 : Served as a Director of Public Relations for the Korean Women's Association of Guam.

**EDUCATIONS**

- 01/06/1978 : Graduated Kyungbuk Girls Commercial High School in Korea.

# SH Enterprises, Inc.

P.O.Box 9730 Tamuning, Guam 96931

Phone : 649-0521 Fax : 649-0523

## FOOS SERVICE EMPLOYEE DATA SHEET

Emergency Food Services for DOC-Inmates and Detainees

As of Aug. 21, 2018

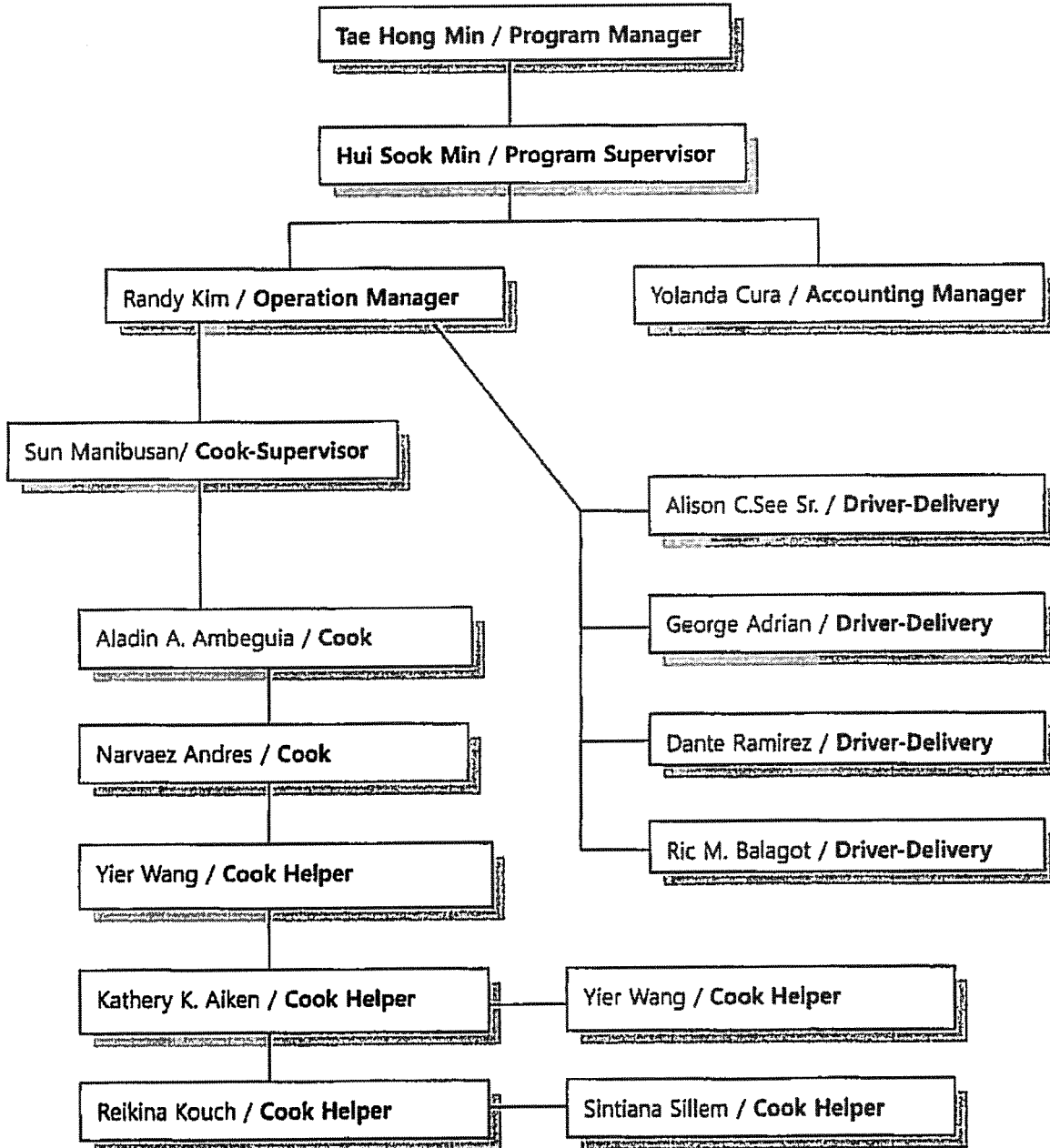
NO	FULL NAME	DOB	SSN	ID#	REFERENCE
1	Min, Tae Hong	09/03/58	586-86-6200	1228085418	Program Manager
2	Min, Hui Sook	02/12/60	586-80-6581	1228027294	Program Supervisor
3	Kim, Randy Yang	09/27/69	586-23-8138		Supervisor
4	Manibusan, Sun Ok	02/10/46	586-08-4688	1228079392	Cook
5	Sillem, Sintiana S.	09/08/68	586-13-4584		Cook Helper
6	Ambeguia, Aladin A.	09/30/74	774-97-4619		Cook
7	Aiken, Kathery K.	07/06/78	586-37-3727		Cook Helper
8	Wang, Yier	12/15/75	830-20-8190		Cook Helper
9	See, Alison C. Sr.	10/22/59	586-15-7856	1228036172	Driver
10	See, Alison B. Jr.	05/24/95	586-23-4960	2014002662	Driver
11	Adrian, George	08/26/76	586-15-9276	1228140043	Driver
12	Acaín, Alfonso	12/11/70	586-57-4288	1228118636	Asst. Supervisor
13	Magday, Lilibeth R.	07/11/75	586-49-6196	1228143971	Cook Helper
14	Ramirez, Dante T.	06/23/58	730-12-9718		Driver
15	Balagot, Ric M.	01/13/67	586-72-8694	1228066471	Driver
16	Gustaf, Redson	12/06/81	586-43-8476	2016003563	Driver
17	Kouch, Reikina	01/31/89	662-70-3197		Cook Helper
18	Narvaez, Andres	01/22/51	586-15-0572	C12627535	Cook

# SH Enterprises, Inc.

Mailing Address : P.O.Box 9730 Tamuning, Guam 96931  
Tel: 671-649-0521 Fax: 671-649-0523

**GSA: RFQ18003660**  
**DOC Food Services – Emergency Procurement**

## ORGANIZATION CHART OF FOOD SERVICE DIVISION







DEPARTMENT OF REVENUE AND TAXATION  
GOVERNMENT OF GUAM

# BUSINESS LICENSE

SRL NO: 1912538

DOMESTIC CORPORATION  
XXXXXXXXXX

Service

13-000952175-008

EXPIRES: 03/31/2018 ACCOUNT NO.

