

SHERMAN CONSULTING

www.ShermanPacific.com

GUAM/Marianas OFFICE SERVICES PROPOSAL

Sherman Consulting, LLC specializes in providing clear, concise and accurate real-time information to our clients so that they do not have to open an office on Guam during the “chase” phase of preparing and pursuing contract opportunities related to the \$26 Billion Dollar military build up. Many companies have made the wrong decision in mobilizing to Guam too early, incurring huge expenses in the immediate term not knowing “when” anything concrete is going to happen or “when” a contract will finally be landed. For those firms who do not open an office on Guam, they run the risk of not having accurate or tested information that can be confirmed by local assets on the ground, which means in order to keep up with the constant flow of information, large expenses are incurred for multiple trips to Guam to gather information that is often times already old and not time relative or valuable any longer.

Sherman Consulting has a history on Guam. Our ground team has family history that goes back nearly 500 years in the islands and because of that our team members are respected members of the community and serve in government appointed capacities and advisory roles for the military build up. This provides real time access to fluid information that brings value to our services.

There is extreme value in monitoring activities on the ground “remotely” with the help of Sherman Consulting. Our customized remote assistance allows you to free up time and capital to open an office on Guam when the time is right. This could mean the savings in hundred’s of thousand’s of dollars by avoiding a costly mistake of entry into market too early and paying for monthly costs of an operation which would take years of knowledge gathering to get you and your firm where Sherman Consulting gets you today.

Sherman Consulting is capable of becoming your partner on Guam by providing you with access to build-up information, verification of various types of information or “rumors”, monitoring of movements by competitors, reporting on the political environment and keeping close tabs on JGPO/MARFORPAC roles and decisions on the ground in Guam. This partnership would often entail a monthly fee that is cheaper than what you would spend on a single visit to Guam.

Below are brief descriptions of the basic services we propose for our clients.

OFFICE HOSTING

Sherman Consulting provides a professional base of operations in three unique countries; Guam, the Northern Mariana Islands and the Federated States of Micronesia. Our three office locations on the islands of Guam, Tinian and Pohnpei provides a strategic position for our clients as they can share space within each of our offices and have three distinct local regional addresses. Our office hosting service includes a fully furnished professional business office suite with the free use of our telephone system, wireless internet, use of our copier/printer/scanner workstation, mini conference room, large conference room and standard office. (*Guam & Tinian*) We have a full time receptionist which can assist with client’s customers and direct them to information left for distribution by our client. Clients can immediately benefit from the use of our Office Hosting Service as the fee structure is a fraction of the cost of a client operating and servicing an office in the region on their own.

MONTHLY REPORTING

Sherman Consulting produces a proprietary “Monthly Intelligence Report” (MIR) the first week of every month. The detailed report contains tracking information regarding the military buildup which focuses on issues related to the Pentagon, US Defense Appropriations, the Ministry of Defense for Japan, Japan Appropriations, Guam Military Project Tracking, CNMI Project Tracking, CNMI Range Development and Guam State Government Agency Tracking. The MIR is a powerful tool for tracking movement of the Guam Military Buildup program and can be customized to meet client’s needs based on feedback from the client. Our report is considered the most precise and accurate monthly report on the Guam/Marianas build up and is utilized by many Government Agencies to track the build up activities and flow of information. Our report covers information not readily available to the public and is often times weeks ahead in terms of information gathering that later becomes public.

