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Lourdes M. Perez
Director
Joseph C. Manibusan
Deputy Director

FEB 10 2010

MEMORANDUM

TO: Office of the Attorney General

FROM: Deputy Director

SUBJECT: Freedom of Information Act Annual Report
Ref: AG 10-0084, dated February 4, 2010

The Department of Administration submits its Annual Report on Freedom of Information Act requests as required by 5GCA§10107.

1. Number of determinations made by the agency not to comply with requests for records made to such agency under §10108 and the reasons for each such determination: **3**
 - a. Request from Mr. Vincent M. Taisacan dated 12/18/08 for copies of the bids submitted from January 2008 to present, by the current provider of the Guam Mass Transit. GSA response dated 12/23/08 “per telephone conversation on 12/19/08, you wanted to know if anyone else had picked up a bid package besides yourself. Mr. Taisacan, any information regarding the bid will be public information after an award is made. From January 2008 to present, this is the only bid that has been announced.
 - b. Vendor Xerox – Mike Salas’ (Services & Solutions Executive) request dated 4/20/09 for a copy of Request for Proposal #DRT-067-08 (Guam Property Assessment System). Response by GSA on 5/7/09 “we would have to refer you to the Department of Revenue and Taxation (DRT), each line agency/department handles their respective Request for Proposals.
 - c. Vendor Xerox – Mike Salas’ 2nd request dated 5/15/09 for copy of RFP #DRT-067-08 “Guam Property Assessment System” – reply by GSA on 5/20/09 “we urge you to re-submit your request to the Department of Revenue and Taxation.
2. Number of requests for records pending before the agency as of September 30 of the preceding year, and the median number of days that such requests had been pending before the agency as of that data: **NONE**

3. Number of requests for records received by the agency and the number of requests which the agency processed: *Received* – **31**/*Processed* – **28**
4. Median number of days taken by the agency to process different types of requests: **6**
5. Number of full-time staff of the agency devoted to processing requests for records under this Section, and the total amount expended by the agency for processing such requests: *Full time staff:* **None** *Salaries of Employees:* **\$3,717.83** *Copy charges:* **\$32.00**

Any questions please contact Dan Hattig at 475-1250.


JOSEPH C. MANIBUSAN