



# CONTRACTORS LICENSE BOARD

*Inetnon Malisensiyon Kontratista*



## 2020 CITIZEN CENTRIC REPORT

### Mission.

The Contractors License Board protects consumers by regulating its construction industry on island through Public Law 30-11 that promote the health, safety, and general welfare of the public in matters relating to construction. Contractors License Board accomplishes this by: License contractors, Enforcement of Public Law & Rules and Regulations, Educate consumers to hire license contractors, Mediate in the event there are disputes in the construction industries, Construction sites are safe, competent, and professional manner.

### History.

The 14 Guam Legislature established Contractors License Board in 1977. The board consist of 7 members which comprised of two (2) members of which are appointed by the Governor from the construction industry; three (3) of which are appointed by the Governor from the general public and that have no interest in construction; and the Department of Revenue, Ex-Officio; and the Director Public Works, Ex-Officio. Those members appointed by the Governor are subject to confirmation by the Legislature. Their term shall be four (4) years and said terms to commence January 1 next following the enactment hereof.

### Vision.

Contractors License Board's vision is to have professionals assist in updating our examination. Follow the latest building codes. We are also looking at different avenues to improve in all exams. Have all updated computers for both the administrative and Investigation section. Have a computer systems secured from any cyber viruses. Ability to be able to have a program that can help smooth the process of getting a contractor's license and building permit. Automate all files into one file system. Having this done will give CLB the ability to assist the customers at a touch of the button. All files will be updated in a timely manner.

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**Cecil "Buddy" L. Orsini**  
Executive Director

### Board of Directors

- James M. Casallo,  
Board Chairman
- Bernard S. Benavente,  
Board Vice Chair
- Rena Borja,  
Board Member
- Selina Ashland  
Board Member
- Matthew C. Cruz  
Board Member
- Vincent P. Arriola,  
Ex-Officio for Dept. Public Works (DPW)
- Dafne Shimizu,  
Ex-Officio for Dept. Rev. & Tax. (DRT)

2020

Contractors Licenses

**906**

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GUAM POPULATION 168,783

2019

Contractors Licenses

**917**

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GUAM POPULATION 167,294

2018

Contractors Licenses

**914**

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GUAM POPULATION 165,768

**For more information**  
[www.clb.gov](http://www.clb.gov)



PERFORMANCE	2020	2019	2018
ACTIVE LICENSES	906	917	914
INACTIVE LICENSES	61	63	57
MASTER ELECTRICIAN	41	51	49
CLB COMPLAINTS	42	67	64
POPULATION	168,783	167,294	165,768

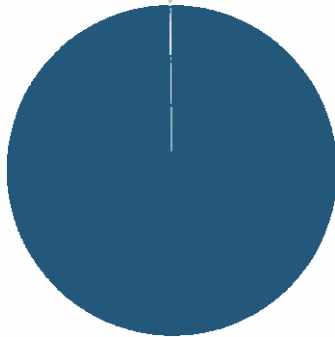


### CLB Staff

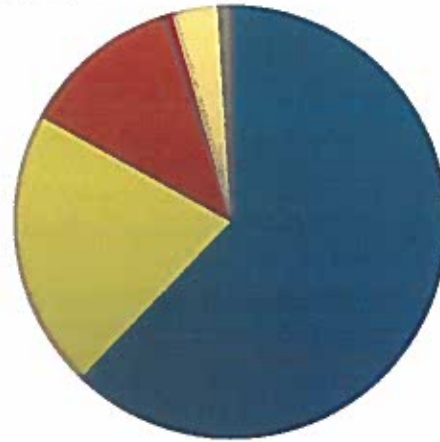
- Cecil “Buddy” L. Orsini, Executive Director
- \*Janice Shimzu, Private Secretary
- Maria D. Perez, Administrative Officer
- Carmelita H. Santos, Administrative Assistant
- Margaret O. Guerrero, Word Processing Secretary II
- Chris A.K. Leon Guerrero, Administrative Aide
- Nida Bailey, CLB Investigator Supervisor
- Lloyd Quiao, CLB Investigator

*\*Detailed to DPW Sept. 2019*

For more information  
**CONTACT US**  
 Contractors License Board  
 542 North Marine Dr. Corp. A  
 Tamuning, Guam 96931  
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 Visit us on the web at  
[www.clb.guam.gov](http://www.clb.guam.gov)



- Licenses
- Charges for Services Interest & Investment



- Salaries - Regular
- Salaries-Fringe Benefits
- Travel
- Contractual Services
- Supplies
- Drug Testing
- Equipment
- Utilities