REGIONAL PROJECT TRACKING

The costs involved in pursuing projects on Guam can be expensive when managing the pursuits on your own from abroad or opening an office on Guam. Sherman Consulting offers a simple and inexpensive service by representing our clients on Guam through a remote extension of your office with seasoned and “in the know” consultants on Guam. Sherman Consulting will track and monitor opportunities on behalf of our clients in Guam, the Northern Mariana Islands, Palau, the Marshall Islands and the Federated States of Micronesia. This provides our clients with a powerful presence in **5 different countries** and 10 different islands for a monthly retainer that is considerably less expensive than operating a single person operation on Guam. Services would include the following:

- Monitoring future or proposed major government projects (Local, State, Federal & DOD)
- Monitoring the issuance of RFPs in Guam, the Northern Mariana Islands, Palau, the Marshall Islands and the Federated States of Micronesia
- Gathering research information related to a pursuit of interest by our clients
- Attending pre-bid conferences or meetings related to RFPs for our clients
- Working with US mainland estimators to research local costs and subcontracting capabilities necessary for a proposal to be submitted by our clients
- Providing a local Guam and CNMI Address for submission of bid packages
- Providing of a local Guam and CNMI phone number to receive local calls

ESTIMATOR ASSISTANCE

Sherman Consulting’s expertise in administrative services is our ability to work effectively with our client’s project estimators. Our professional consultants provide accurate and detailed information to estimators; which translates into the preparation of a bid proposal that will save our client’s time and money. Sherman Consulting provides a full range of estimator assistance to include but is not limited to the following:

- Work with your estimators to find potential subcontracting partners
 - Hold public contractor outreach sessions on Guam to explain and present the needs of Our clients from potential subcontractors
 - Work with the Guam Contractor’s Association to investigate the work history of potential subcontractor partners
 - Work with the Guam Contractor’s Board to verify the status of subcontractors with licensures and investigations
 - Work with the Guam Department of Labor to verify the status of employee complaints against the subcontractor

- Work with the estimators to research materials pricing on Guam
 - Verify types of materials related to the project that is sold on Guam
 - Verify quantity of materials inventory
 - Verify time required to replace inventory to Guam
 - Verify material suppliers' credit terms available to large contractors
- Work with the estimators to research equipment leasing and rentals on Guam
 - Verify types of equipment available on Guam
 - Verify cost of lease and rental of equipment on Guam
 - Verify shipping time to bring in new equipment required for job
- Work with estimators to research the cost of warehousing and lay down yard area on Guam
 - Work with local realtors to find land/warehousing near the project site
 - Work with local realtors to negotiate price for lease/rental/purchase of necessary land/warehousing
- Work with estimators to research the cost of labor housing costs
 - Work with local realtors to find suitable housing for management and regular lower level staff
 - Work with local realtors to negotiate a price for the lease/rental/purchase
- Work with estimators to identify service providers for workforce logistics
 - Food service for labor
 - Transportation for labor
 - Morale and Welfare for labor
- Work with Our clients' Accounting department to establish how payroll and tax liabilities work on Guam
 - Assign Sherman Consulting staff member to work directly with our clients' Attorney staff to establish costs for tax liabilities for doing business on Guam
 - Assign Sherman Consulting staff to work directly with our clients' Accounting staff to establish payroll requirements and other local with holding requirements for labor

LOCAL LIAISON / PUBLIC RELATIONS REPRESENTATION

Conducting business in a foreign country is difficult. Guam and the Pacific Region for all intents and purposes, is like a foreign country due to its remoteness and unique regulatory environments. Finding dependable, knowledgeable and effective local personnel to work with other locals in the foreign country is imperative. Sherman Consulting offers clients professional local representation which includes the following:

- Coordination of logistics for visits by our clients' staff
 - Booking of Hotels (at local discounted rates)
 - Booking of vehicles (at local discounted rates)
 - Creation of daily agenda and meeting schedule for our clients' staff
 - Arrangements and confirmations for meetings with Government Officials, Regulatory agencies, materials suppliers, subcontractors, etc
 - Escorting, Driving and attending meetings with our clients' staff
- Handling interaction with local and state regulatory agencies in order to ensure smooth compliance with local regulations
- Liaison work with the state legislature and municipal governments to monitor local legislation and laws which affect our clients' business
- Management of local media and the press to maintain a favorable media presence

- Liaison work with local grass roots organizations which may not be in support of the proposed project
- Management and organization of culturally sensitive customs on project sites
- Management of community interaction and community event sponsorships