FEE	50 00
PENALTY	100 00
TOTAL FEE	150 00

ISSUED TO: SH ENTERPRISES, INC.

DOING BUSINESS AS: SH ENTERPRISES, INC.

TYPE OF LICENSE: CATERING SERVICES

**PAID**

JUL 09 2018

TREASURER OF GUAM  
#8

BUSINESS LOCATION: LOT 4 BLK 259 ET CALVO MEMORIAL

INDUSTRIAL PARK TAMONING GUAM

MAILING ADDRESS: P O BOX 9730  
TAMONING GUAM

ZIP: 96931  
649 0521

7,002/18

TELEPHONE HOME

BUSINESS

AUTHORITY: TITLE XVII, GOVT CODE OF GUAM LICENSE  
MUST BE PRODUCED UPON DEMAND TO ANY  
AUTHORIZED GOVT OFFICIAL  
KEEP POSTED IN A CONSPICUOUS PLACE.

JOHN P. TAMACHO  
*John P. Tamacho*

DIRECTOR OF REVENUE AND TAXATION



GOVERNMENT OF GUAM  
DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES  
DIVISION OF ENVIRONMENTAL HEALTH  
**SANITARY PERMIT**



Permit No. 180003192

Establishment ID, 201800532

Field Receipt No. 2218120476

Expiration Date : 6/30/2019

Permit Holder:  
**S.H. ENTERPRISES**

Doing Business As;  
**S.H. ENTERPRISES**

Business Location; LOT 5052  
DOC MANGILAO

Special Event:

To engage in the business of

Category: EATING & DRINKING ESTABLISHMENT

Sub-Category: D.O.C. CAFETERIA

Limitations:

This Permit is granted upon the expressed provision that the Holder thereof will comply in all respects with all applicable Provisions of 10 GCA, Volume I, Division 2, and Rules and Regulations promulgated thereto.

NON-TRANSFERABLE. Display Permit at all times in a conspicuous place designated by the Department of Public Health and Social Services (10 GCA Chapter 21 § 21102(h)).

*LEO G. CNSIL*

LEO G. CNSIL  
Acting Director





GOVERNMENT OF GUAM  
 DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES  
 DIVISION OF ENVIRONMENTAL HEALTH



**SANITARY PERMIT**

Permit No. 180002896

Establishment ID 201000360

Field Receipt No. 2288104284

Expiration Date: 5/30/2019

Permit Holder:  
S.H. ENTERPRISES

Doing Business As:  
S.H. ENTERPRISES

Business Location: LOT 1, BLDG. 2, TRACT 253

ST. CALVO RES. INDUSTRIAL PARK, WASHINGTON

Special Event:

To engage in the business of

RESTAURANT, EATING & DRINKING ESTABLISHMENT  
SMOKE SHOP, CATERING

Limitations:

This Permit is granted upon the expressed condition that the Holder thereof will comply in all respects with all applicable provisions of IS-GCA, Volume I, Division 2, and Rules and Regulations promulgated thereon.

NON-TRANSFERABLE; Display Permit is all listed in a companion plate designated by the Department of Public Health and Social Services (10-GCA Chapter 21 § 21102(a)).

*Leo G. Cabild*

LEO G. CABILD  
 Acting Director

SRL NO: 1312538

# BUSINESS LICENSE

DEPARTMENT OF REVENUE AND TAXATION

GOVERNMENT OF GUAM



P.O. Box 8807, Station  
Camp San Jose, 96909

Service 12-000952175-008

EXPIRES: ~~03/31/2018~~ 03/31/2018

FEE	50.00
PENALTY	100.00
TOTAL FEE	150.00

ISSUED TO: SH ENTERPRISES, INC.

DORM BUSINESS AS: SH ENTERPRISES, INC.

TYPE OF LICENSE: CATERING SERVICES

**PAID**

JUL 09 2018

TREASURER OF GUAM #8

BUSINESS LOCATION: LOT 4 BLK 259 ET CALVO MEMORIAL

INDUSTRIAL PARK TAMUNING GUAM

MAILING ADDRESS: P O BOX 9730  
TAMUNING GUAM

ZIP: 96931  
640 0521

7/09/18

TELEPHONE: HOME

BUSINESS

JOHN P. TAMACHO  
*John P. Tamacho*

DIRECTOR OF REVENUE AND TAXATION

AUTHORITY: TITLE XVII, GOVT CODE OF GUAM LICENSE  
MUST BE PRODUCED UPON DEMAND TO ANY  
AUTHORIZED GOV'T OFFICIAL.  
KEEP POSSESSOR IN A CONSPICUOUS PLACE.

# GOVERNMENT OF GUAM

DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES

THE DIVISION OF ENVIRONMENTAL HEALTH

On the date of the latest inspection, this establishment  
received the letter grade

# A

Based on an assigned demerit score of  
10 or less demerit points.

