

## BOARD OF DIRECTORS REGULAR MEETING

2:00 p.m., Tuesday, November 27, 2012

Terminal Conference Room No. 3

### AGENDA

- I. Call to Order and Attendance
- II. Approval of Agenda
- III. Approval of Minutes
  - A. Board Regular Meeting, September 25, 2012
- IV. Correspondence
- V. Matters for Board Ratification/Approval
  - A. Request for Proposals - A&E Services for Pipeline and Hydrant Systems (North and South Ramp)
  - B. Request for Proposals - Development of GIAA Immigrant Investor Visa Program (EB-5)
  - C. Request for Proposals - Real Estate Appraisal Consulting Services
  - D. Ratification of Quarterly Travel Report
  - E. Ratification of Disbursements
- VI. Old Business
  - A. Executive Manager's Report
  - B. Financial Report
  - C. Legal Counsel's Report
  - D. Tenant Matters
  - E. Status of Capital Improvement Programs
- VII. New Business
- VIII. Executive Session
- IX. Public Comment(s)
- X. Adjournment



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**MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING**  
**2:00 p.m., Tuesday, November 27, 2012**  
**GIAA TERMINAL CONFERENCE ROOM #3**

**I CALL TO ORDER AND ATTENDANCE**

Vice Chairman Francisco G. Santos called the A.B. Won Pat International Airport Authority, Guam (GIAA) regular meeting to order at 2:20 p.m. The presence of Directors is noted as follows Director Rosalinda A. Tolan, Director Martin J. Gerber, and Director Jesus Q. Torres. Also present Executive Manager Charles H Ada, II, Deputy Executive Manager, Peter Roy Martinez, Carlos P. Bordallo, Acting Comptroller, Frank R. Santos, Business and Financial Consultant, Jannalyn C. Damian, Legal Counsel. The Chairman welcomed the presence of Airport Tenants, stakeholders and members of the public who are noted in a sign in sheet made as an attachment to the minutes.

**II APPROVAL OF AGENDA**

Director Torres made a motion to approve the agenda as presented, seconded by Director Tolan; motion carried.

**III APPROVAL OF MINUTES**

**A September 25, 2012, Board Regular Meeting**

Director Torres made a motion to approve the minutes for the Board Regular Meeting on September 25, 2012, subject to correction, seconded by Director Tolan; motioned carried.

**IV CORRESPONDENCE**

No correspondence was presented.

**V MATTERS FOR BOARD RATIFICATION/APPROVAL**

**A Request for Proposals - A & E Services for Pipeline and Hydrant Systems (North and South Ramp)**

The Executive Manager reported that Board action is requested to approve the ranking results based on the request for proposals (RFP) process for A&E services for Pipeline and Hydrant Systems for the north and south ramp.

Mr. Ada stated that the RFP was advertised in the local newspapers throughout the months of August and September 2012. The established deadline to submit the proposals was on September 21, 2012. A total of fourteen (14) firms obtained the RFP package;



however four (4) firms responded by submitting their proposals by the established deadline.

After the evaluation committee completed their evaluations and the Procurement Office tabulated the scores. The Executive Manager announced the results in the order of their ranking as follows:

1. N.C. Macario & Associates
2. E.M. Chen & Associates
3. Duenas, Camacho, & Associates
4. GHD Inc.

Management has recommended the approval of the ranking results and the contract award to N.C. Marcario & Associates, as they are the highest ranked proposer for the A&E Pipeline and Hydrant Systems (North and South Ramp).

Director Tolan made a motion to award the RFP for A&E Pipeline and Hydrant systems (North and South Ramp) to N.C. Macario & Associates, seconded by Director Gerber; motion carried.

#### B Request for Proposals – Development of GIAA Immigrant Investor Visa Program (EB-5)

The Executive Manager announced the airport's initiative to solicit interest from other firms or individuals to provide professional services for the development of the GIAA Immigrant Investor Vise Program (EB-5). It had been reported that a total of eleven (11) firms/individuals had picked up packages and only two (2) had submitted proposals before the submission deadline:

1. DGT Consulting
2. Baumann Kondas, XU

Based on the tabulations of the scores submitted by the evaluation committee, Management has recommended that the Board award the contract to DGT Consulting.

Director Torres made a motion to approve the ranking results and award for the Development of GIAA Immigrant Investor Visa Program (EB-5) to DGT Consulting, seconded by Director Tolan; motion carried.

#### C. Request for Proposal – Real Estate Appraisal & Consulting Services

The Executive Manager announced the Request for Proposals (RFP) for Real Estate Appraisal and Consulting Services. For Board's information, Management reported that GIAA requires the professional services of a Firm(s)/Individual(s) for real estate

appraisal and consulting services whose principle focus will be to provide professional expertise in the area of real estate and consulting services, and other services as may be required by the authority.

After further discussion, Management requested the Board's approval of the selection of two (2) firms will allow the GIAA flexibility for real estate appraisal and consulting services. Therefore, based on the ranking results and based on the ranking results Management recommends the selection of Captain & Associates and Cornerstone Valuation Guam, Inc.

Director Gerber made a motion to award the RFP contract to Captain & Associates and Cornerstone Valuation Guam, Inc. , seconded by Director Tolan; motion carried.

#### D. Ratification of Quarterly Travel Report

Director Gerber made a motion to ratify the quarterly travel report for July 2012 – September 2012, seconded by Director Torres; motion carried.

#### E. Ratification of Disbursements

Director Torres made a motion to ratify payments above the \$50,000.00 threshold made to vendors, seconded by Director Tolan; motion carried.

### VI OLD BUSINESS

#### A Executive Manager's Report

The Executive Manager presented updates on various matters relating to airlines and announced United Airlines suspension of its twice-weekly service from Okinawa to Guam on October 27, 2012 due to lower than expected traffic demand and high operational costs. Mr. Ada also announced that Cebu Pacific Air's has submitted an application with the U.S. Department of Transportation to provide scheduled flights to Guam and that it had been approve on November 18, 2012 and the airline plans to start services on in April 2013.

#### B Financial Report

The Acting Comptroller's report as of September 30, 2012 was presented for Board's information, to include reports on the Airport's investment schedule.

#### C Legal Counsel's Report

At the request of counsel, all matters will be discussed during Executive Session. Board had no objection.

D Tenant Matters

No tenant matters to report.

E Status on Capital Improvement Programs

The UDO analysis was reported for Board's information.

**VII NEW BUSINESS**

The Executive Manager announced the the A.B. Won Pat international Airport Authority was the recipient of the 2012 Governor's MagPro Department of the Year for medium department/agency for the second time in a row. Director Torres commended Management and employees for their hard work.

**VIII EXECUTIVE SESSION**

The Vice Chairman suggested that the Board recess the meeting and convene Executive Session after the recess. Director Tolan made a motion to recess and convene Executive Session after the recess, seconded by Director Gerber; motion carried. The meeting recessed at 3:36.

**IX PUBLIC COMMENTS**

The Vice Chairman called upon any public member wishing to make comments. There was no response.

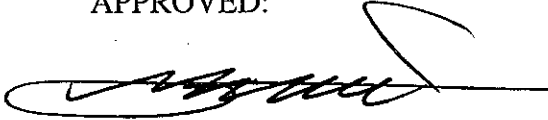
**X ADJOURNMENT**

Director Gerber made a motion to adjourn the meeting, seconded by Director Torres; motion carried. The meeting adjourned at 3:45 p.m.

Respectfully submitted,

Rochelle D. Uson  
Board Secretary

APPROVED:



FRANCISCO G. SANTOS  
Vice Chairman of the Board

\_\_\_\_\_ Date

Attachment