## Contractors License Board

Year Ending September 30th

	2020	2019	2018
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### REVENUE

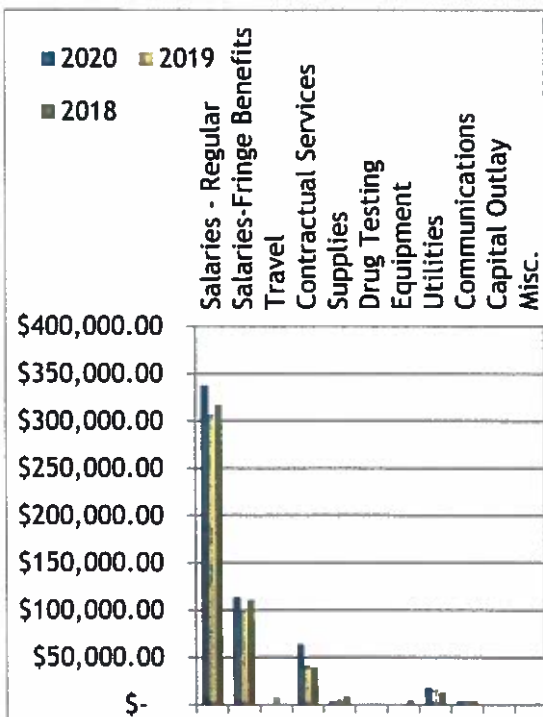
Licenses	\$ 573,951.00		
Charges for Services Interest & Investment	\$ 1,208.00		

<b>Total Revenues</b>	<b>\$ 575,159.00</b>	<b>\$ 718,233.60</b>	<b>\$ 719,628.77</b>
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### EXPENDITURES

Salaries - Regular	\$ 337,397.00	\$ 306,964.46	\$ 317,252.00
Salaries-Fringe Benefits	\$ 113,295.00	\$ 99,659.66	\$ 110,556.00
Travel		\$ 8,517.70	\$ -
Contractual Services	\$ 63,604.00	\$ 42,308.20	\$ 39,737.00
Supplies	\$ 4,413.00	\$ 6,472.27	\$ 9,032.00
Drug Testing		\$ 200.00	\$ -
Equipment	\$ -	\$ -	\$ 5,175.00
Utilities	\$ 18,778.00	\$ 16,395.45	\$ 13,409.00
Communications	\$ 4,171.00	\$ 4,948.54	\$ 4,347.00
Capital Outlay	\$ -	\$ -	\$ -
Misc.	\$ 951.00	\$ 1,450.00	\$ 2,186.00

<b>Total Expenditures</b>	<b>\$ 542,609.00</b>	<b>\$ 486,916.28</b>	<b>\$ 501,694.00</b>
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## Challenges.

Contractors License Board together with the rest of the island and the world all faced the same challenges in 2020. Global Pandemic, COVID19, placed all things at a halt bringing not just CLB as an agency to extreme safety precautions but each person. Determination to service all clients, contractors and island needs, but still ensuring Government EO's and safety protocols were in place to keep not just CLB staff safe but all the clients. CLB staff remained resilient, maintain social distancing and restrictive measures in place. Despite all measures, when exposure occurred with CLB, the office complied with protocols to ensure no spread or limited contact for others. Servicing customers through the CDC recommendations still remains in place, however safety for not just the mission of CLB but the staff and community as well. Aside from restrictive movements and social distancing became challenging, having proper supplies on hand became a challenge as well due to shortage of supplies on island. Due to the extreme urgent shut down, moving into months past, supplies and operational needs CLB staff managed to work through and persist.



## Goals.

Contractors License Board has established goal pillars that will ensure clear path toward mission accomplishment by the CLB staff, the island of Guam.

- **Licensing.**

Ensure that all applicants are qualified in order to obtain a license.

- **Investigation.**

Review applicant's documentation in order for individual to qualify to take the examination (s). Reduce, eliminate, or prevent unlicensed activity and unprofessional conduct that pose a threat to public health, safety and welfare.

- **Consumer Affairs.**

Educate consumers to make the best choices about hiring a license contractor. Make sure the contractor has the proper skills or classification in order to do the project properly.

- **Administration.**

Ensure agency effectiveness and improve the quality of customer service in all programs.

- **Legislation.**

Ensure that rules and regulation, statutes, policies and procedures are updated which will strengthen and support board and administrative operations.