This facility was inspected on; 5/2/18

The next sanitation inspection is due: 5/17/18

No: 02183

**THIS PLACARD MUST NOT BE REMOVED BY ANYONE EXCEPT A DESIGNATED  
REPRESENTATIVE OF THE DIRECTOR OF PUBLIC HEALTH AND  
SOCIAL SERVICES**

**Department of Public Health and Social Services  
Division of Environmental Health  
Food Establishment Inspection Report**

Page 1 of 2

INSPECTION NO.	TYPE	GRADE	INSPECTION DATE	ESTABLISHMENT NAME
Regular	<input checked="" type="checkbox"/>	F	5-17-18	Hubb's Grill (SH Enterprises, Inc.)
Follow-up	<input type="checkbox"/>		TIME IN	TIME OUT
Complaint	<input type="checkbox"/>	RATING	1400	1500
Investigation	<input type="checkbox"/>	A	SANITARY PERMIT NO.	LOCATION (Address)
Other:				259 E.T. Calvo Mem. Ind. Park, TAMPA, FL
ESTABLISHMENT TYPE	AREA	TELEPHONE	No. of Risk Factor/Intervention Violations	RISK CATEGORY
Catering	3	772-2630	1	3
			No. of Repeat Risk Factor/Intervention Violations	
			2	

Circle designated compliance (IN, OUT, N/A, N/A) for each numbered item. Mark "X" in appropriate box for COS and/or R.  
 IN = In compliance OUT = Not in compliance N/A = Not applicable COS = Corrected on-site during inspection R = Repeat violation PTS = Demerit points

Compliance Status	COS	R	PTS	Description	COS	R	PTS	Description
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Person in charge present, demonstrates knowledge, and performs duties	<input type="checkbox"/>	<input type="checkbox"/>	6	Proper cooking time and temperatures
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Management awareness; policy present	<input type="checkbox"/>	<input type="checkbox"/>	6	Proper reheating procedures for hot holding
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Proper use of reporting, restriction & exclusion	<input type="checkbox"/>	<input type="checkbox"/>	6	Proper cooking time and temperatures
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Proper eating, testing, drinking, tobacco, or tobacco use	<input type="checkbox"/>	<input type="checkbox"/>	6	Proper hot holding temperatures
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	No discharge from eyes, nose, and mouth	<input type="checkbox"/>	<input type="checkbox"/>	6	Proper cold holding temperatures
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Hands clean and properly washed	<input type="checkbox"/>	<input type="checkbox"/>	6	Proper date marking and disposition
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	No bare hand contact with ready-to-eat foods or approved alternate method properly followed	<input type="checkbox"/>	<input type="checkbox"/>	6	Consumer Advisory provided for raw or undercooked foods
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Adequate handwashing facilities supplied & accessible	<input type="checkbox"/>	<input type="checkbox"/>	6	Pasteurized foods used; prohibited foods not offered
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Food obtained from approved source	<input type="checkbox"/>	<input type="checkbox"/>	6	Food additives: approved and properly used
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Food received at proper temperature	<input type="checkbox"/>	<input type="checkbox"/>	6	Toxic substances properly identified, stored, used
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Food in good condition, safe, and unrefrigerated	<input type="checkbox"/>	<input type="checkbox"/>	6	Compliance with variance, specialized process, and HACCP plan
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Required records available: shellstock tags, parasite destruction	<input type="checkbox"/>	<input type="checkbox"/>	6	
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Food segregated and protected	<input type="checkbox"/>	<input type="checkbox"/>	6	
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Food contact surfaces: cleaned & sanitized	<input type="checkbox"/>	<input type="checkbox"/>	6	
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	6	Proper disposition of returned, previously served, reconditioned, and unsafe food	<input type="checkbox"/>	<input type="checkbox"/>	6	

Risk factors are improper practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury. Public Health interventions are control measures to prevent foodborne illness or injury.

Good Retail Practices are preventative measures to control the introduction of pathogens, chemicals, and physical objects into foods.

Compliance Status	COS	R	PTS	Description	Compliance Status	COS	R	PTS	Description
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Pasteurized eggs used where required	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	In-use utensils: properly stored
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	2	Water and ice from approved source	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Utensils, equipment and linens: properly stored, dried, handled
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Variation obtained for specialized processing methods	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Single-use/single-service articles: properly stored, used
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Proper cooking methods used; adequate equipment for temperature control	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Gloves used properly
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Plant food properly cooked for hot holding	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Food and nonfood-contact surfaces cleanable, properly designed, constructed, and used
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Approved thawing methods used	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Warewashing facilities: installed, maintained, used; last wipe
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Thermometer provided and accurate	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Nonfood-contact surfaces clean
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Food properly labeled; original container	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	2	Hot & cold water available; adequate pressure
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	2	Insects, rodents, and animals not present	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	2	Plumbing installed; proper backflow devices
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Contamination prevented during food preparation, storage & display	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	2	Sewage and wastewater properly disposed
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Personal cleanliness	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	2	Toilet facilities: properly constructed, supplied, & cleaned
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	3	Wiping cloths: properly used and stored	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	2	Garbage/waste properly disposed; facilities maintained
<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Washing fruits and vegetables	<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Physical facilities installed, maintained, and clean
I have read and understand the above violation(s), and I am aware of the corrective measures that shall be taken.				<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	1	Adequate ventilation and lighting; designated areas use	
Person in Charge (Print and Sign)				<input checked="" type="checkbox"/> IN	<input type="checkbox"/>	<input type="checkbox"/>	2	Sanitary Permit, Health Certificates valid and posted	

Date: 5-17-18

Person in Charge (Print and Sign): [Signature]

DEH Inspector (Print and Sign): Evangelina

Follow-up (Circle one): YES NO Follow-up Date: \_\_\_\_\_





DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES  
"Division of Environmental Health"

**HEALTH CERTIFICATE** No. 180023357

Name: (Last, First, Middle Initial)  
MIN, TAE HON

Birth Date: 03/1958 Date of Expiration: 5/13/2019  
Date Applied: 5/11/2018 Field Receipt No. 2218083896

Category:  
FOOD FACILITY (GFC)

Chief Environmental  
Public Health Officer

Acting Director of the Department  
of Public Health & Social Services

*M. Thomas Nadeau*  
M. THOMAS NADEAU

*Leo G. Casil*  
LEO G. CASIL

Valid for work only in authorized category.

DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES  
"Division of Environmental Health"

**HEALTH CERTIFICATE** No. 180025011

Name: (Last, First, Middle Initial)  
MIN, HUI SOO

Birth Date: 2/12/1960 Date of Expiration: 5/13/2019  
Date Applied: 5/11/2018 Field Receipt No.: 2218083896

Category:  
FOOD FACILITY (GFC)

Chief Environmental  
Public Health Officer

Acting Director of the Department  
of Public Health & Social Services

*M. Thomas Nadeau*  
M. THOMAS NADEAU



*Leo G. Casil*  
LEO G. CASIL

Valid for work only in authorized category.