LOCAL LABOR RECRUITMENT

Local Recruitment is a necessary (DOD Required) component for any firm entering the Guam market. Sherman Consulting's principles have a history in the Marianas that goes back 500 years, so our team members are well known and are respected members of the community. As part of our basic service to our clients, we offer Human Resource vetting in which we would conduct background checks on our client's local applicants. This includes interviews with past employers, criminal background checks, court proceedings research and community interviews regarding reputations. Sherman Consulting also offers a unique political background check to verify political affiliations. This is important for clients as Guam is a very small community and often an employee's political affiliations transfer to the employer through association and that association can be detrimental to a client's needs in the future. Sherman also has experience in organizing and managing local labor job fairs on behalf of clients. At these job fairs, Sherman Consulting's staff collect and mine resume data on behalf of our client. This data mining provides a quick snap shot of available labor pool on Guam, which can then drive human resource management decisions regarding local recruitment on Guam.

FOREIGN LABOR RECRUITMENT*(separate fee structure)*

Alien Labor Processing and Certification is a very detailed and time consuming effort. The process is so loaded with bureaucracy, that it seems done purposely in order to discourage alien labor hiring. With that said, however Sherman Consulting has dedicated full time staff on Guam and in the Philippines who, process alien labor documents on behalf of our client. The difference between our service and the service of others is that Sherman Consulting integrates risk management capabilities in order to provide clients with the best labor force available with the lowest risk of potential liability. We also have skin in the game as we have gone through the process ourselves for employees. This means we understand the challenges and issues that come up during the processing, interviewing, verification of documents, arrival on Guam, social and religions implications as well as injury and illnesses which happen during the course of hiring foreign labor. Our partners in the Philippines also understand this and we have partnered with them to conduct extensive review of applicants to ensure that the "challenges and issues" are nearly nonexistent with our recruits. Because of this, Sherman Consulting offers a 100% guarantee on our recruits. If a recruit fails to meet the standards of our clients or if fraud is identified, crime is committed or sickness occurs unrelated to his/her work, then Sherman Consulting will replace the recruit free of charge to the client. This service is not included in our basic representative services but can be quoted separately based on a per recruit fee. Previous clients include Forest Wheeler, Loyds, Citi Construction, RPR Enterprises, Bridge Investment Group and some defense projects in Australia.

PRICE

Sherman Consulting can offer the following price quotations for our services:

- Sherman Consulting offers a 6 month retainer contract at a fee of \$5,000 per month for all the services listed below: *(Foreign Labor Recruitment is NOT included, but can be quoted separately)*
 - **OFFICE HOSTING**
 - **MONTHLY REPORTING**
 - **REGIONAL PROJECT TRACKING**
 - **ESTIMATOR ASSISTANCE**
 - **LOCAL LIASION / PUBLIC RELATIONS REPRESENTATION**
 - **LOCAL LABOR RECRUITMENT**

- Sherman Consulting also offers an individual fee for services listed below: *(Foreign Labor Recruitment can be quoted separately)*
 - **OFFICE HOSTING**
 - \$1,500 per month flat fee, with 1 month advance and 1 month security deposit. Fee includes use of all 3 office locations. Full time secretary to answer dedicated phone line and run small errands for client is additional \$1,000 per month. *(fee can not be pro rated per island jurisdiction).*
 - **MONTHLY REPORTING - MIR**
 - \$1,500 per month
 - **REGIONAL PROJECT TRACKING**
 - \$2,000 per month
 - **ESTIMATOR ASSISTANCE**
 - \$1,500 per month
 - **LOCAL LIASION/PUBLIC RELATIONS REPRESENTATION**
 - \$2,500 per month
 - **LOCAL LABOR RECRUITMENT**
 - \$2,500 per month

Sherman Consulting looks forward to providing exceptional services to your firm and we thank you for the opportunity to explain our services.