Registered Dietitian™



Registered Dietitian Nutritionist™

Commission on Dietetic Registration

an accrediting agency for the Academy of Nutrition and Dietetics

CDR certifies that  
Maria Perpetua M Gersaniba  
has successfully completed  
requirements for dietetic registration.

*Maria Perpetua M Gersaniba*  
Signature

Registered Dietitian™ (RD)  
Registered Dietitian Nutritionist™ (RDN)

Registration I.D. Number: 884140

Registration Payment Period:  
09/01/2014 - 08/31/2019

*Aileen Liscans* M.S., RDN, CDR, FAND  
Chair, Commission on Dietetic Registration



Guam Board of  
Allied Health Examiners  
1234 Soledad Street, Mangilao, Guam 96913



MARIA P. GERSANIBA  
CLINICAL DIETITIAN

D-04

12/31/2018

*Aileen Liscans*

DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES  
\*\* Division of Environmental Health \*\*

HEALTH CERTIFICATE

No. 180019306

Name: (Last, First, Middle Initial)  
GERSANIBA, MARIA PERPETUA M

Birth Date: 8/15/1962 Date of Expiration: 4/10/2019  
Date Applied: 4/02/2018 Field Receipt No.: 2218069066

Category:  
FOOD FACILITY (GFC)

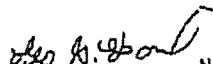
Chief Environmental  
Public Health Officer



M. Thomas Nadcau



Director of the Department  
of Public Health & Social Services



Leo G. Casil (Acting)

*Valid for work only in authorized category.*

# Maria Perpetua M. Gersaniba, RDN LD

871 Vila Rosario Cond, 158 East Nandez Avenue, Dededo, Guam, 96929 • Phone: 486-0229(cell) / 6375507(home)  
• E-Mail: marpm@yahoo.com • Mailing address: PO Box 315802, Tamuning, Guam 96931

## Objective

Provide appropriate nutritional service to all patients and their families aimed to help improve nutrition care, their nutritional status and prevent any nutritionally related complications.

## Work Experience

Renal Dietitian - Full Time( US Renal Care - GUAM) July 2010 - present

- Performs nutritional assessments, plan of care, renal diet education and nutrition monitoring and follow-up to all renal patients which includes all our hemodialysis and peritoneal dialysis patients.
- Documents individual nutrition assessments through electronic medical record system
- Prepares and presents monthly QA reports and quarterly CQI reports during monthly and quarterly meeting respectively
- Coordinates care with Interdisciplinary team that includes Nurses, Social Workers, Doctors and Dietitian; participates in patient care conferences, home visits, and monthly PD patient clinic visits.

Dietitian- Part Time (Karidat- CSS) May 2008 - present

- Nutritional evaluation and assessments and of all Karidat consumers
- Prepared consumer Meal Cycle menus, recipes, monitors food supply
- Coordinated consumers nutritional care with nursing staff and social worker as needed.

Clinical Dietitian- Part Time (GMHA-) 2015- present

- Cover for Dietitian duties only on weekends as needed.
- Performs nutritional assessment to all moderate to high nutritionally at risk patients and completes and updates individual patient Plan of Care through electronic health record ( IMed)
- Provides nutrition education to patients

Dietitian- Part Time (GMHA- Skilled Nursing Unit) December 2011- July 31, 2013

- Performs nutritional assessment to all moderate to high nutritionally at risk patients and completes and updates individual patient Plan of Care through electronic health record ( IMed)
- Completes Nutritional section of all MDS reports for SNU patients
- Attends weekly Patient Care Conferences, wound care rounds and bi-monthly careplan meetings with Interdisciplinary Team
- Provides nutrition education to patients and periodic staff nutrition inservices.
- Coordinates clinical dietetic services with dietary food services department related to patient meal services, menu, meal patterns.
- Coordinates patient nutrition care with nursing services, rehabilitative services and social services as well as other local community resources

Clinical Dietitian- FullTime (GMHA, SNU, Hemo) March 2001- April 2011

- Performed nutritional assessment to all moderate to high nutritionally at risk patients and documents through electronic health record ( IMed) for all patients at all acute care wards, ICU-CCU, pediatric and hemodialysis units.
- Provided and documented in IMed patient nutrition education
- Attended daily ICU patient medical rounds with multidisciplinary team as well as wound care rounds at acute care wards
- Coordinated clinical dietetic services with dietary food services department related to patient meal services, menu, meal patterns.
- Coordinated patient nutrition care with nursing services, rehabilitative services and social services as well as other local community resources if needed.

## **Education**

**BS Nutrition & Dietetics, Saint Paul College of Manila , Philippines 1978-1982**

**Commission on Dietetics Registration - Registered Dietitian since 1998**

**Licensed Dietitian ( Guam ) since 2001**

**Active Member – Academy of Nutrition and Dietetics (AND)**

**American Overseas Dietetic Association(AODA)**

## **REFERENCES:**

**Ana A. Joson, RN**

**Facility Administrator, US Renal Care- Sinajana**

**The Village, Sinajana, Guam USA**

**Jason Gozum, RN**

**Registered Nurse, Department of Corrections**

**Mangilao, Guam USA**

**Charisse Macapagal, RN, MA**

**Facility Administrator, US Renal care - Tamuning**

**Guam Medical Plaza, Tamuning, Guam USA**

**servsafe**  
Food Protection Association

# ServSafe® CERTIFICATION

**TAE MIN**

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Confederation for Food Protection (CFP).

12638838

EXAM NUMBER

5070

EXAM FORM NUMBER

7/29/20

DATE OF EXAMINATION  
Local laws apply. Check with your local health department for recertification requirements.

7/29/2020

DATE OF EXPIRATION

Recertification requirements apply.



40865

In accordance with American National Standards Institute (ANSI) Accredited Standard Z39-18, ServSafe® is a registered trademark of the International Brotherhood of Food Protection (IBFP).

For more information, visit [www.servsafe.com](http://www.servsafe.com).



Contact us with questions at 1-773-747-4444 or ServSafe@ibfp.com

# Certificate of Completion



GUAM COMMUNITY COLLEGE

Kulehon Kurruntiddit Gudhan

Accredited by the  
Western Association of  
Schools and Colleges

Awarded to **Tae H. Min**

## Food Service Managers' Certification Workshop

Duration: Twenty Hours; July 27, 28, & 29, 2015

Expires: July 29, 2018

Instructor: Chief Carlos Laguarda

Given this 29<sup>th</sup> day of July 2015

  
MARY G. YOKADA, Ed.D.  
President

  
R. RAY D. SOMERA, Ph.D.  
Vice President for Academic Affairs

# Guam U.S.A.



## Department of Revenue and Taxation

Government of Guam

### CERTIFICATE OF EXISTENCE

I, the undersigned Director of the Department of Revenue and Taxation, do hereby certify that according to the records of this Department,


**SH ENTERPRISES, INC.**  
*Charter Number: D-11135*

Was incorporated under the laws of Guam U.S.A. pursuant to Title 18, Guam Code Annotated §28108 on July 11, 1995 and that it is an existing corporation in GOOD LEGAL STANDING.

*In Witness Whereof*, I have hereunto set my hand and affixed the Seal of the Government of Guam this *11th* day of *June*, 2018.

**JOHN P. CAMACHO**  
Director

By:

  
Linda Bayona  
Supervisor

General Licensing and Registration Branch  
Regulatory Division



**S H ENTERPRISES, INC. 2017**  
**Income Statement**  
**For the Twelve Months Ending December 31, 2017**

	Current Month		Year to Date	
<b>Revenues</b>				
Sales - Rental	\$ 204,000.00	100.00	\$ 204,000.00	100.00
<b>Total Revenues</b>	<u>204,000.00</u>	<u>100.00</u>	<u>204,000.00</u>	<u>100.00</u>
<b>Cost of Sales</b>				
Total Cost of Sales	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Gross Profit</b>	<u>204,000.00</u>	<u>100.00</u>	<u>204,000.00</u>	<u>100.00</u>
<b>Expenses</b>				
Wages Expense	18,718.96	9.18	18,718.96	9.18
Payroll Tax Expense	1,432.02	0.70	1,432.02	0.70
GRT Expense	8,160.00	4.00	8,160.00	4.00
Interest Expense	22,857.36	11.20	22,857.36	11.20
Rent or Lease Expense	146,297.04	71.71	146,297.04	71.71
Maintenance Expense	3,600.00	1.76	3,600.00	1.76
Utilities Expense	4,800.00	2.35	4,800.00	2.35
Depreciation Expense	<u>116,931.00</u>	<u>57.32</u>	<u>116,931.00</u>	<u>57.32</u>
<b>Total Expenses</b>	<u>322,796.38</u>	<u>158.23</u>	<u>322,796.38</u>	<u>158.23</u>
<b>Net Income</b>	<u>\$ (118,796.38)</u>	<u>(58.23)</u>	<u>\$ (118,796.38)</u>	<u>(58.23)</u>

S H ENTERPRISES, INC. 2017  
Balance Sheet  
December 31, 2017

ASSETS

Current Assets		
CIB - Com First	\$	414.58
CIB- FHB (ACH)		15.91
A/R - Officers		<u>767,574.75</u>
Total Current Assets		768,005.24
Property and Equipment		
Leasehold Rights		4,500,000.00
Accum Depreciation - L/Rights		<u>(733,862.01)</u>
Total Property and Equipment		3,766,137.99
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>4,534,143.23</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Sales Tax Payable	\$	1,183,259.15
Rent Payable		<u>50,321.96</u>
Total Current Liabilities		1,233,581.11
Long-Term Liabilities		
Loan Payable - Com First		1,145,400.00
Loan-Personal Finance		240,973.49
L/P - COM FIRST - 650		<u>300,000.00</u>
Total Long-Term Liabilities		<u>1,686,373.49</u>
Total Liabilities		2,919,954.60
Capital		
Retained Earnings		(1,486,870.47)
Paid-in Capital		500,000.00
Common Stock		1,300,000.00
Additional Paid-in Capital		1,419,855.48
Net Income		<u>(118,796.38)</u>
Total Capital		<u>1,614,188.63</u>
Total Liabilities & Capital	\$	<u><u>4,534,143.23</u></u>

Unaudited - For Management Purposes Only

**SH ENTERPRISES, INC. - 2016**  
**Income Statement**  
**For the Twelve Months Ending December 31, 2016**

	Current Month		Year to Date	
<b>Revenues</b>				
Sales - Retail & Wholesale	\$ 0.00	0.00	\$ 414,649.25	60.21
Sales - Rental	25,000.00	100.00	274,000.00	39.79
<b>Total Revenues</b>	<u>25,000.00</u>	<u>100.00</u>	<u>688,649.25</u>	<u>100.00</u>
<b>Cost of Sales</b>				
Cost of Sales	6,971.12	27.88	364,848.34	52.98
<b>Total Cost of Sales</b>	<u>6,971.12</u>	<u>27.88</u>	<u>364,848.34</u>	<u>52.98</u>
<b>Gross Profit</b>	<u>18,028.88</u>	<u>72.12</u>	<u>323,800.91</u>	<u>47.02</u>
<b>Expenses</b>				
Wages Expense	19,035.35	76.14	280,399.29	40.72
Auto Expenses	0.00	0.00	2,780.00	0.40
Advertising Expense	0.00	0.00	1,200.00	0.17
Bank Charges & CC SC	53.60	0.21	0.00	0.00
Payroll Tax Expense	1,456.21	5.82	21,450.56	3.11
GRT Expense	1,000.00	4.00	27,545.97	4.00
Interest Expense	3,159.89	12.64	3,159.89	0.46
Rent or Lease Expense	83,870.68	335.48	91,345.68	13.26
Maintenance Expense	0.00	0.00	4,100.00	0.60
Utilities Expense	22,234.45	88.94	76,984.22	11.18
Office Supplies Expense	0.00	0.00	6,161.06	0.89
Office Expense	0.00	0.00	195.45	0.03
Commissions and Fees Expense	403.52	1.61	428.52	0.06
Life Insurance	(447.12)	(1.79)	0.00	0.00
Insurance Expense	0.00	0.00	7,725.30	1.12
Depreciation Expense	116,931.00	467.72	116,931.00	16.98
<b>Total Expenses</b>	<u>247,697.58</u>	<u>990.79</u>	<u>640,406.94</u>	<u>92.99</u>
<b>Net Income</b>	<u>\$ (229,668.70)</u>	<u>(918.67)</u>	<u>\$ (316,606.03)</u>	<u>(45.97)</u>

For Management Purposes Only

SH ENTERPRISES, INC. - 2016  
Balance Sheet  
December 31, 2016

ASSETS

Current Assets		
Checking Account-FHB	\$	5,520.30
CIB - Com First		200.20
CIB- FHB (ACH)		(4,262.61)
A/R - Officers		1,011,433.04
		<u>1,012,890.93</u>
Total Current Assets		
		1,012,890.93
Property and Equipment		
Leasehold Rights		4,500,000.00
Accum Depreciation - L/Rights		(616,931.01)
		<u>3,883,068.99</u>
Total Property and Equipment		
		3,883,068.99
Other Assets		
		<u>0.00</u>
Total Other Assets		
		0.00
Total Assets		
	\$	<u><u>4,895,959.92</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	54,749.77
Sales Tax Payable		1,175,099.15
Federal Payroll Taxes Payable		268.67
FICA Tax Payable		2,717.83
Rent Payable		89,166.00
		<u>1,322,001.42</u>
Total Current Liabilities		
		1,322,001.42
Long-Term Liabilities		
Loan-Personal Finance		240,973.49
Due to Kallingal		1,300,000.00
L/P - COM FIRST - 650		300,000.00
		<u>1,840,973.49</u>
Total Long-Term Liabilities		
		1,840,973.49
Total Liabilities		
		3,162,974.91
Capital		
Retained Earnings		(1,170,264.44)
Paid-in Capital		500,000.00
Common Stock		1,300,000.00
Additional Paid-in Capital		1,419,855.48
Net Income		(316,606.03)
		<u>1,732,985.01</u>
Total Capital		
		1,732,985.01
Total Liabilities & Capital		
	\$	<u><u>4,895,959.92</u></u>

Unaudited - For Management Purposes Only

SH ENTERPRISES, INC - 2015  
Income Statement  
For the Twelve Months Ending December 31, 2015

	Current Month		Year to Date	
<b>Revenues</b>				
Sales - Retail & Wholesale	\$ 400.00	1.57	\$ 1,718,923.26	83.08
Sales - Rental	25,000.00	98.43	350,000.00	16.92
<b>Total Revenues</b>	<u>25,400.00</u>	100.00	<u>2,068,923.26</u>	100.00
<b>Cost of Sales</b>				
Beginning Inventory	0.00	0.00	833,250.20	40.27
Cost of Sales	0.00	0.00	894,521.99	43.24
Cost of Sales-Freight	0.00	0.00	1,395.78	0.07
<b>Total Cost of Sales</b>	<u>0.00</u>	0.00	<u>1,729,167.97</u>	83.58
<b>Gross Profit</b>	<u>25,400.00</u>	100.00	<u>339,755.29</u>	16.42
<b>Expenses</b>				
Advertising Expense	0.00	0.00	3,425.71	0.17
Bank Charges & CC SC	0.00	0.00	14,367.68	0.69
Contribution Expense	0.00	0.00	500.00	0.02
Payroll Tax Expense	0.00	0.00	16,125.22	0.78
GRT Expense	0.00	0.00	82,740.94	4.00
Interest Expense	0.00	0.00	509.59	0.02
Rent or Lease Expense	0.00	0.00	36,232.84	1.75
Maintenance Expense	0.00	0.00	1,264.78	0.06
Utilities Expense	0.00	0.00	19,648.68	0.95
Office Supplies Expense	0.00	0.00	2,612.96	0.13
Security Service	0.00	0.00	110.00	0.01
Telephone Expense	0.00	0.00	6,885.16	0.33
Salaries & Wages	0.00	0.00	209,610.54	10.13
Life Insurance	0.00	0.00	1,679.98	0.08
Insurance Expense	0.00	0.00	4,379.72	0.21
Gain/Loss - Disp of F/Asscts	0.00	0.00	147,576.88	7.13
<b>Total Expenses</b>	<u>0.00</u>	0.00	<u>547,670.68</u>	26.47
<b>Net Income</b>	<u>\$ 25,400.00</u>	100.00	<u>\$ (207,915.39)</u>	(10.05)

For Management Purposes Only

SH ENTERPRISES, INC - 2015  
Balance Sheet  
December 31, 2015

ASSETS

Current Assets		
Checking Account-FHB	\$	5,520.30
CIB- FHB (ACH)		3,402.02
A/R - Officers		<u>1,256,994.68</u>
Total Current Assets		1,265,917.00
Property and Equipment		
Leasehold Rights		4,500,000.00
Accum Depreciation - L/Rights		<u>(500,000.01)</u>
Total Property and Equipment		3,999,999.99
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>5,265,916.99</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Sales Tax Payable	\$	1,155,352.46
Rent Payable		<u>520,000.00</u>
Total Current Liabilities		1,675,352.46
Long-Term Liabilities		
Loan-Personal Finance		240,973.49
Due to Kallingal		<u>1,300,000.00</u>
Total Long-Term Liabilities		<u>1,540,973.49</u>
Total Liabilities		3,216,325.95
Capital		
Retained Earnings		(962,349.05)
Paid-in Capital		500,000.00
Common Stock		1,300,000.00
Additional Paid-in Capital		1,419,855.48
Net Income		<u>(207,915.39)</u>
Total Capital		<u>2,049,591.04</u>
Total Liabilities & Capital	\$	<u><u>5,265,916.99</u></u>

Unaudited - For Management Purposes Only

# SH Enterprises, Inc.


P.O. Box 9730 Tamuning, Guam 96931  
 Tel: 649-0521 Fax: 649-0523

## Breakfast Menu(4-Weeks) - Department of Corrections - For Oct.1 - 31, 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
	Sliced Ham & Cheese Sandwich Fruit 8oz non-fat Milk 1cup - Coffee	1-cup Dry Cereal 1-Boiled Egg 1 pcs-Bread Fruit, 8oz Milk 1 cup - Coffee	Tuna Sandwich Fruit 8oz non fat Milk 1 cup - Coffee	Hot dog-2pcs Hotdog buns-2pcs Fruit 8oz non fat Milk 1 cup - Coffee	Egg Sandwich Fruit 8oz non fat Milk 1 cup - Coffee	1-cup Cereal 1 pcs Bread 1-Boiled Egg Fruit 1 cup - Coffee
7	8	9	10	11	12	13
4 oz Ham & Scrambled Egg 1cup Steamed Rice Fruit 1 cup - Coffee	Tuna Sandwich Fruit 8oz non fat Milk 1 cup - Coffee	Hot dog-2pcs Hotdog buns-2pcs Fruit 8oz non fat Milk 1 cup - Coffee	Sliced Ham & Cheese Sandwich Fruit 8oz non-fat Milk 1cup - Coffee	1-cup Cereal 1 pcs Bread 1-Boiled Egg Fruit 1 cup - Coffee	Hot dog-2pcs Hotdog buns-2pcs Fruit 8oz non fat Milk 1 cup - Coffee	Egg Sandwich Fruit 8oz non fat Milk 1 cup - Coffee
14	15	16	17	18	19	20
1-cup Dry Cereal 1-Boiled Egg 1 pcs-Bread Fruit, 8oz Milk 1 cup - Coffee	Egg Sandwich Fruit 8oz non fat Milk 1 cup - Coffee	Sliced Ham & Cheese Sandwich Fruit 8oz non-fat Milk 1cup - Coffee	Hot dog-2pcs Hotdog buns-2pcs Fruit 8oz non fat Milk 1 cup - Coffee	1-cup Dry Cereal 1-Boiled Egg 1 pcs-Bread Fruit, 8oz Milk 1 cup - Coffee	Tuna Sandwich Fruit 8oz non fat Milk 1 cup - Coffee	Hot dog-2pcs Hotdog buns-2pcs Fruit 8oz non fat Milk 1 cup - Coffee
21	22	23	24	25	26	27
4 oz Ham & Scrambled Egg 1cup Steamed Rice Fruit 1 cup - Coffee	1-cup Dry Cereal 1-Boiled Egg 1 pcs-Bread Fruit, 8oz Milk 1 cup - Coffee	Tuna Sandwich Fruit 8oz non fat Milk 1 cup - Coffee	Sliced Ham & Cheese Sandwich Fruit 8oz non-fat Milk 1cup - Coffee	Egg Sandwich Fruit 8oz non fat Milk 1 cup - Coffee	Hot dog-2pcs Hotdog buns-2pcs Fruit 8oz non fat Milk 1 cup - Coffee	1-cup Cereal 1 pcs Bread 1-Boiled Egg Fruit 1 cup - Coffee
28	29	30	31			
Egg Sandwich Fruit 8oz non fat Milk 1 cup - Coffee	Hot dog-2pcs Hotdog buns-2pcs Fruit 8oz non fat Milk 1 cup - Coffee	Sliced Ham & Cheese Sandwich Fruit 8oz non-fat Milk 1cup - Coffee	1-cup Cereal 1 pcs Bread 1-Boiled Egg Fruit 1 cup - Coffee			

\* Above menu may be changed depending on products availability and with approval of DOC.

Prepared & Certified by :

  
 Maria P.M. Gersaniba, RDN LD Lic#884140/#D-04

Approved by:

Department of Corrections

# SH Enterprises, Inc.

P.O.Box 9730 Tamuning, Guam 96931  
 Tel: 649-0521 Fax: 649-0523

## Lunch Menu(4-Weeks) - Department of Corrections - For Oct.1 - 31, 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Pork Steak Steamed Rice Fruit	2 Chicken Pancit w/ Veggies Steamed Rice Fruit	3 Beef w/ Noodles Steamed Rice Fruit	4 Spaghetti w/ Meat Sauce(3oz) 1pc-Dinner Roll Fruit	5 Chicken Adobo (1/2 cup) Steamed Rice Fruit	6 Pork Adobo Steamed Rice Fruit
7 Hot dog-2pcs Hotdog buns-2pcs Fruit	8 Chicken Pancit w/ Veggies Steamed Rice Fruit	9 Pork Adobo Steamed Rice Fruit	10 Pork Steak Steamed Rice Fruit	11 Beef w/ Noodles Steamed Rice Fruit	12 Chicken Adobo (1/2 cup) Steamed Rice Fruit	13 Spaghetti w/ Meat Sauce(3oz) 1pc-Dinner Roll Fruit
14 Pork Adobo Steamed Rice Fruit	15 Pork Adobo Steamed Rice Fruit	16 Pork Steak Steamed Rice Fruit	17 Beef w/ Noodles Steamed Rice Fruit	18 Chicken Adobo (1/2 cup) Steamed Rice Fruit	19 Spaghetti w/ Meat Sauce(3oz) 1pc-Dinner Roll Fruit	20 Hot dog-2pcs Hotdog buns-2pcs Fruit
21 Spaghetti w/ Meat Sauce(3oz) 1pc-Dinner Roll Fruit	22 Hot dog-2pcs Hotdog buns-2pcs Fruit	23 Pork Adobo Steamed Rice Fruit	24 Chicken Adobo (1/2 cup) Steamed Rice Fruit	25 Pork Adobo Steamed Rice Fruit	26 Hot dog-2pcs Hotdog buns-2pcs Fruit	27 Pork Steak Steamed Rice Fruit
28 Chicken Adobo (1/2 cup) Steamed Rice Fruit	29 Pork Steak Steamed Rice Fruit	30 Hot dog-2pcs Hotdog buns-2pcs Fruit	31 Pork Adobo Steamed Rice Fruit			

\* Above menu may be changed depending on products availability and with approval of DOC

Prepared & Certified by :

*[Signature]*  
 Maria P.M. Gersaniba, RDN LD Lic#884140/#D-04

Approved by:

Department of Corrections



# SH Enterprises, Inc.

P.O.Box 9730 Tamuning, Guam 96931  
 Tel: 649-0521 Fax: 649-0523

## Dinner Menu(4-Weeks) - Department of Corrections - For Oct.1 - 31, 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Chicken Afritada Steamed Rice Fruit	2 Pork Menudo Steamed Rice Fruit	3 Fried Chicken Steamed Rice Fruit	4 Chicken Curry Steamed Rice Fruit	5 Fried Fish Steamed Rice Fruit	6 Chicken Stir Fry Steamed Rice Fruit
7 Chicken Afritada Steamed Rice Fruit	8 Fried Chicken Steamed Rice Fruit	9 Chicken Stir Fry Steamed Rice Fruit	10 Chicken Afritada Steamed Rice Fruit	11 Pork Menudo Steamed Rice Fruit	12 Fried Chicken Steamed Rice Fruit	12 Fried Fish Steamed Rice Fruit
14 Chicken Stir Fry Steamed Rice Fruit	15 Pork Menudo Steamed Rice Fruit	16 Pork Menudo Steamed Rice Fruit	17 Fried Chicken Steamed Rice Fruit	18 Fried Fish Steamed Rice Fruit	19 Pork Menudo Steamed Rice Fruit	20 Chicken Afritada Steamed Rice Fruit
21 Fried Fish Steamed Rice Fruit	22 Chicken Stir Fry Steamed Rice Fruit	23 Pork Menudo Steamed Rice Fruit	24 Chicken Afritada Steamed Rice Fruit	25 Chicken Curry Steamed Rice Fruit	26 Fried Chicken Steamed Rice Fruit	27 Pork Menudo Steamed Rice Fruit
28 Fried Chicken Steamed Rice Fruit	29 Pork Menudo Steamed Rice Fruit	30 Chicken Stir Fry Steamed Rice Fruit	31 Fried Fish Steamed Rice Fruit			

\* Above menu may be changed depending on products availability and with approval of DOC.

Prepared & Certified by :

*S. Estabek*

Maria FM Gersaniba, RDN LD Lic#884140/#D-04

Approved by:

Department of Corrections

SH Enterprises, Inc.  
 PO Box 9730, Tumming, Guam 96931  
 Tel: 649-6521 Fax: 649-6523

DEPARTMENT OF CORRECTIONS - SPECIAL DIET SUBSTITUTIONS

DIET	RESTRICTIONS	SUBSTITUTIONS
CHALKIES	1 CUP STEAMED RICE (at Lunch/Dinner)	1 PC FRESH FRUIT or 1/2 SANDWICH (spread butter or cheese or sausage/ham) or 1 YOGURT
GENERAL DIALYSIS	NO BANANA NO ORANGE NO MILK OR ONLY 1/2 CUP MILK WITH DRY CEREAL at breakfast NO CHEESE - SUBSTITUTE with EGGS OR TURMA sandwich at breakfast	APPLE OR ANY CANNED FRUIT - 1/2 CUP 1/2 SANDWICH (1 TSP Peanut butter or Tuna or sausage/ham) NO YOGURT OR CHEESE
PLURINE RESTRICTED	May follow NO PORK Menu otherwise LIMIT PORK or BEEF to 2 ounces/meal LIMIT Saus or Pies to 1/2 CUP only NO Meat Based Cream	FOLLOW REGULAR SNACK SCHEDULE
SOFT CHOPPED DIET	REGULAR DIET - CHOPPED Ground meat Well cooked vegetables	FOLLOW REGULAR SNACK SCHEDULE BANANA OR CANNED FRUIT
SEVERAL RESTRICTED (ON LOW SALT DIET)	NO O.I.C. NEED TO PROVIDE CENSUS OF LOW SALT MEALS LIMIT SALT OR SALTY SEASONING BY 50%-75% RUNNING COOKING PROCESS.	FOLLOW REGULAR SNACK SCHEDULE
PLURINE	Regular Diet - to be blended with its own spices and may add enough water	Peared Fruit, Jello Fruit Juice, Yogurt, Milk

APPROVED & CERTIFIED BY:  
*Stevania Row*  
 Marie P. J. Castaneda, RDN LD USC88A140/N 0-04  
 (REGISTERED NUTRITION DIETITIAN)

APPROVED BY:  
 Department of Corrections



# SH Enterprises, Inc.

PO Box 9730, Tamuning, Guam 96931  
 Tel 649-0521 FAX 649-0523

Department of Corrections - Spirit Usher Menus - 2018

	THANKSGIVING DAY Nov. 22 - Thursday	CHRISTMAS DAY Dec. 25 - Tuesday	HOLIDAY MENU
	Feed Bread with Omelette Item Sautéed Eggs	2 Pancake with Syrup 1 St. Cheese/3/4 lb. Veggies/Salad	Feed Bread with Omelette Item Holiday 2
BFAST	1 Slice Bread 1 pc Fruit 1 Cup Coffee 8 oz LF Milk	1/2 cup Fruit 1 cup Coffee 8 oz LF Milk	1 Slice Bread/Jam 1 pc Fruit 1 cup Coffee 8 oz LF Milk
	Beef Pot Roast	Roasted Turkey & Stuffing	Beef Pot with Gravy
LUNCH	Steamed Rice Carrots & Peas 1 pc Fruit	Cranberry Sauce Red Rice Cut Green Beans 1 pc Fruit	Mashed Potato Carrots & Peas 1/2 cup Fruit
	Roasted Turkey & Stuffing	Beef Pot Roast	Cinnamon with BBQ Sauce
	Cranberry Sauce	Steamed Rice	Red Rice
DINNER	Mashed Potato	Carrots/Peas	Cut Corn
	Cut Green Beans	1 pc Fruit	1 pc Fruit

APPROVED & CERTIFIED BY:

*Signature* Nov 19

Marla P. M. Garsaniba, RDN LD UIC# 884140/ MD-04  
 REGISTERED/LICENSED DIETITIAN

APPROVED BY:

Department of Corrections